

GARDNERVILLE TOWN BOARD

Meeting Agenda

Linda Slater, Chair Lloyd Higuera, Vice Chair Mary Wenner, Board Member Mike Philips, Board Member Ken Miller, Board Member 1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 www.gardnerville-nv.gov

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

Gardnerville Town Hall

Tuesday, January 7, 2014

4:30 p.m.

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 are posted at the following locations prior to meeting day in accordance with NRS Chapter 241: Gardnerville Town Offices, Gardnerville Post Office, Carson Valley Chamber of Commerce and Visitors Authority and the Douglas County 8th Street Historic Courthouse. The agenda is also posted on the Internet at <u>www.gardnerville-nv.gov</u>. All items shall include discussion and possible action to approve, modify, deny, or continue.

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

Notice regarding NRS 237: The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements. 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.

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

PLEDGE OF ALLEGIANCE- Tom Dallaire

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

December 3, 2013 Regular Board meeting, with public comment prior to Board action.

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.

CONSENT CALENDAR FOR POSSIBLE ACTION

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

- 1. For Possible Action: Correspondence
- 2. For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities
- 3. For Possible Action: Approve December 2013 claims
- 4. For Possible Action: Approve Gardnerville H & S write-offs.
- 5. <u>For Possible Action:</u> Approve Resolution 2013R-072 augmenting the Town of Gardnerville budget for fiscal year 2013-2014.
- 6. For Possible Action. Approve the urban forestry annual work plan update for 2014.



ADMINISTRATIVE AGENDA

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

- 7. <u>For Possible Action</u>: Discussion on the first annual 2013 Town of Gardnerville Customer Service Survey results and draw the winner of the one year's free trash service to a single Gardnerville office/residential customer for completing the survey; with public comment prior to Board action. (approx. 10 minutes)
- 8. <u>Not for Possible Action</u>: Discussion on the Main Street Program Manager's Monthly Report of activities for December 2013. (approx. 15 minutes)
- 9. For Possible Action: Discussion on MGSD letter and invoice in the amount of \$1499.47 (\$767 for sewer use fee, \$627.47 in finance charges, and \$105.00 in lien and court fees) for services provided to the Eagle Gas site prior to the Town of Gardnerville ownership of the site on June 6, 2013; located at 1395 Highway 395 N, APN 1320-33-402-075; with public comment prior to Board action. (approx. 15 minutes)
- 10. For Possible Action: Discussion to accept or deny;
 - a. Improvements installed within pond two of the Arbor Gardens regional detention pond drainage, with public comment prior to Board action ;
 - b. Maintenance of the extended Crestmore Drive street improvements; with public comment prior to Board action. (approx. 10 minutes)
- 11. <u>For Possible Action</u>: Discussion to approve or deny a request from Douglas County Community Services Foundation for assistance in equipping and furnishing the new Douglas County Community & Senior Center in the amount of \$2,000 to decorate the corridors and public spaces; with public comment prior to Board action. (approx. 10 minutes)
- 12. <u>For Possible Action</u>: Discussion on adoption of Joint Resolution 2014R-004 between Douglas County and the Towns of Gardnerville and Minden regarding confirmation of the principles and key concepts for the Valley Vision Plan and to commit to future funding during the annual budget cycle for implementing the Valley Vision Plan; with public comment prior to Board action. (approx. 15 minutes)
- 13. <u>For Possible Action</u>: Discussion to approve, continue or deny, staff proceeding with the improvement plans submittal and finalize the flood model in order to construct the Hellwinkle channel as a benefit of future improvements needed on highway 395 at the "S" curve and drainage of adjacent properties along with Kingslane area by preparing a storm drainage master plan of the area to assist in planning future development, with public comment prior to Board action. (approx. 30 minutes)
- 14. <u>Not For Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for December 2013. (approx. 5 minutes)
- 15. <u>Not For Possible Action</u>: Discussion on the Town Manager/Engineer's Monthly Report of activities for December 2013. (approx. 10 minutes)

Adjourn Town Board Meeting February 4, 2013



GARDNERVILLE TOWN BOARD

Meeting Minutes

Ken Miller, Chairman Linda Slater, Vice Chairman Lloyd Higuera, Board Member Mike Philips, Board Member Mary Wenner, Board Member 1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 www.gardnerville-nv.gov

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

Tuesday, December 3, 2013

4:30 p.m.

Gardnerville Town Hall

The meeting was called to order by Chairman Miller and a determination of a quorum was made.

Mary Wenner led the Pledge of Allegiance.

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

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

Mr. Dallaire has a couple of revisions. Item 4 needs to be removed. Wes Henderson will not be here. Item 7b under attorney's report, the town maintenance facility was worded incorrectly. We will bring that back next month.

Chairman Miller asked if he should ask for a tabled motion when the item comes up or take it off the agenda.

Mrs. Amens would take it off the agenda. Then the vote on the agenda would be based on those two requested changes.

Motion Higuera/Wenner to approve the December 3rd agenda with the changes that were just mentioned. Motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

November 5, 2013 Regular Board meeting, with public comment prior to Board action.

Mr. Dallaire explained there is a revision that was brought to our attention. We missed a comment from Ms. Wenner during the electric vehicle charging station item. We added the comment and it is highlighted on the revised minutes.

Motion Higuera/Slater to approve the previous minutes for November 5 with the changes_noted above.

No public comment.

Upon call for the vote, motion carried unanimously.

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 present.

When Mrs. Slater read the letter in correspondence 1-2, she was very much offended. She commented it's too bad the parade of lights has boiled down to be a racial issue. I think the Chamber of Commerce and the Sheriff's Department are entitled to an apology regarding this innuendo.

Chairman Miller would like to meet with the individual who wrote the letter, along with Paula, and give some type of assistance on the opportunities that are coming up or are open.

Mrs. Lochridge would be glad to go along.

Mr. Higuera agrees with Linda. it would be a good idea to talk with the letter's author.

Mrs. Lochridge wondered if that is something they should do right now.

Mr. Dallaire pointed out this is a Chamber event. I am trying to coordinate a response with Bill at the Chamber. He was hesitant at the time to respond to this. It ended up in the paper. In the paper, Kurt actually explained about the parade route. He didn't go into details that the Chamber couldn't actually start the parade at Waterloo Lane anymore. The area where staging used to be is no longer available. Gilman is a nice place. Toler is probably doable, but not as easy as Gilman because of the access. The longer parade floats won't be able to maneuver on Toler very easily. There are a lot of issues. The sheriff's office liked having Douglas Avenue open. We will have detour signs to point people that way. They are trying to make it a safer event. All the participants last year liked the shorter route.

Mr. Philips wouldn't lend any validity or credence to her statement by saying anything.

Chairman Miller's approach has nothing to do with the Parade of Lights. There are opportunities such as a vacancy on the Main Street Board, morning coffee meetings and we also have elections coming up.

Vice-Chairman Slater noted in the letter the author says she doesn't have time to get more involved. Maybe the appropriate party to respond would be the Chamber of Commerce rather than the town getting involved.

Mr. Higuera thought this was a case of no good deed going unpunished. The town helped out on this event and all of a sudden it's become our event and we are taking the flack for all this. It is the chamber's event.

No further public comment.

CONSENT CALENDAR FOR POSSIBLE ACTION

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Motion Slater/Higuera to accept the consent calendar; items one, two and three.

- 1. <u>For Possible Action</u>: Correspondence Read and noted.
- 2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities Motion to accept.
- 3. <u>For Possible Action</u>: Approve November 2013 claims Motion to approve.

No public comment.

Upon call for the vote, motion carried.

ADMINISTRATIVE AGENDA

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

4. <u>Not for Possible Action</u>: Presentation about the Nevada League of Cities and Municipalities, presented by Wes Henderson, Executive Director. (Taken off agenda)

5. <u>Not for Possible Action</u>: Discussion on the Main Street Program Manager's Monthly Report of activities for November 2013.

Ms. Lochridge reported they do have a vacancy on the board. We are in the process of looking for another board member. This board member has to be within the district. We do have at least one in and two other people that contacted me who are interested. The Carson Valley Chamber of Commerce's Small Business Saturday promotion appeared to go very well. Over 100 entries were turned in. Several businesses said it was their best sales day in months. A lot of people are coming back with ideas and recommendations for next year. We had 50 \$25 American Express gift cards that were given away throughout the district. We partnered with the Historical Society for Saturday's parade. We are trying to have a centralized location, which we hope to move to Heritage Park next year. We will be setting up the announcing stand at the museum and will have mulled cider. Lentine's is bringing their pizza ovens. Coffee on the Main wants to set up out there as well. Last Saturday. I attended the East Fork Hotel Salud. They had a really nice crowd and took a photo from upstairs at Sharkey's with everyone down there.

6. <u>For Possible Action</u>: Presentation, discussion, and direction to staff, regarding an update on the Hellwinkel Flood Control Channel and project flood study and improvement plans (APN 1320-33-402-080), presented by Denton Peters of Northwest Hydraulics; with public comment prior to Board action. (Taken later in the agenda.)

For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2013. Discussion on the status of the Arbor Gardens property (APN:1220-03-210-015), with public comment prior to Board action:

Mrs. Amens reported they have been working on the transfer. We thought it would be fairly easy to do with a quitclaim deed, but that particular parcel is not in Syncon's name. It is actually with the financial company who is out of Santa Barbara, Pacific Capital Bank. I have been in contact with them. We need to have them sign off on it. I don't think there are any issues with this. There is nothing to approve at this point. We will bring it back hopefully for January.

Mike has also been working on the issue that we tabled and we will get back to you on that. The good news is that all three of the parcels involved are owned by the town and the question will be trying to put it into one parcel so it's more useful.

Mr. Dallaire added there are three parcels the town owns. The big parcel with the buildings on it is in the town's name but there is not a real deed. I would like to combine all three parcels. We do have an issue with the garage right behind the shop facility. The resident has been using that sliver of property for years to park on. We need to talk with them.

Vice-Chairman Slater asked if we will need to give him a grant of an easement.

Mr. Dallaire answered yes. He is accessing it from Toiyabe. There is sidewalk on one side and we want to connect the two together. That is the link then to Lampe Park from Chichester Estates. There are some kids that live in Kingslane that walk across in the morning to school. It is a safe route to school and we can get some grant funds for that. The project is designed and ready to go.

Vice-Chairman Slater went over what they will need: deed, record of survey and grant of easement only to that parcel. If that property changes hands what happens to the easement?

Mr. Dallaire thought it would be a perpetual access. They can make it a dual gate now so we can open it up, but I would like to do a big gate so that we can just get in there, load the equipment up and go out that way instead of out on the highway.

Mr. Philips asked when you grant the easement, are you going to be able to make it so they can't park their cars in the driveway.

Mr. Dallaire will have to talk to them. We will be landscaping that whole area similar to Toler. The sidewalk will be widened to eight feet and then right past there are two power poles in the middle of the DG that we will have to go around.

Vice-Chairman Slater would like to make sure the wording is appropriate in the easement.

 Discussion on a request to transfer APN#1220-04-101-024, the Town Maintenance Facility on US 395 from Douglas County to the Town; with public comment prior to Board action (approx. 25 minutes). (Taken off agenda)

8. <u>Not For Possible Action</u>: Discussion on the Town Manager/Engineer's Monthly Report of activities for November 2013.

Mr. Dallaire reported we had an issue with the Ranch at Gardnerville with the manholes. They did not comply with county standards. They used a couple concrete risers and then used another system. Alton is mixing the two different systems. We told him he has to use one system or the other. I am not sure which way they are going. The road is paved. The manhole rings are open. I am watching that. Also MGSD had an issue with the manhole at the

end of Ox Yoke. They had to cut open the road to patch that. The manhole was installed backwards or constructed wrong.

New Beginnings called me today. We will do an inspection tomorrow. The picnic tables are installed. They want to know where we want the trash receptacles. They want to be done by the end of this month. They have been working on the inside for quite some time.

We did a presentation in Tahoe at the BOCC on Eagle Gas and they will do their prioritization on Thursday. I will be down there at that meeting. Tomorrow I will be working on the sound system for Christmas.

Had a meeting with Mark Gonzales about their articles. Rumors have been going around that the county is going to try and consolidate the GID's and shut them down. The water company is a nonprofit but a utility nonetheless. I don't know what kind of conditions would have to happen for the water company to dissolve. If it was to dissolve they would have to be a 501c3 or c4. We can create a c4 per Mike Rowe. It would be in the best interest of the town's people who own the water system. We do have a say in it. But it is only one vote. In their articles it says you can vote but only one vote. It will be up to the board. I can bring it back for a discussion next month. I would like to set up an appointment with Mike or Debra and their attorney and discuss it. The problem is we are advisory to the county. Their concern is there is nothing to prevent the county from taking it over. If it came to the town the county could still come and get it is the water company's concern.

Vice-Chairman Slater asked is the 501c3 or 501c4 a nonprofit where it would still be okay for the residents.

Mr. Dallaire answered it would still be owned by the residents. It sounded to me like if that was to happen, the county, if they were to try to take it over, would have to come up with some money to buy it.

Vice-Chairman Slater asked if the water company would sell it to a nonprofit.

Mr. Dallaire answered they would not. It would have to be if the county came in to take it there would have to be some sort of transaction. If the water company dissolved, you would have to have a different 501c3 come in and take it over. The only reason the county would take it over would be if it failed. In the manager meetings there has been lots of discussion about the county wanting to take over some GID's. It was in discussion of all the water company GID's in Tahoe.

Mr. Philips shared the water company is an efficient system and the county wants to include it with the rest of the failed systems to try and raise our prices and bring everybody else's down.

Ms. Wenner added the rates in Tahoe are dependent on bonds and the rates down here are all metered. There are only a few places in Tahoe that are metered and they can charge by how much usage you have. Whereas down in the valley all the rates were set to be equal until they took over the new water system, which will be a different rate. It's definitely cheaper to have Town of Gardnerville water and Ranchos water rather than the county.

Vice-Chairman Slater asked if it would be of benefit to our residents for us to acquire that 501c3 certification.

Mr. Dallaire answered as a government entity we can't be a c3. We could be a c4. And we could have it so it is there just in case. There are a couple of other issues that were brought up. The resolution from the county said it was supposed to be a 318 and that never transpired.

Mr. Philips asked if there is a difference between a public utility district and a GID.

Mr. Dallaire answered there is, and there are a lot of regulations on how it is organized. They have a lot more authority than we do. So there are a lot of different governing rules on how you operate.

Vice-Chairman Slater mentioned when you look at the proposal it doesn't spell out the detail. People get the ballot in the mail and you just think it looks okay. Maybe that's not going to be the best thing for the residents.

Mr. Dallaire thought the only issue we have is it doesn't actually say it's going to the town. But the whole problem the water company has is they don't' want it going to the county. They are protecting the residents.

Vice-Chairman Slater asked what prompted this change.

Mr. Dallaire answered the rumor of the county wanting to take over the GID's and consolidating the water system in the valley.

Vice-Chairman Slater asked if the Gardnerville Water Company felt threatened by that potential takeover.

Mrs. Amens believed that once a GID is created it is controlled by its own charter. It is outside the control of the county. That would be an interesting argument.

Vice-Chairman Slater hopes people will take time and ask questions before they vote.

Mr. Dallaire continued his report. We have one employee that had an accident and he is not doing well. I will have to let him go. He is on probation. We will do that and invite him to come back when he recovers and is able. We are so shorthanded. The engineer applicant is considering the offer tonight. He will let me know tomorrow. He is excited about moving back here. The sidewalk analysis, they are finally working on our sidewalks. They are moving forward on the survey. Saturday's event, the Valley Christian Fellowship wants to pass out cocoa and cider in the park for the Parade of Lights. We will have Ted Nagle there and have the burn barrels. Our speaker system will be at the museum and Ted's system will be at the park playing music. We are passing out fliers for picking up the news 2 food drive on December 13. We will collect it all during the week. The guys will pass the fliers out. The survey we are doing will get people's name to be entered into the raffle for free trash service. We will do that drawing next month at the meeting.

9. <u>Not for Possible Action</u>: Discussion on the Board members committee reports including but not limited to: Carson Valley Arts Council, Regional Transportation Commission, Nevada League of Cities, and Main Street Gardnerville.

Vice-Chairman Slater has nothing to report for Nevada League of Cities. There is an upcoming meeting on the 4th and 5th of this month in Las Vegas. Because of the time, distance and cost I will wait for the minutes to be sent.

Chairman Miller stated Main Street's report was given by Paula.

Ms. Wenner reported the Carson Valley Arts Council has been getting contributions to pay for a community assessment study phase one. They were given that idea so they could turn it in with their grant application. The other thing they have is the board members who are liaisons between the arts council and the towns. They have created a position called an advisory position. They realize people on the board need to be active. They are hoping to get the county commissioners to appoint someone the first of each year to be on the arts council in an advisory position. They are still waiting on the job description.

Mr. Higuera reported January is the public hearings and March is the actual approval of the transportation plan. The other end of Waterloo is something I would like to get on the plan this time around so we have a straighter alignment. With the increase in traffic it will be important.

Chairman Miller would like to see the culvert covered up.

Mr. Dallaire advised Jeff is working on it and has plans for the extension of Mathias into Muller. Douglas County is actually putting in that crossing and paying for it. I met with them on the plans and we discussed it. There will be a slight jog in the road. The sidewalks line up but the sidewalks on the new part on both sides are offset by six foot landscaping strips and the sidewalk on Mathias is back of curb. There will eventually be a roundabout at Wal Mart.

10. For Possible Action: Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2014.

a. Election of Gardnerville Town Board Chairman for the 2014 calendar year; with public comment prior to Board action.

Motion by Wenner/Philips to nominate Linda Slater as chairman for 2014.

No further nominations.

No public comment.

Motion carried unanimously.

b. Election of Gardnerville Town Board Vice-Chairman for the 2014 calendar year; with public comment prior to Board action.

Motion Philips/Slater to nominate Lloyd Higuera as town board vice-chairman for 2014.

No further nominations.

No public comment.

Motion carried unanimously.

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

Chairman Miller stated Linda and I had discussed prior to this that she is on the Board of Directors and has a tenure position which would be in our favor to leave her in that position. I am working with Main Street quite a bit on the gardens. Unless one of you wants to swap we will leave things as they are.

Board members agreed.

Motion Higuera/Philips to appoint Ken Miller to the Main Street Gardnerville Board of Directors.

No public comment.

Upon call for the vote, motion carried unanimously.

b. Carson Valley Arts Council

Motion Slater/Higuera to appoint Mary Wenner to the Carson Valley Arts Council.

No public comment.

Upon call for the vote, motion carried unanimously.

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

Motion Higuera/Miller to appoint Linda Slater to the Nevada League of Cities.

No public comment.

Upon call for the vote, motion carried unanimously.

Vice-Chairman Slater shared when it comes to the Nevada League of Cities annual conference, I think that is something we should encourage all board members to try to participate in. But each year they alternate with the north and south. Any time we can do it I think we should. It is very beneficial.

Chairman Miller's only concern would be do we have the money in the budget.

Mr. Dallaire can discuss it during budget time. The next meeting will be in north Las Vegas.

Mr. Dallaire advised Denny is on his way. He is in south Carson.

Mr. Dreyer wanted to find out what the Hellwinkel Flood Channel is.

Mr. Dallaire explained the Hellwinkel Channel to Mr. Dreyer.

(Recess taken at 5:45 p.m).

(Meeting resumed at 5:55 p.m.)

6. For Possible Action: Presentation, discussion, and direction to staff, regarding an update on the Hellwinkel Flood Control Channel and project flood study and improvement plans (APN 1320-33-402-080), presented by Denton Peters of Northwest Hydraulics; with public comment prior to Board action.

Mr. Denny Peters, NHC out of Reno thanked the Board for their patience. It is important to Tom and I that we get this information to you. In June, we talked about additional modeling for the existing site that the channel is proposed on. That is what I am here to present. Mr. Peters went over the current flood zones, previous modeling and the new Flo2d model. It gives better results on a small scale. (Powerpoint presentation on the Hellwinkel Flood Channel)

Mr. Peters stated if we build this 95% interim channel it is the first step in a bigger solution. If this is all that ever happened I don't know that I would advise the money and time spent on it. It helps the ten year storm.

Mr. Dallaire felt there is value in that because as the flooding event comes up it will keep the highway open longer. There are huge losses with the volume of traffic if 395 is shut down due to a flood at this location. There is a huge benefit to NDOT to do some of these improvements.

Mr. Peters didn't think it would be difficult to get back for the next meeting in person or handouts on this exhibit where you have the existing condition. I can report the depths of flow in the street. This is the best model for that.

Chairman Miller called for public comment.

Mr. Henry Dreyer, representing Dreyer Ranches and the Dean Seeman Trust. Where you cross 395 where the two by ten culverts and you start your improvements, what will happen to the existing slough at that point?

Mr. Peters stated one of the things we are thinking about doing is inside the box have a gate that will pull the 12 cfs or so that that ditch is guaranteed or we may take that outside of all those improvements, hook it down the side and return it to an existing condition.

No further public comment.

Mr. Dallaire stated they have been working on the hazard mitigation plan. We helped with the update. FEMA hasn't gotten back to them but they approved it. The update is moving forward through FEMA and we were hoping the next development that would come in might donate property for a fire station or school behind Wal Mart in the Virginia Ranch development.

(There was lengthy discussion held on whether or not to proceed with the flood channel)

Mr. Philips would like to agendize this for next month so we can get a little more indepth and see if we want to quit on it or carry on.

Mr. Dallaire will do that.

Mr. Peters asked if there was anything they would like to see that they didn't see tonight that would help examine that. If you saw the 10 year in this fashion instead of the 100 year with those ideas in place, would that help? Not any more design work, just run the 10 year model through this. It takes a half a day. We can put in an exhibit and say here is what is missing. Maybe the channel does help. Then throw some depths of flow along here so you can say here is a side benefit that isn't necessarily flood plain driven but with all these things in place the flow drops by this amount on the highway.

Vice-Chairman Slater would like to see what your recommendation would be for the least amount of money but for the most benefit to the town and its residents.

Mr. Peters will flush out these possibilities and put some dollar amounts to them, come back and say here is a little snippet of a master plan. Here is what will actually go in the ground. Here is the cost. Here is the phasing strategy. Is it something you want to tackle?

Vice-Chairman Slater asked if we put the channel in and it's a standalone project, and if we didn't do anything at

all we would have the Q1 money to cover the cost, right.

Mr. Dallaire agreed. Phase 2 could be Eagle Gas storm drains.

Vice-Chairman Slater asked if we put the channel in subject to the Q1 money and that channel sits there until we decide which next phase we want to include, is there a downside to that.

Mr. Dallaire answered no.

Mr. Philips asked if they could get some information together, bring it back next month and get all of these questions answered.

Mr. Dallaire added without the channel there is nowhere for the storm drainage to go. There isn't an immediate benefit. We are going to put in a trench and cut open a trail. That's not going to make people very happy. We're going to add another trail so it links it back to Toler. That helps with the route to school issues and provides access to the property we purchased.

Mr. Higuera asked if we should do this as a 25 year event.

Mr. Peters believed it is reasonable for the drop inlets because NDOT has to approve those. I wasn't clear enough in separating the concepts of this big box improvement and the channel improvement being regional solutions to a big storm event, or parts of a regional solution to a big storm event. These would be considered solutions to a small local problem on a small storm event. These could really make an improvement unrelated to the flood zones and the FEMA mapping. We've been focused on regional flooding since we started this. If we step back and say these actually have a small storm benefit; this doesn't. The box is fine for a small storm. The channel is fine for a small storm. You need to separate those concepts.

Mr. Dallaire will bring it back.

Mr. Philips appreciates all of Mr. Peters work. We have been fighting an uphill battle.

Motion Higuera/Wenner to adjourn at 7:30 p.m. Motion carried.

Respectfully submitted,

Linda Slater Chairman Tom Dallaire Town Manager

Gardnerville Town Board

AGENDA ACTION SHEET



- 1. Title: Correspondence
- 2. Recommended Motion: Receive and File

3. Department: Administration

Prepared by: Tom Dallaire

4. Meeting Date: January 7, 2014 Time Requested: n/a

5. Agenda: Consent Administrative

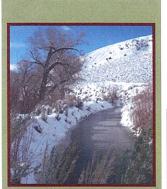
Background Information:

This section provides copies of letters or other correspondence received, that Staff feels are noteworthy for the Board members to review.

- 6. Other Agency Review of Action: Not Required
- 7. Board Action:
 - □ Approved □ Denied

Approved with Modifications Continued

Agenda Item #1



Silver	Saddle	Ranch	in	
C	Carson	City		

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The Flow

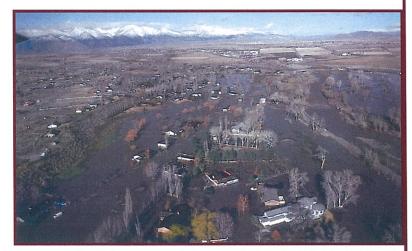
Delivering News from the Carson River Watershed Community

Winter 2013

Northern Nevada Flood Awareness Week By John Cobourn, University of Nevada Cooperative Extension

The Northern Nevada Flood Awareness Week and Media Campaign is a new, multiagency effort being planned for November 10-15, 2014. The University of Nevada Cooperative Extension (UNCE) is teaming up with the Nevada Division of Water Resources-Floodplain Management Program, the Nevada Division of Emergency Management, the US Army Corps of Engineers, and many other local and regional organizations to coordinate this educational event.

Northern Nevada is located in the Great Basin Desert: therefore, some residents who have not lived here long don't realize how often the region receives devastating floods. The Carson. Truckee, and Walker Rivers actually flood approximately every 10 to 15 years, usually in the winter. Since the last large



Rain swollen Carson River surrounds homes in Gardnerville during the 1997 flood. Photo courtesy of Marilyn Newton

flood occurred on January I, 1997, many people have developed "flood amnesia" and are unprepared for the next flood in our region.

The long term goal of the project is to encourage Nevada residents to make their homes and communities flood resilient. People can better prepare for flooding if they understand how their watershed works. Are they more vulnerable to floods on low-lying floodplains near major creeks and rivers, or from flash floods that rush from mountain canyons onto alluvial fans? Is their home in a designated FEMA 100 year floodplain? If so, their property has a 1% chance of sustaining flood damage each year. Key objectives of Flood Awareness Week are to make sure residents know their vulnerability to flood hazards and that they prepare for and reduce their risk from flooding.

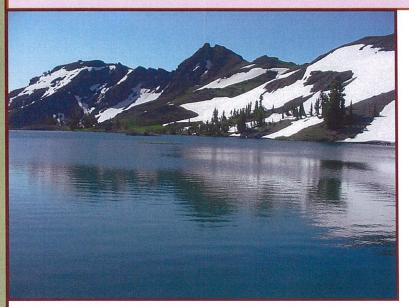
Much of the impetus for this program came from the Carson River Coalition (CRC), the Carson River Watershed citizens group supported by the Carson Water Subconservancy District (CWSD) and the Nevada Division of Environmental

(Continued on page 3)

The Flow

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Lost Lakes Dilemma By Karen Dustman, Alpine County Resident



Lost Lakes provides critical upstream storage at the top of the Carson River's West Fork.

When the Carson Water Subconservancy District (CWSD) purchased the Lost Lakes water rights in 2001, they hoped to remain good stewards of its 219-acre-feet for decades to come. But that was before California quadrupled its dam safety inspection fees.

Ed James, CWSD General Manager, shared that bad news at a Markleeville community meeting in Alpine County on September 25, 2013. Over a four-year period, California's mandatory dam inspection fees have jumped from \$1,192 to over \$5,000 for the pair of small dams at Lost Lakes.

CWSD uses Lost Lakes to benefit the Carson River Watershed. They keep the water in the lakes for recreational purposes during the summer and release it

from the dams in late fall each year, helping to maintain flow in the West Fork of the Carson River when natural runoff is at its lowest. This benefits not only fish and wildlife, but fishermen and recreational users of the river as well.

The annual Lost Lakes water release is "essential to the West Fork of the Carson River," said Judy Wickwire, a member of Friends of Hope Valley and Alpine Watershed Group. "Without it, we'll be in a lot of trouble here in Alpine County, both economically and environmentally."

But at present, California does not offer a reduced fee for environmental dam operators. "Unfortunately, we don't qualify for the farming and small business entity exemptions," observed James. "These state inspection fees help fund lots of programs, but they're programs that we don't use."

So, how can CWSD cope? Options presented at the recent community meeting included transferring all or a portion of the Lost Lakes water rights to downstream operators or selling the water rights to another agency like California Fish & Wildlife. While such transfers would save costs for CWSD, they would also halt the current benefit to the waters of the West Fork.

For community members at September's meeting, however, it was the possibility of a legislative solution that sounded most promising. If the California legislature could be persuaded to lower inspection fees for dams which provide environmental benefits, CWSD could continue to fund the Lost Lakes dam operation and its fall addition to the West Fork waters of the Carson. Both the CWSD Board and the Alpine County Board of Supervisors may be asked to weigh in soon. After that, the rest of the story would be up to California lawmakers.

Will Lost Lakes' water keep flowing, or will rising fees be too much to swallow? Stay tuned.

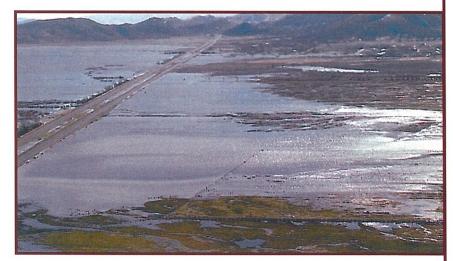
This article was published in the Record Courier on October 11, 2013.

Page 3

(Continued from page 1)

Protection. CRC Members worked with CWSD staff to write the *Carson River Watershed Regional Floodplain Management Plan* (Plan) in 2008. This Plan recommends nonstructural floodplain management, as opposed to costly and less effective structural methods such as flood levees. Nonstructural methods include improved floodplain mapping, education, and protection of open space in floodplains. The Plan specifically recommends flood hazard outreach and education, including the annual Flood Awareness Week. The Army Corps grant will allow increased public outreach education in all watersheds in Northern Nevada.

Flood Awareness Week is a way to remind the general public that we need to take action, before a flood occurs, to keep our homes, family, livestock, and pets safe. We need to have emergency supplies in our homes and a family disaster plan that includes communication options, evacuation routes, and meeting locations. Project organizers are reaching out to all Northern Nevada county and city Floodplain Managers to help plan fun, educational events in their communities. With funding from the Nevada Floodplain



Most of the Carson Valley is flooded January 1997. Photo courtesy of Marilyn Newton

Management Program and the Nevada Division of Emergency Management we will develop informational ads for TV, radio, and billboards to raise awareness prior to and during the week of the events.

University of Nevada Cooperative Extension will develop publications and PowerPoint presentation templates that can be used in community and club events. That way trusted local experts can make presentations to their communities across Northern Nevada. The US Army Corps of Engineers, Sacramento District, will purchase a table-top floodplain model that shows family members how effective floodplain management can reduce flood hazards for watershed communities. We hope to create an interesting and informative "film festival" about flooding that can be shown at public events and activities.

One of the most important goals for these educational events is to describe the value of the National Flood Insurance Program (NFIP). This program provides federally subsidized flood insurance to home and business owners at rates much lower than non-NFIP commercial rates. The Community Rating System (CRS) of the NFIP awards points to communities that increase their flood preparedness, and residents there will pay even lower premiums as their jurisdiction earns more points.

Most importantly, the University of Nevada Cooperative Extension and the State Floodplain Management Program seek interested citizens, teachers, public officials, and agency staff to help organize events in towns in each county in Northern Nevada. By joining our Flood Awareness Advisory Committee you will start the process for a successful program in Fall 2014. For more details, please call John Cobourn at 775 336-0244 or <u>cobournj@unce.unr.edu</u>.

Winter 2013

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Middle Carson River Projects

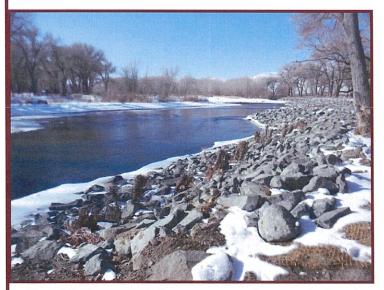
By Rich Wilkinson, Dayton Valley Conservation District

The Dayton Valley Conservation District (DVCD) is working on three river bank stabilization and revegetation projects on the Middle Carson River. The focus of these projects is to stabilize failing or eroding riverbanks, establish native vegetation, minimize sediment transport, and improve water quality. The stream banks are being protected by rock and bio -engineering treatments, such as rock riprap, willow bundles, willow poles, willow mattresses, erosion matting, and juniper tree revetments. These three projects encompass 1800 linear feet of riverbank and will cost approximately \$400,000 to complete.



Stream bank erosion on the Middle Carson River in Dayton, due to cottonwood trees falling over into the river.

Project construction began in October 2013 and is approximately 95% complete. DVCD will be reseeding approximately three acres of disturbed areas with native and desirable vegetation in an effort to re-establish wildlife habitat. DVCD will also be harvesting and planting close to 60,000 willows on the project and up to 300 juniper stems to complete the bio-engineering work.



The stabilized stream bank after restoration work was completed on the Middle Carson River in Dayton.

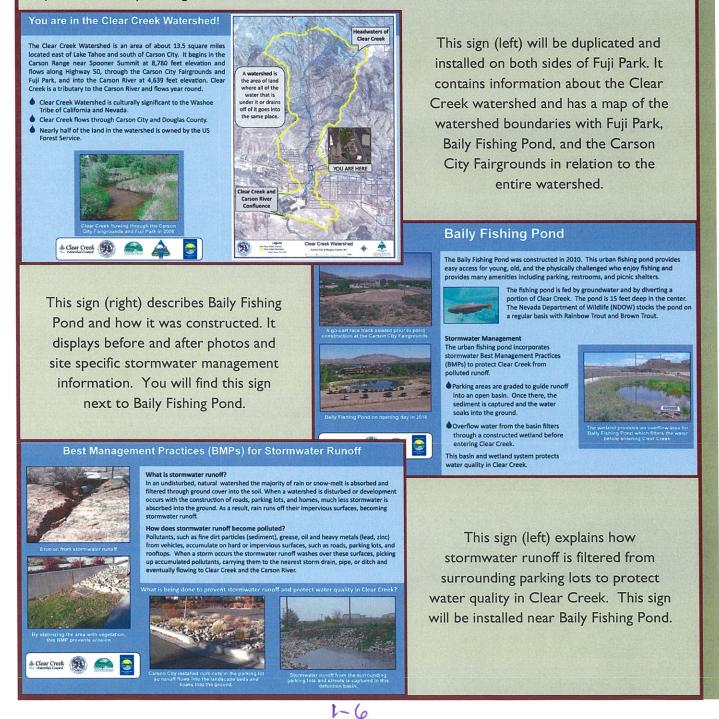
Along with DVCD staff, Rapid Construction LLC is the general contractor. Permitting agencies include the United Stated Army Corps of Engineers, Nevada Division of State Lands, Nevada Division of Environmental Protection, and the State Historic Protection and Preservation Society.

DVCD anticipates completing the project by the end of January 2014 with annual monitoring. Special thanks to our funding partners Nevada Division of Environmental Protection 319 (H) program, Carson Truckee Water Conservancy District, Lyon County, Carson Water Subconservancy District, and the Nevada Conservation District Program.

Winter 2013

New Signage for Clear Creek By Courtney Walker, Carson Water Subconservancy District

At the end of 2013, four new signs will be installed near Baily Fishing Pond and Fuji Park near Clear Creek and the Carson City Fairgrounds. Special thanks to the generous anonymous donor who made these signs possible. Partners include Carson City Parks Department, Clear Creek Watershed Council, Nevada Division of Environmental Protection, and Carson Water Subconservancy District. Next time you're at Fuji Park and Baily Fishing Pond check them out!



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The Flow

Mayweed Chamomile Update By Brenda Hunt

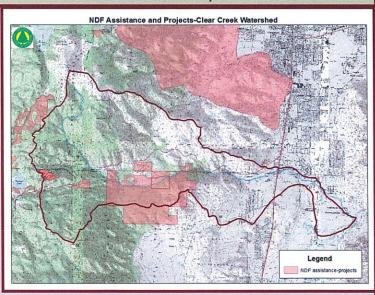
The Summer 2013 issue of *The Flow* contained an article on proposed regulation changes relating to Mayweed Chamomile, (*Anthemis cotula*) a Nevada listed noxious weed. On December 11, 2013, the Nevada Department of Agriculture (NDA) held a public hearing to solicit public comments on proposed regulation changes to NAC 587.173 which governs Nevada's noxious weed seed list. The proposed change would **except** Mayweed Chamomile seed, from Nevada's weed **seed** list, while keeping it on the Nevada's noxious weed list. On December 20, 2013, NDA Director Barbee announced, "After careful consideration of all sides, we have decided to not act on this regulation, which would have removed Mayweed chamomile from Nevada's prohibited seed list. The plant spreads quickly and may be damaging to humans and livestock. We are aware of the impact our decisions have on interstate commerce – however, we believe this is the most appropriate course of action at this time. Noxious and invasive plants in Nevada have severe negative impacts on our agriculture industry, wildlife, natural resources and recreational opportunities." CWSD is pleased with this outcome and thanks everyone who attended the hearing! Your input was critical! See the NDA website for the entire press release:

http://agri.nv.gov/News/2013/Nevada_Dept__of_Agriculture_takes_no_action_on_Mayweed_chamomile_regulation_change/

State Forest Management in the Clear Creek Watershed By John Watermolen, Nevada Division of Forestry

The Nevada Division of Forestry (NDF) actively manages the forest in the Clear Creek watershed. NDF is currently working on a section of Lake Tahoe State Park land in the upper watershed near Kings Canyon Road. The project entails thinning the stand to improve tree spacing, adjusting the mix of tree species, and reducing understory fuel in an effort to create a healthier and more fire tolerant forest.

NDF has also improved the forest stand conditions on the State-owned Clear Creek Conservation Camp and, where possible, coordinated efforts with the federal land managers in the watershed on adjacent projects.



The maroon boundary delineates the Clear Creek watershed boundary. The pink areas represent NDF project areas.

In the early 2000's, NDF began helping

landowners develop stewardship plans to address forest health and wild land fire hazard issues on their properties. NDF recently began working with the Clear Creek Tahoe Golf Course to develop a Forest Stewardship Plan for their property. The plan will document the landowner's objectives, provide an inventory of natural resource assets and conditions, and outline management strategies to reach the landowner's goals. Likely issues to be addressed are forest health, wildlife habitat, and wildfire hazard. Landowners interested in developing or revising a Forest Stewardship Plan are encouraged to contact John Watermolen, Forest Stewardship Program Manager with NDF, at (775) 684-2530.

The Flow

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Dayton Student Wins 2nd Place in Nevada Poster Contest By Courtney Walker, Carson Water Subconservancy District

Each year the National Association of Conservation Districts organizes the National Conservation Poster Contest. The posters are grouped by grades and judged by a sponsoring Conservation District. The top three posters compete at the Nevada Association of Conservation Districts' meeting in the fall. Any first place winners at the state level are sent to the national contest in Washington, D.C.

Peter Miklich, 12, a sixth grader from Sutro Elementary School, and his class were assigned homework to create a poster to be entered into the contest, sponsored by Dayton Valley Conservation District. This year's theme was "Where Does Your Water Shed?" Peter's teacher, Ms. Leifer, taught the class what a watershed is and why water conservation is important in our arid climate in Nevada.



Peter Miklich and Ms. Leifer from Sutro Elementary School with Peter's 2nd place poster.

Peter's poster was chosen to compete at the state level, and received 2nd place in the 4th-6th grade category. Peter received a gift of \$30, donated by Newmont Mining, and a ribbon and certificate of achievement. Peter stated he is lucky to live in the beautiful Carson River Watershed. We think so too!

Lahontan and Stillwater Conservation District's New Employee! By Courtney Walker, Carson Water Subconservancy District

CWSD would like to welcome the new Lahontan and Stillwater Conservation District's Conservation Specialist, Jackie Bogdanowicz, to the Carson River Watershed! Jackie grew up in Fallon and is a 100% Nevada girl that loves livestock and the country. As a kid Jackie was active in both 4-H and FFA and showed hogs, sheep, and steers. She was in her first rodeo when she was three years old and continued to rodeo until she graduated high school.

Jackie attended Brigham Young University – Idaho and received



a Bachelors in Animal Science in 2006. She worked in Ogden, Utah for Cargill Animal Nutrition as a Territory Manager and Livestock Nutrition Consultant for six years. Jackie recently moved back to Fallon to be closer to her family and started working for the Lahontan and Stillwater Conservation Districts five months ago. She enjoys working with producers and landowners in the Lahontan Valley and helping them solve problems while conserving resources. Jackie loves teaching students about the Carson River Watershed and our natural resources on field days with local schools. She also coordinates bank stabilization and revegetation projects along the Lower Carson River with other local partners. She looks forward to getting to know and working with everyone along our watershed. Next time you're in Fallon stop by and say hi to Jackie!

The Flow

FOR INFORMATION ON REGULARLY SCHEDULED MEETINGS VISIT www.cwsd.org

Editor: Brenda Hunt

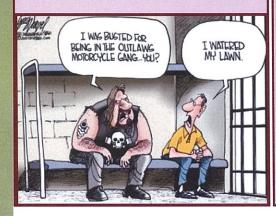
Thanks to Staff & Contributors!

John Cobourn Karen Dustman Rich Wilkinson Courtney Walker Brenda Hunt John Watermolen The 2014 Water Year is not starting out well and experts are not optimistic that it will improve much over the next five months.

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The prediction from the National Oceanic and Atmospheric Administration (NOAA) is for the third year in a row is that the Carson River runoff will likely be below average.

There is a possibility that the water picture can improve, as January is typically our wettest month, so do your snow dance!



UPCOMING EVENTS

Nevada Water Resources Association 2014 Annual Conference: February 3-6, 2014, Las Vegas, NV. Registration now open and calling for abstracts. <u>http://www.nvwra.org/eventinformation/</u>

Eagles and Agriculture: February 21-23, 2014, Carson Valley, NV. Registration open soon. <u>www.carsonvalleynv.org</u>

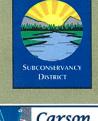
Carson River Coalition Meeting March, 2014, (Exact date to be determined) Carson City, NV. www.cwsd.org

World Water Day March 22, 2014, Worldwide www.waterday.org

Water Education Workshop April 16, 23, 30 & May 7, Genoa, NV. Learn how to address Next Generation Science Standards in the classroom. http://www.ndep.nv.gov/edu/

CARSON WATER SUBCONSERVANCY DISTRICT 777 E. William St., #110A Carson City, NV 89701

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cwsd@cwsd.org



RSON WATER



This newsletter has been developed in part with Clean Water Act 319 (h) funds from the Nevada Division of Environmental Protection.





Gardnerville Town Board

AGENDA ACTION SHEET

- 1. Title: Health and Sanitation Monthly Report
- 2. Recommended Motion: Accept as submitted

Funds Available: 🛄 Yes 🔄 N/A

3. Department: Health and Sanitation

Prepared by: Carol Louthan

Phone Number: 782-7134

4. Meeting Date: January 7, 2014

Time Requested: none

5. Agenda: Consent

Administrative

6. Background Information:

Residential Accounts	1728
Commercial Accounts	219
Green Waste Accounts	1148
Cleanup Dumpsters	3
X-cans	656
# of new residential	5 new owners & 4 accts
accounts	transferred to new owners
# of new commercial	0
accounts	
Minimum User Accounts	39
Total tons of trash	308.39
Total tons of Greenwaste	36.84

- 7. Other Agency Review of Action:
- 8. Board Action:

Denied

Approved with Modifications Continued

Health & Sanitation Report 12/3/13 Craig Tuthill

Change out tires on 615, 609,608

Changed out green waste cans, which is ongoing Have to replace pto pump on 612 Repairing oil distribution pump for bulk oil Delivered 9 cleanup bins Dumped and removed 9 Delivered extra trash cans Training Duane winters on trash trucks, and routes Picked up extra green waste 2x this month Had limb pickup Had trash truck jack repaired Replaced work lights on 615,609 Swept every Monday for leaf pickup Did service on 605 Greased trash trucks

Change out tires on 615, 609,608 Changed out green waste cans, which is ongoing Have to replace the pump on 612 Repairing oil distribution pump for bulk oil Delivered 9 cleanup bins Dumped and removed 9 Delivered extra trash cans Training Duane winters on trash trucks, and routes Picked up extra green waste 2x this month Had limb pickup Had trash truck jack repaired Replaced work lights on 615,609 Swept every Monday for leaf pickup Did service on 605 Greased trash trucks

Parks & Public Works Report Mike Plut

Parks: Tree city paperwork Is almost complete with the addition of Carrick Detention Pond we are looking at trying to do a growth award.

The shrubs around town are almost completely done. The seasonal staff is doing excellent job. Heritage Park will be mowed one more time to mulch leaves.

Public works: We did some work at the ramp at the hospital crosswalk on Virginia Ranch Road To make it more wheelchair accessible. All Christmas decorations are installed on 395, Gilman, Mission and Eddy Street. We are working on some electrical problems on Eddy Street The problems appear to be worked out but we will keep an eye on it. The new Christmas tree for the top of the Heritage Park pavilion has been installed.

We expect to remove Christmas lights on the week of January 6th.

Clark plumbing has repaired the heater motor at Town hall.

The company H20 picked up the fuel tote at Eagle gas.

The maintenance workers at the Middle school are cutting the field between slaughterhouse and high school to help out with the fireworks. We are working on the rest.

Gardnerville Town Board

AGENDA ACTION SHEET



- 1. Title: Approve December 2013 claims
- 2. Recommended Motion: Approve claims as submitted

Funds Available: 🖳 Yes 🛛 🛄 N/A

3. Department: Administration

Prepared by: Carol Louthan

4. Meeting Date: January 7, 2014

Time Requested: none

- 5. Agenda: Consent Administrative
- 6. Background Information:

This report is generated through claims submitted to the Douglas County Comptroller by the Town. If backup material is necessary for your review it can be found on file at the Town office.

7. Other Agency Review of Action: 🔄 N/A

8. Board Action:

Approved Denied

Approved with Modifications Continued

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Accounts Payable by G/L Distribution Report

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15853 - Carson City Landfill	10090435	228079	# 013944 Paid by Check		11/25/2013	12/13/2013	12/13/2013	12/13/2013	583,48
15853 - Carson City Landfill	10090728	228079	# 013944 Paid by Check		11/26/2013	12/13/2013	12/13/2013	12/13/2013	412.96
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9016 - Douglas Disposal Inc	40990612 11/13	40990612	# 013374 Paid by Check # 614235	3.	12/01/2013	12/20/2013	12/20/2013	12/20/2013	3,599.28
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Accounts Payable by G/L Distribution Report

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Report 3 - 12/31/13	Invoice Amount	18.76 25.44	13.98	5.70	300.00	700.00	1,408.04	105.00	48.50	71.76	\$2,697.18	199.23	\$199.23	50.28	81.71	68.29	123,84	131.71	350.41	\$806.24	319.67	\$319.67	Page 9 of 12
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	Vendor Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair	11985 - Ace Hardware 11985 - Ace Hardware	11985 - Ace Hardware	11985 - Ace Hardware	13485 - Ahern Rentals Inc	2510 - Parts House	7100 - Amrep Inc	8043 - Mark Smith Tire Center Inc	8043 - Mark Smith Tire Center Inc	25251 - TEC Equipment Inc	Account E30 000 - Doutor	2924 - NV Energy	Associate 630.000 Location	3021 - Southwest Gas-Las Vegas	 Southwest Gas-Las Vegas 	- Southwest Gas-Las Vegas	 Southwest Gas-Las Vegas 	3021 - Southwest Gas-Las Vegas	 Southwest Gas-Las Vegas 		Account 5-20.097 - Maint Bad 20845 - Clark Plumbing & Heating Comp 00		Run by Carol Louthan on 01/02/2014 11:36:33 AM

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782-3856 11/13 77578238560808025 Paid by Check
842011146-00001 Paid by Check # 614447
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600003046 Paid by Check # 613670
012070 G'VILLE Paid by Check # 614229
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Paid by Check # 613769

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X			Account	deyad s	le by (Accounts Payable by G/L Distribution Report G/L Date Range 12/01/13 - 12/31/13	Report 3 - 12/31/13
Vendor Fund 610 - Gardnerville Town	Invoice No.	Invoice Description	Status Held	Held Reason Invoice Date	ste Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Department 926 - Other Public Works Account 532.028 - Uniforms 15118 - Magic Stitches Inc	s ms 14557	G'VILLE	Paid by Check # 613747	11/01/2013	3 12/06/2013	12/06/2013	12/06/2013	5.00
5785 - Alsco Inc	LREN868809	000330	# 613917	11/05/2013	3 12/13/2013	12/13/2013	12/13/2013	4.35
5785 - Alsco Inc	LREN870822	000330	# 613917	11/12/2013	3 12/13/2013	12/13/2013	12/13/2013	4.34
5785 - Alsco Inc	LREN872872	000330	# C1221/ Paid by Check # 613917	11/19/2013	3 12/13/2013	12/13/2013	12/13/2013	4.35
5785 - Alsco Inc	LREN874863	000330	# 613917	11/26/2013	3 12/13/2013	12/13/2013	12/13/2013	4.34
				Account 532.028 - Uniforms Totals	Uniforms Totals	Invoio	Invoice Transactions 5	\$22.38
Account 562.000 - Capital Projects 9623 - Briggs Electric Inc 14061-I	l Projects 14061-D	TOG01	Paid by Check # 613608	11/18/2013	3 12/06/2013	12/06/2013	12/06/2013	5,000.00
15292 - H2O Enviromental Inc	008390720	G'VILLE	# c12000 # 613700	11/25/2013	3 12/06/2013	12/06/2013	12/06/2013	2,282.00
4030 - Northwest Hydraulic Consultants Inc 17440	IC 17440	G'VILLE	# 012700 Paid by Check # 613773	11/12/2013		12/06/2013 * 12/06/2013	12/06/2013	7,384.00
2514 - Stowell Candace	5	G'VILLE	# 614123	12/02/2013	3 12/13/2013	12/12/2013	12/13/2013	245.00
1113 - Do Co Community Development	EP 2098	G'VILLE	# Check # 613077	12/02/2013	3 12/13/2013	12/13/2013	12/13/2013	65,00
5189 - R O Anderson Engineering Inc	33351	G'VILLE	# 614367	11/18/2013	3 12/20/2013	12/20/2013	12/20/2013	2,000.00
5189 - R O Anderson Engineering Inc	33352	G'VILLE	# 011302 Paid by Check # 614363	11/18/2013	3 12/20/2013	12/20/2013	12/20/2013	1,100.00
4030 - Northwest Hydraulic Consultants Inc 17584	1c 17584	G'VILLE	# c14631 # 614631	12/12/2013		12/27/2013 * 12/27/2013	12/27/2013	9,106.00
				Account 562.000 - Capital Projects Totals Department 926 - Other Public Works Totals Fund 610 - Gardnerville Town Totals	Projects Totals ic Works Totals Ille Town Totals	Invoic Invoic Invoic	Invoice Transactions 8 Invoice Transactions 28 Invoice Transactions 88	\$27,182.00 \$36,167.75 \$76,639.12

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-		e & Oil Totals	Acronut 532.003 - Ga	# 614246			
12/20/2013	12/20/2013	12/20/2013	11/30/2013	Paid by Check	8308	CFS0747809	3814 - Fiyers Energy LLC
12/06/2013	12/06/2013	12/06/2013	11/15/2013	Paid by Check	8308	CFS0741184	3814 - Flyers Energy LLC
ice Transactions 1		ieering Totals				Oil	Account 532.003 - Gas & Oil
12/06/2013	12/06/2013	12/06/2013	. 11/12/2013	Paid by Check # 613809	G'VILLE	13-01418	2702 - Resource Concepts Inc
ice Transactions 7		ı t Road Totals	Account 520.103 - Main			erina	Account 521.200 - Engineering
12/27/2013	12/27/2013	12/27/2013	12/09/2013	Faid by Check	2 6035322502697513	FCH-005166823	14747 - Home Depot (Gville)
12/27/2013	12/27/2013	12/27/2013	11/14/2013	Paid by Check	6035322502697513	625228	14747 - Home Depot (Gville)
12/13/2013	12/13/2013	12/13/2013	11/25/2013	Paid by Check	205304	12749528-1	13485 - Ahern Rentals Inc
12/13/2013	12/13/2013	12/13/2013	11/18/2013	Paid by Check	205304	12725629-1	13485 - Ahern Rentals Inc
12/13/2013	12/13/2013	12/13/2013	11/15/2013	F ctotto Paid by Check	205304	12697981-1	13485 - Ahern Rentals Inc
12/06/2013	12/06/2013	12/06/2013	11/04/2013	Paid by Check	6035322502697513	6252131	14747 - Home Depot (Gville)
12/06/2013	12/06/2013	12/06/2013	11/06/2013	Paid by Check	1236	nuau 086711/1	Account 320.103 - 14404
ite Transactions 1		t Lights Total	Account 520.095 - Street				been beiness COF OCH fouriers
12/13/2013	12/13/2013	12/13/2013	11/23/2013	Paid by Check # 614061	791804	791804 11-13	2924 - NV Energy
lice Transactions 3		Repair Total	t 520.084 - Replacement &	Accoun		t Liahts	Account 520.095 - Street Lights
12/13/2013	12/13/2013	12/13/2013	10/31/2013	# 01 by Check # 614082	4170	526906	2510 - Parts House
12/13/2013	12/13/2013	12/13/2013	11/08/2013	Paid by Check	4170	528235	2510 - Parts House
12/13/2013	12/13/2013	12/13/2013	11/13/2013	Paid by Check # 613915	2897911	9022092692	7668 - Airgas USA LLC
lice Transactions 1		emoval Total	Account 520.017 - Snow R			riement & Renair	Acronint 520 084 - Renta
12/20/2013	3 12/20/2013			Paid by Check # 614241	TTOONIWAN	Removal NVMIN38529	Account 520.017 - Snow Removal 18821 - Fastenal Industrial/Cons Suppl NVMIN
							Fund 610 - Gardnerville Town
Received Date Payment D	G/L Date			Status	Invoice Description	Invoice No.	Vendor
- Date Range 12/01/13 - 12/31/13	e/l						
	- Date Range 12/01/1 Received Date Payment Date I2/20/2013 I2/13/2013 I2/12/2013 I2/12/2013 I2/12/2013 I2/12/2013 I2/12/2013	G/L Date G/L Date G/L Date Invoid Invoid 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013	G/L Date G/L Date G/L Date Invoid Invoid 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013 12/06/2013	G/LHeld ReasonInvoice DateDue Date G/L Date11/21/201312/20/201312/20/2013 $Invoic11/13/201312/13/201312/13/2013Invoic11/13/201312/13/201312/13/2013I2/13/201311/08/201312/13/201312/13/2013I2/13/201311/08/201312/13/201312/13/2013Invoic11/123/201312/13/201312/13/2013I2/13/2013Account 520.095 - Street Lights12/06/2013I2/06/201311/16/201312/13/2013I2/13/2013I1/13/201311/16/201312/13/2013I2/13/2013I1/13/201311/15/201312/13/2013I2/13/2013I1/13/201311/16/201312/13/2013I2/13/2013I2/13/201311/16/201312/13/2013I2/13/2013I2/13/201311/11/2/201312/13/2013I2/13/2013I2/13/2013Account 520.10312/13/2013I2/13/2013I1/13/2013Account 520.10312/13/2013I2/13/2013I1/13/2013Account 520.10312/13/2013I2/13/2013I1/13/2013Account 521.200Engineering TotalsInvoicAccount 5221.200Engineering TotalsI1/12/2013I2/06/2013Account 532.003Gas & OII TotalsI1/12/2013I2/06/2013$	G/L Held Reason invoice Date Due Date G/L Date Held Reason 11/21/2013 12/20/2013 12/20/2013 Account 520.017 - Snow Removal Totals invoic invoic 11/13/2013 12/13/2013 12/13/2013 invoic 11/13/2013 12/13/2013 12/13/2013 12/13/2013 11/13/2013 12/13/2013 12/13/2013 invoic 11/13/2013 12/13/2013 12/13/2013 invoic 11/15/2013 12/13/2013 12/13/2013 invoic Account 520.095 - Street Lights Totals invoic invoic 11/15/2013 12/13/2013 12/13/2013 12/13/2013 11/14/2013 12/13/2013 12/13/2013 12/13/2013 11/14/2013 12/13/2013 12/13/2013 12/13/2013 11/14/2013 12/13/2013 12/13/2013 12/13/2013 11/14/2013 12/13/2013 12/13/2013 12/13/2013 11/14/2013 12/13/2013 12/13/2013 12/13/2013 Account 520.103 - Maint Road Totals <	G/L Status Held Reason Invoice Date Due Date G/L Date Paid by Check 11/21/2013 12/20/2013 12/20/2013 12/20/2013 Paid by Check 11/13/2013 12/13/2013 12/13/2013 12/13/2013 Paid by Check 11/16/2013 12/13/2013 12/13/2013 17/13/2013 Paid by Check 11/16/2013 12/13/2013 12/13/2013 12/13/2013 Paid by Check 11/16/2013	Invoice No. Invoice Description Status Heid Reason Invoice Date Due Date C/L Date emonal wmmu38529 Wmm001.1 #aid by check 11/21/2013 12/20/2013 12/20/2013 emonal #aid by check 11/13/2013 12/13/2013 12/13/2013 12/13/2013 902.0926952 2897911 #aid by check 11/13/2013 12/13/2013 12/13/2013 902.0926952 2897911 #aid by check 11/13/2013 12/13/2013 12/13/2013 903.00 4170 #aid by check 11/13/2013 12/13/2013 12/13/2013 528306 4170 #aid by check 11/13/2013 12/13/2013 12/13/2013 51910 #51404 Totom f 520.008 - Freet Lights fortals Totom f 520.013 12/13/2013 91015 74.004 11/13/2013 12/13/2013 12/13/2013 12/13/2013 19104 11/13/2013 12/13/2013 12/13/2013 12/13/2013 12/13/2013 19105 12/13/2013 12/13/2013 12/13/2013 12/13/2013

Accounts Payable by G/L Distribution Report

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Fund 610 - Gardnerville Town	Invoice No.	Invoice Description	Status	Held Reason I	Invoice Date	Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Department 923 - Parks & Recreation									
Account 533.817 - Small Projects 11985 - Ace Hardware 08666	ojects 086666/1	1236	Paid by Check		11/04/2013	12/06/2013	12/06/2013	12/06/2013	9.49
11985 - Ace Hardware	086711/1	1236	# 613570 Paid by Check	-	11/06/2013	12/06/2013	12/06/2013	12/06/2013	11.96
11985 - Ace Hardware	086767/1	1236	# 613570 Paid by Check	-	11/08/2013	12/06/2013	12/06/2013	12/06/2013	3.49
18821 - Fastenal Industrial/Cons Suppl	NVMIN37929	1100NIMVN	# 013570 Paid by Check	-	10/30/2013	12/06/2013	12/06/2013	12/06/2013	40.98
5331 - Signs of Excitement Inc	3161	G'VILLE	# 0130/3 Paid by Check	-	11/18/2013	12/06/2013	12/06/2013	12/06/2013	54.00
13485 - Ahern Rentals Inc	12674720-1	205304	# 013841 Paid by Check		11/04/2013	12/13/2013	12/13/2013	12/13/2013	14.95
13485 - Ahern Rentals Inc	12749528-1	205304	# 013914 Paid by Check		11/25/2013	12/13/2013	12/13/2013	12/13/2013	8.69
11558 - Costco-Comptroller	7237 11/13	7003731100017237	# 013914 Paid by Check	-	11/26/2013	12/13/2013	12/13/2013	12/13/2013	101,99
2549 - Dallaire Tom-Petty Cash	12-13 G'VILLE	PETTY CASH	# 013900 Paid by Check	-	12/09/2013	12/20/2013	12/20/2013	12/20/2013	25,00
12997 - Do Co Procurement Program	11-13	G'VILLE	# 014224 Paid by Check	-	11/27/2013	12/20/2013	12/20/2013	12/20/2013	104.93
18821 - Fastenal Industrial/Cons Suppl	UALLAIKE NVMIN38529	TIOONIMAN	# 014230 Paid by Check		11/21/2013	12/20/2013	12/20/2013	12/20/2013	25.04
74 - Jay Aldrich Photographer	1455	G'VILLE	# 014241 Paid by Check # 214260	, ,	12/10/2013	12/20/2013	12/20/2013	12/20/2013	297.50
22633 - Sierra Nevada Media Group	1057644113013 1057644	1057644	# b14280 Paid by Check # 614397	44	11/30/2013	12/20/2013	12/20/2013	12/20/2013	225.00
			Depi	Account 533.817 - Small Projects Totals Department 923 - Parks & Recreation Totals	7 - Small Pro arks & Recre	jects Totals ation Totals	Invoi	Invoice Transactions 13 Invoice Transactions 22	\$923.02 \$2,256.48

Accounts Payable by G/L Distribution Report G/L Date Range 12/01/13 - 12/31/13

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	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Die Date	G/l Date Do	Baraived Data Dournoot Data	
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.037 - Weed Spraying	Spraying								
1130 - Do Co Weed Control	31534W	G'VILLE	Paid by Check # 613662		08/30/2013	12/06/2013	12/06/2013	12/06/2013	288.50
1.084 - Replace	Account 520.084 - Replacement & Repair			Account 520.037 - Weed Spraying Totals	7 - Weed Spr	aying Totals	Invoice T	Invoice Transactions 1	\$288.50
	12650772-1	205304	Paid by Check		11/06/2013	12/13/2013	12/13/2013	12/13/2013	42.28
	12733972-1	205304	Paid by Check		11/20/2013	12/13/2013	12/13/2013	12/13/2013	79.89
	12637075-2	205304	# 613914		11/05/2013	12/13/2013	12/13/2013	12/13/2013	(5.16)
	9022092692	2897911	Paid by Check # 613915		11/13/2013	12/13/2013	12/13/2013	12/13/2013	278.04
	530248	4170	# 614082		11/21/2013	12/13/2013	12/13/2013	12/13/2013	9.98
12997 " Do Co Procurement Program	11-13 NICHOLSON	G'VILLE	Paid by Check # 614230		11/27/2013	12/20/2013	12/20/2013	12/20/2013	90.11
Account 520.089 - Power			Account	Account 520.084 - Replacement & Repair Totals	acement & R	epair Totals	Invoice T	Invoice Transactions 6	\$495.14
	791804 11-13	791804	Paid by Check # 614061		11/23/2013	12/13/2013	12/13/2013	12/13/2013	496.52
Account 532.003 - Gas & Oil	ii.			Account	Account 520.089 - Power Totals	ower Totals	Invoice T	Invoice Transactions 1	\$496.52
	CFS0741184	8308	Paid by Check # 613679		11/15/2013	12/06/2013	12/06/2013	12/06/2013	53.30
				Account 53	Account 532.003 - Gas & Oil Totals	& Oil Totals	Invoice Ti	Invoice Transactions 1	\$53.30

Accounts Payable by G/L Distribution Report G/L Date Range 12/01/13 - 12/31/13

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1 Report /13 - 12/31/13	ate Invoice Amount		35.00	90.00	\$125.00	35,99	\$35.99	21.90	\$21.90		\$32,000.00		\$1,998.00	95.23	189.99	142.50	37.50	\$465.22 \$38,214.89
Distribution Report G/L Date Range 12/01/13 - 12/31/13	Received Date Payment Date		12/27/2013	12/27/2013	Invoice Transactions 2	12/20/2013	Invoice Transactions 1	12/20/2013	Invoice Transactions 1	12/27/2013	Invoice Transactions 1	12/20/2013	Invoice Transactions 1	12/06/2013	12/20/2013	12/20/2013	12/20/2013	Invoice Transactions 4 Invoice Transactions 38
a/L Di G/L	G/L Date		12/27/2013	12/27/2013	Invoid	12/20/2013	Invoid	12/20/2013	Invoic	12/27/2013	Invoid	12/20/2013	Invoid	12/06/2013	12/20/2013	12/20/2013	12/20/2013	Invoic Invoic
e by	Due Date		12/27/2013	12/27/2013	erships Totals	12/20/2013	<pre><pre>totals</pre></pre>	12/20/2013	ication Totals	12/27/2013	ervices Totals	12/20/2013	ervices Totals	12/06/2013	12/20/2013	12/20/2013	12/20/2013	ipplies Totals Admin Totals
Accounts Payable by G/L Distribution Report G/L Date Range 12/01/13 - 12/31/13	Held Reason Invoice Date		12/18/2013	12/12/2013	Account 520.170 - Memberships Totals	12/02/2013	Account 520.187 - Internet Expense Totals	12/09/2013	Account 520.200 - Training & Education Totals	12/19/2013	Account 521.100 - Professional Services Totals	12/04/2013	Account 521.130 - Legal Services Totals	11/13/2013	11/27/2013	11/19/2013	12/01/2013	Account 533.800 - Office Supplies Totals Department 921 - Gardnerville Admin Totals
Accourt	Status		Paid by Check # 614671	Paid by Check # 614711		Paid by Check # 614215	-	Paid by Check # 614224	Account	Paid by Check # 614611	Account	Paid by Check # 614375	~	Paid by Check # 613566	Paid by Check # 614230	Paid by Check	Paid by Check	_
	Invoice Description		G'VILLE	NICHO-3		8354110060012509		PETTY CASH		G'VILLE		GVILLE		296958	G'VILLE	G'VILLE	G'VILLE	
	Invoice No.	nin Iberships	13 NICHOLSON	13452		rnet Expense 0012509 12/13		ning & Education 12-13 G'VILLE		essional Services 8-PYMT 1		1 Services 23126	e Supplies	4870724	11-13 I OUTHAN	40552	41564	
X	Vendor	Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 520.170 - Memberships	6680 - Secretary Of State	3402 - Warren Reed Insurance		Account 520.187 - Internet Expense 15887 - Charter Communications 0012509		Account 520.200 - Training & Education 2549 - Dallaire Tom-Petty Cash 12-13 G'VILLI		Account 521.100 - Professional Services 27041 - Main Street Gardnerville 8-PYMT 1		Account 221.120 - Legal Services 10816 - Rowe Hales & Yturbide LLP 23126	Account 533.800 - Office Supplies	6089 - A-#1 Chemical Inc	12997 - Do Co Procurement Program	16648 - E Squared C	16648 - E Squared C	

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						G/L Date R	G/L Date Range 12/01/13 - 12/31/13	- 12/31/13
Vendor	Invoice No.	Invoice Description	Status Held F	Heid Reason Invoice Date Due Date	Due Date	G/L Date Received L	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin	C.							
Account 3 20.064 - Keplace 11985 - Ace Hardware	ттепт « кераг 086695/1	1236	Paid by Check	11/05/2013	12/06/2013	12/06/2013	12/06/2013	18.75
11985 - Ace Hardware	086894/1	1236	# 6135/0 Paid by Check	11/15/2013	12/06/2013	12/06/2013	12/06/2013	25.44
11985 - Ace Hardware	087054/1	1236	# 6135/0 Paid by Check	11/21/2013	12/06/2013	12/06/2013	12/06/2013	13.98
11985 - Ace Hardware	087062/1	1236	# b135/U Paid by Check	11/21/2013	12/06/2013	12/06/2013	12/06/2013	5.70
11985 - Ace Hardware	087203/1	1236	# Paid by Check	11/27/2013	12/06/2013	12/06/2013	12/06/2013	7.99
13485 - Ahern Rentais Inc	12743289-1	205304	# 013570 Paid by Check # 613014	11/22/2013	12/13/2013	12/13/2013	12/13/2013	3.98
			# 01311 Account 520.08	Account 520.084 - Replacement & Repair Totals	Repair Totals	Invoice Transactions	ions 6	\$75.84
Account 520.089 - Power 2924 - NV Energy	791804 11-13	791804	Paid by Check # 614061	11/23/2013	12/13/2013	12/13/2013	12/13/2013	203.65
			TOOLTO #	Account 520.089 - Power Totals	Power Totals	Invoice Transactions	ions 1	\$203.65
Account 520.092 - Heating 3021 - Southwest Gas-Las Vegas	0015779022 11	2410015779022	Paid by Check	11/14/2013	12/06/2013	12/06/2013	12/06/2013	50.27
3021 - Southwest Gas-Las Vegas	-13 1072224004 11	2411072224004	# 613848 Paid by Check	11/14/2013	12/06/2013	12/06/2013	12/06/2013	81.72
3021 - Southwest Gas-Las Vegas	-13 1188600002 11	2411188600002	# 613848 Paid by Check	11/14/2013	12/06/2013	12/06/2013	12/06/2013	22.76
3021 - Southwest Gas-Las Vegas	-13 0015779022 12	2410015779022	# 613848 Paid by Check	12/16/2013	12/27/2013	12/27/2013	12/27/2013	123.84
3021 - Southwest Gas-Las Vegas	-13 1072224004 12	2411072224004	# 01408/ Paid by Check	12/16/2013	12/27/2013	12/27/2013	12/27/2013	131.71
3021 - Southwest Gas-Las Vegas	-13 1188600002 12 -13	2411188600002	# 01408/ Paid by Check # 614697	12/16/2013	12/27/2013	12/27/2013	12/27/2013	116.80
	3		* 01-100 *	Account 520.092 - Heating Totals	eating Totals	Invoice Transactions	ons 6 –	\$527.10
Account 5.20.097 - Maint B&G 20845 - Clark Plumbing & Heating Comp 0	×ن 0000822648	0007133	Paid by Check # 614519	11/30/2013	12/27/2013	12/27/2013	12/27/2013	319.66
Accorded EDO 426 Double 9. Lorent	Lancer Earling	4		Account 520.097 - Maint B&G Totals	it B&G Totals	Invoice Transactions 1	ons 1	\$319.66
3519 - Xerox Corporation	071544298	716307012	Paid by Check	12/05/2013	12/20/2013	12/20/2013	12/20/2013	233.92
			# 014400 Account 520.136 - F	artteo Account 520.136 - Rents & Leases Equipment Totals	oment Totals	Invoice Transactions	- 1 ons 1	\$233.92

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Vendor	Invoice No.	Invoice Description	Status	Held Reason Invoice Date		Due Date	G/L Date Receive	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 510 150 - Roard Compensation	amoncation								
4288 - Higuera Lloyd W	12/13 BOARD	G'VILLE	Paid by Check	11/20/2013		12/06/2013	12/06/2013	12/06/2013	250.00
28960 - Miller Kenneth	12/13 BOARD	G'VILLE	# Paid by Check	11/20/2013		12/06/2013	12/06/2013	12/06/2013	275.00
18629 - Philips Michael	12-13 BOARD	G'VILLE	Paid by Check	11/20/2013		12/06/2013	12/06/2013	12/06/2013	250.00
2969 - Slater Linda	12-13 BOARD	G'VILLE	# 013/33 Paid by Check # 613846	11/20/2013		12/06/2013	12/06/2013	12/06/2013	250.00
			Account	Account 510.150 - Board Compensation Totals	npensation	n Totals	Invoice Transactions 4	actions 4	\$1,025.00
Account 511.181 - Retirement 2433 - NV ST Public Employees 11	11-13	PAYROLL	Paid by Check	12/03/2013		12/06/2013	12/06/2013	12/06/2013	5.18
			70/CT0 #	Account 511.181 - Retirement Totals	Retiremen	t Totals	Invoice Transactions	actions 1	\$5.18
Account 511.201 - PEBS-Ret.Medical 20219 - NV ST Public Employees 12-13 DEEMTIN	et.Medical 12-13 DDEMILIMS	731	Paid by Check # 614630	12/20/2013		12/27/2013	12/27/2013	12/27/2013	20.98
				Account 511.201 - PEBS-Ret.Medical Totals	Ret.Medica	Totals	Invoice Transactions	actions 1	\$20.98
Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 1	one Expense 782-7134 11/13	e Expense 782-7134 11/13 77578271340502795	Paid by Check	11/16/2013		12/06/2013	12/06/2013	12/06/2013	103.60
29103 - Frontier	782-3856 11/13	782-3856 11/13 77578238560808025	# 013085 Paid by Check	11/16/2013		12/06/2013	12/06/2013	12/06/2013	45.38
13097 - Verizon Wireless	9715917171	842011146-00001	# 013003 Paid by Check	12/01/2013		12/20/2013	12/20/2013	12/20/2013	148.85
				Account 520.055 - Telepho	- Telephone Expense Totals	e Totals	Invoice Transactions	actions 3	\$297.83
Account 520.060 - Postage/Po Box Rent 25294 - F P Mailing Solutions R1101763223	e/Po Box Rent RI101763223	600003046	Paid by Check	11/15/2013		12/06/2013	12/06/2013	12/06/2013	57.26
26465 - Diamond Printing Inc	7229	G'VILLE	# 0130/U Paid by Check	12/09/2013		12/20/2013	12/20/2013	12/20/2013	263.08
			# Account !	Account 520.060 - Postage/Po Box Rent Totals	o Box Ren	t Totals	Invoice Transactions	actions 2	\$320.34
Account 520.064 - Travel 12997 - Do Co Procurement Program	11-13	G'VILLE	Paid by Check	11/27/2013		12/20/2013	12/20/2013	12/20/2013	134.92
	LUU I HAN		007670 #	Account 520.064 - Travel Totals	164 - Trave	I Totals	Invoice Transactions	actions 1	\$134.92
Account 520.072 - Advertising 26465 - Diamond Printing Inc 72	sing 7230	G'VILLE	Paid by Check	. 12/09/2013		12/20/2013	12/20/2013	12/20/2013	404.36
			4 OF 1867	Account 520.072 - Advertising Totals	Advertising	J Totals	Invoice Transactions	actions 1	\$404.36

Run by Carol Louthan on 01/02/2014 11:36:33 AM

3-2

Page 1 of 12

Gardnerville Town Board

AGENDA ACTION SHEET



- 1. For Possible Action: Approve Gardnerville H & S writeoffs
- 2. Recommended Motion: Approve. Funds Available: <u>□</u> Yes <u>□</u> N/A
- 3. Department: Administration

Prepared by: Tom Dallaire

4. Meeting Date: January 7, 2014 Time Requested: N/A

5. Agenda: Consent _ Administrative

Background Information: There are six accounts for a total of \$481.52. The write offs include residential accounts only. Properties have been liened and sent to collection with no success in recovering funds. Backup material is available in the office for your review.

- 6. Other Agency Review of Action: Douglas County
- 7. Board Action:

Approved Denied

Approved with Modifications Continued



AGENDA ACTION SHEET

- 1. For Possible Action: Approve Resolution 2013R-072 augmenting the Town of Gardnerville budget for fiscal year 2013-2014.
- 2. Recommended Motion: Approve Resolution 2013R-072 augmenting the Town of Gardnerville budget for fiscal year 2013-2014

Funds Available: 🗹 Yes 🛛 🗆 N/A

3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: N/A
- 5. Agenda: Consent Administrative

Background Information: This is coming back for approval due to an error in the resolution number sent over from the County in November 2013.

- 6. Other Agency Review of Action:
 Douglas County
 N/A
- 7. Board Action:

[□] Denied	

□ Approved with Modifications □ Continued

RESOLUTION NUMBER 2013R-072

RESOLUTION AUGMENTING THE 2013-14 FISCAL YEAR BUDGET FOR THE TOWN OF GARDNERVILLE

WHEREAS, there is a need to revise the 2013-2014 Budget for the Town of Gardnerville as follows:

Gardnerville Operating Fund	\$ 56,560
Health and Sanitation Fund	 5,800
Total	\$ 62,360

NOW, THEREFORE, BE IT RESOLVED, that the 2013-14 Fiscal Year Budget Augmentation is herein approved.

ADOPTED, this		day of	, 20	13
---------------	--	--------	------	----

VOTE:

AYES

NAYS

ABSENT

GARDNERVILLE TOWN BOARD DOUGLAS COUNTY, NEVADA

CHAIRMAN

ATTEST:

Tom Dallaire Clerk to the Board NOW, THEREFORE, BE IT RESOLVED, that the 2013-14 Fiscal Year budget is herein approved.

	ADOPTED, this	day of	 , 2013
VOTE:	Ayes Commissioners:		
	Nays Commissioners:		
	rays commissioners.		
			 ·
	Absent Commissioners:		

Chair Board of County Commissioners

ATTEST:

TED THRAN Clerk-Treasurer

ATTEST:

Ted Thran Clerk to the Board



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>. Approve the urban forestry annual work plan update for 2014,
- 2. Recommended Motion: Approve urban forestry annual work plan update for 2014.

Funds Available: 🗆 Yes 🛛 💆 N/A

3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: N/A
- 5. Agenda: Consent Administrative
- 6. Background Information: Annual work plan update is necessary to keep the designation of Tree City USA.
- 7. Other Agency Review of Action: □ Yes □ N/A
- 8. Board Action:

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Agenda Item #6



Year 2014 Proposed Urban Forest Work Plan

Arbor Day

- o Proclamation by Town Board 2014
- Arbor Day to be held April 2014

Staff Training

o Continuing education for two staff Certified Arborist

<u>Maintenance</u>

- Ongoing routine maintenance, pruning, watering, fertilization, etc.
- Take on maintenance of New Beginning Detention/Park area

Town sponsored Projects

- o Extension of Martin Slough landscape from Raley's to Toler Lane
- Extension of Martin Slough landscape-Hellwinkel parkway
- Semi-annual Town newsletter-tree care tips
- Continue working on trails for the west side of Gilman ponds through to the Ranch at Gardnerville.

Development driven projects (when market conditions allow)

- New Beginnings Detention/Park area-40 plus 2" caliper trees on 1.2-acre site to be constructed and dedicated to Town.
- The Ranch at Gardnerville-Martin Slough 30-acre Town park extension with trees, shrubs, and trails development.
- The Ranch at Gardnerville Phase I streetscape and street trees



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>: Discussion on the first annual 2013 Town of Gardnerville Customer Service Survey results and draw the winner of the one year's free trash service to a single Gardnerville office/residential customer for completing the survey; with public comment prior to Board action.
- 2. Recommended Motion: Funds Available:
 ✓ Yes □ N/A
 Less \$220.40 projected revenue for rewarding the survey participant.
- 3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: 10minutes
- 5. Agenda: Consent Administrative

Background Information: see the attached sheet for list of comments that were submitted. In November 2013, we decided to hold an annual customer service survey and reward a single participant with a free year's of Gardnerville trash service a \$220.40 value. We have received 50 respondents, some of which we have to verify they are our trash customers. The results of the survey are attached to this report. What we learned from the 50 participants;

- The Newspaper is still the primary source of town information.
- People are satisfied with Downtown Gardnerville, with parking availability being the top issue.
- People are satisfied with the town maintained assets, with street maintenance being the top issue.
- People are satisfied with the Town Garbage collection service with the town's green waste drop-off location being the top issue.
- Only 35% of the participants have called into the office about a question and they felt it was somewhat easy to contact us.
- 78% of the people who took the survey are highly satisfied with the overall town provided services.
- The participants were; mostly female at 68%, 35 to 54 years old, worked full time, own the home and have lived in the Town fewer than 3 years.
- 6. Other Agency Review of Action: Douglas County V/A
- 7. Board Action:
 - □ Approved □ Denied

Approved with Modifications



Constant Contact Survey Results Survey Name: 2013 Town of Gardnerville Service Survey Response Status: Completed Filter: None 12/31/2013 7:21 AM PST

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Town Record (bi-annual newsletter)			17	37.7 %
Town website via home computer			11	24.4 %
Town website via mobile device			1	2.2 %
Record Courier (newspaper)			30	66.6 %
Carson Valley Times (on-line news magazine)			9	20.0 %
Social networking site (FaceBook, Twitter)			9	20.0 %
Word of mouth			17	37.7 %
Town emails/press releases			6	13.3 %
Public meetings			0	0.0 %
Other			3	6.6 %
		Totals	45	100%

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

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

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

1:	2	3	4	5	Number of Response(s)	Rating Score*
					45	1.4
					44	1.5
					45	1.5
					45	1.5
					43	1.6
					44	1.8
					45	1.6
					45	1.9
						45 44 45 45 45 45 45 45 45 45 45 45 43 44 45 43 44 45

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

Please rate your satisfaction of the Town maintained assets

on a scale of 1 to 5:

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

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

Answer	1	2	3	4	5	Number of Response(s)	Rating Score*
Maintenance of parks (Heritage, Gardner, Arbor Gardens)						45	1.3
Maintenance of walking trails / open space / wetlands (Martin Slough Nature Trail)						45	1.7
Maintenance of regional detention ponds (Stodick Ponds, Virginia Ranch Pond Two, Virginia Ranch Regional Pond)						45	1.8
Landscaping areas (Toler Lane, Waterloo Islands, Stodick Lineal)						45	1.7
Maintenance of streets						45	2.0
Maintenance of sidewalks						44	1.7
Maintenance of street signs						44	1.6
Cleanup of debris/litter in and near roadways						44	1.5
Maintenance of Town owned buildings (Maintenance Facility, Town Admin Office)						44	1.5
Street sweeping operations						44	1.7

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

- --

Please rate your satisfaction of the Town's garbage collection services

on a scale of 1 to 5:

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

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

Answer	1_	2	3	4	5	Number of Response(s)	Rating Score*
Curbside residential garbage collection service						44	1.2
Curbside greenwaste collection service						41	1.4
Town's greenwaste drop-off location						43	1.9
Garbage collection billing / office staff customer service						44	1.3
Field staff customer service						44	1.4
Overall service						44	1.2

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

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

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			16	35.5 %
No			28	62.2 %
Other			0	0.0 %
No Response(s)			1	2.2 %
	· · · · · · · · · · · · · · · · · · ·	Totals	45	100%

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

1	2	3	4	5	Number of Response(s)	Rating Score*
					18	1.3

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

How would you rate	your overall level of satisfaction of the services p	rovided by	the Town of Ga	rdnerville?
Answer	0%	100%	Number of Response(s)	Response Ratio
Highly satisfied			35	77.7 %
Somewhat satisfied			7	15.5 %
Neutral			1	2.2 %
Somewhat dissatisfied			0	0.0 %
Highly dissatisfied			0	0.0 %
No Response(s)			2	4.4 %
		Totals	45	100%

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

27 Response(s)

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

What is your gender?

Answer Male	0%	100%	Number of Response(s) 10	Response Ratio 22.2 %
Female			31	68.8 %
Prefer not to answer			3	6.6 %
No Response(s)			1	2.2 %
		Totals	45	100%

What is your age?				
Answer	0%	100%	Number of Response(s)	Response Ratio
Younger than 18			0	0.0 %
18 - 34			7	15.5 %
35 - 44			9	20.0 %
45 - 54			13	28,8 %
55 - 64			7	15.5 %
65+			7	15.5 %
No Response(s)			2	4.4 %
		Totals	45	100%

What best describes yo	ur employment status?			
Answer	0%	100%	Number of Response(s)	Response Ratio
Employed full-time			17	37.7 %
Employed part-time			2	4.4 %
Self-employed			6	13.3 %
Unemployed, looking for work			2	4.4 %
Unemployed, not looking for work			0	0.0 %
Student			0	0.0 %
Retired			12	26.6 %
Homemaker			3	6.6 %
Military			0	0.0 %
Prefer not to answer			0	0.0 %
Other			2	4.4 %
No Response(s)			1	2.2 %
		Totals	45	100%

What boat da . . . ~

Where do you live within the Town of Gardnerville

Answer	0%	100%	Number of Response(s)	Response Ratio
Arbor Gardens			2	4.4 %
Carson Valley Estates			2	4.4 %
Stodick Estates			5	11.1 %
Chichester Estates			11	24.4 %
The Ranch at Gardnerville			3	6.6 %
Sunset			1	2.2 %
Old Town (Hussman, Circle, Douglas, High School streets)			10	22.2 %
Other			10	22.2 %
No Response(s)			1	2.2 %
		Totals	45	100%

Do you own or rent your current residence?

Answer Own	0%	100%	Number of Response(s)	Response Ratio
			35	77.7 %
Rent			6	13.3 %
Prefer not to answer			2	4.4 %
No Response(s)			2	4.4 %
		Totals	45	100%

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

Answer	0%	100%	Number of Response(s)	Response Ratio
3 or less			13	28.8 %
4 - 5			1	2.2 %
6 - 10			5	11.1 %
11 - 20			7	15.5 %
21 - 30			7	15.5 %
31 +			11	24.4 %
No Response(s)			1	2.2 %
		Totals	45	100%

TextBlock:

Thank you for participating in the Town of Gardnerville's 2013 Customer Service Survey.

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

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

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

Answer Yes - I would like to be notified of Town events	0%	100%	Number of Response(s) 34	Response Ratio 75.5 %
No - I do NOT want to be Notified about Town events			11	24.4 %
No Response(s)			0	0.0 %
		Totals	45	100%

Please enter the information indicated below.

Answers	Number of Response(s)
First Name	45
Last Name	45
Email Address	45
Address 1	45

Constant Contact Survey Results

Survey Name: 2013 Town of Gardnerville Service Survey Response Status: Partial & Completed Filter: None Dec 31, 2013 7:23:11 AM

1 Which	the following are your primery encount of the start of th
I. WINCI	of the following are your primary sources of information about Town issues, services, and events? - Comments Answer
	Excellent Service
	Up until the past few months, the Record Courier has been my go to source, but I am finding that it is not updated often, or does not ha information I am looking for. I have been using Carson Valley Times more and more.
	Just moved here. Love this little town!!
	Fence at Hwy 88 and Hwy 395
	Online Google news
P. For each	of the following issues in DOWNTOWN GARDNERVILLE please rate your satisfaction on a scale of 1 to 5: where 5 means "Very
	Answer
	Need to have more linked pedestrian trails
	What is considered the DOWNTOWN area? From the minden/gv line to what?? Raleys or the S-curve?
	Christmas Fireworks show was amazing but did we really have the \$ for all that?
	Good job, we love our town.
	Need more handicap parking at events. Events listed in media frequently lacking basic info such as address, phone, website, as if everyone already knows what and where these places are.
	I don't think there is enough parking for the towns events.
	I low the ride taken in our town. The flower beakets and the Obsistance depending to the ride taken in our town.
	I love the pride taken in our town. The flower baskets and the Christmas decorations make our town so inviting. The community activitie are enjoyable. I wish I had more time to enjoy them.
Please r	
i i icuoc i	ate your satisfaction of the Town maintained assets on a scale of 1 to 5: where 5 means "Very Satisfied" and 1 means "Very Answer
	Residential streets in Chichester are awful. Very large cracks need fixing (there are many of them). Neighbors have discussed with me
	also. Company you used this year all around town for resurfacing did a much nicer neater job.
	I was unaware of the change in day for street sweeping, so I often had a vehicle parked on the street. If I had known, I would have mad
	sure the car was off the street. It used to be Thursday, but now I read the latest newsletter, that it is Monday. Also, I live on a court, an
	find that the sweeper doesn't always do a great job in front of my house, which is at the curved part.
	Running drip lines this summer off Stodick sidewalk by Toler that need to be fixed hopefully in 2014.
	Main roads are great, by lanes like Waterloo are dangerously, very badly potholed and take WAY too long to repairyears!
. Please ra	ate your satisfaction of the Town's garbage collection services on a scale of 1 to 5: where 5 means "Very Satisfied" and 1
	Answer
	The trash truck driver must be very annoyed by our cul-de-sac, but we have NO off street parking except for a 2 car drive-waySORRY
	I try to have my daughter's car moved by the time he arrives.
	Haven't used it yet
	Marie is AMAZING!!!
	More large item collection days, advertised well in advance, would be great. If you don't happen to drive by a greenwaste collection site
	and see the sign there, you'd never know about it. Need curbside large item pickup days, seniors & disabled have enormous trouble
	taking things to dump. Office staff could be friendlier.
	More expensive and weight restrictions on trash rules .Carson city is more relaxed .
	I would love home service for recycling
. Have yo	called or visited with Town staff with a question, problem, or complaint during the past year? - Other responses
	Answer
	[No Responses]
. If your A	inswer was Yes to Number 5; How easy was it to contact the person you needed to reach? - Comments
,	Answer
	Town staff is awesome :)

	could change ONE thing about the Town of Gardnerville, what would it be? - Responses Answer
	Street repairs were done by quality contractors rather than the lowest bidder
	Eliminate street sweepers. They don't do anything
	Would love to see Sat/Sun morning street activities to draw adults and families. This would also increase business for local stores. Like brunches, open flower markets, cafe coffee and danish, etc. Down town Los Gatos Calif is larger but an excellent example in spring an summer. Increases community and business. If offered should be highly advertised including So. Tahoe Area to attract tourists.
	I am a new resident of Gardnerville this year, and so far I wouldn't change a thing. It is a beautiful town and I feel safe and comfortable here.
	cheaper, higher speed internet availability.
	I think the services that the Town of Gardnerville offers is great. I appreciate the greenwaste pick-up, it makes me feel like I am doing something positive for the environment. However, could the town explore the option of curbside recycling? Even one a monthI would be more likely to recycle cardboard, cans, and plastic if it were collected curbside. As of right now, I recycle plastic and cans at GES when needed, but I have stopped recycling cardboard because of space and gas to drive out to the transfer station. If everyone recycled it would cut down on the amount of real "trash" in the dumpsters every week. For example, when I was recycling cardboard, my dumpster was only filled half way for a family of 4. Now that I have stopped recycling cardboard, my dumpster is full nearly every week.
	where the civil war re-enactment takes place
	Not sure I wouldn't change anything.
	Speed Limit 35 on 395 stretch where it's 25!
	Nothing, we are very happy to live in Gardnerville. With all of our wonderful services.
	Dog Parks should be fenced and grass. Dogs should be allowed in Lampe and all parks
	Making Gardnerville a walkable town. Increasing sidewalks from neighborhoods to town areas.
	I honestly can't think of anything I would change.
	Can't think of a thing.
	Not a thing.
	Street signs and lights at The Ranch at Gardnerville. More hotels for family visiting to stay at without having to stay in Minden.
	Better Bike lanes on 395.
	Change the route of the Xmas parade
	Enforce the 15mph speed limit
	Nothing, everything is great!
	Better quality of restuarants (fine dining) in town and outlying areas.
	Have curbside recyling
	Having EVERY bill separate instead of having, say, trash and sewer and water as 1 bill. There is so many bills to keep track of. As a net homeowner in arbor gardens, it was a big eye opener to see all of the different bills separate.
	Non-postcard water bills! Personal info should be in an envelope or a folded & sealed card, not on a postcard for anyone to see, it's a basic security issue.
	Nothing A better recycling system
1. What	best describes your employment status? - Other responses
	Answer
	Veteran working full time
	Disabled, unable to work
2. Where	e do you live within the Town of Gardnerville - Other responses
	Answer
	Wildrose Drive
	out at Leviathan
	Autumn Hills
	Fredricksburg Road Waterloo
	Ranchos
	by Lampe Park
	Ranchos
	foothill
	The Ranchos
	The springs

AGENDA ACTION SHEET



1. <u>Not for Possible Action.</u> Discussion on the Main Street Program Manager's Monthly Report of activities for December 2013.

2. Department: Main Street Program

Prepared by: Paula Lochridge

3. Meeting Date: January 7, 2014

Time Requested: 5 minutes

4. Agenda: Consent Administrative

- 5. Background Information: See attached
- 6. Other Agency Review of Action: Not Required

7. Board Action:

□ Approved □ Denied

□ Approved with Modifications □ Continued



Main Street Gardnerville's Report for September Activities Gardnerville Town Board Meeting, January 7, 2013

Hello Gardnerville Town Board Members,

Not too much activity to report for the month of December as many of our Board Members and Volunteers had time away for the holidays.

We are currently seeking applications for our board vacancy and hope to have applications turned in by January 8th for a decision to be made during the January 21st Board Meeting.

The plan for January:

- Begin revising/updating our action plans to prepare for the next fiscal year.
- Begin preparations for the Annual Report for 2013.
- Finalize promotional calendar for 2014.
- Sidewalk Gallery... Winter Wonderland in the Carson Valley. Hope to get a new display up within the next few weeks.

Thank you for your continued support of our program.

Paula Sochridge

Paula Lochridge Program Manager, Main Street Gardnerville

Upcoming events and dates:

- Monthly Morning Coffee Meeting, Tuesday, January 7th, at 8:30 am at Sharkey's Casino
- Cash Mob: Saturday, February 1st (Location TBD)



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>: Discussion on MGSD letter and invoice in the amount of \$1499.47 (\$767 for sewer use fee, \$627.47 in finance charges, and \$105.00 in lien and court fees) for services provided to the Eagle Gas site prior to the Town of Gardnerville ownership of the site on June 6, 2013; located at 1395 Highway 395 N, APN 1320-33-402-075; with public comment prior to Board action.
- 2. Recommended Motion: Recommend partial payment to MGSD in the amount of \$872 for the actual sewer use fee (\$767) plus the Lien and Court fees (\$105). Or based on discussion of the board.

Funds Available: 🗹 Yes 🛛 🗌 N/A

3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: 10 minutes
- 5. Agenda: Consent Administrative

Background Information: See the attached bill and letter from MGSD.

This is a request from MGSD to pay the back due bills from acquiring the Eagle Gas station site. MGSD filed a lien on the property (APN: 1320-33-402-075) and that lien does transfer with the site due to the process in which we acquired the site, via tax sale and the county transferring ownership. We were working with the District manager to look into the fees and waive the finance charges. The MGSD board, based on his letter, wants to charge the town the finance charges. The fees were reduced by more than half due to an error in their program so this bill reflects the correct fees due. This is a fee for being late and not for services rendered and staff does not agree with having to pay the finance charges. The finance department will not allow us to pay a partial bill and we are looking for direction from the board to pay the amount in full or provide a partial payment. The MGSD tax base pays taxes to MGSD to operate and this late fee has to be paid by a portion for the district customers as town residents and does not seem to be a good use of tax funds.

- 6. Other Agency Review of Action: Douglas County V/A
- 7. Board Action:
 - □ Approved □ Denied

□ Approved with Modifications □ Continued



December 11, 2013

Tom Dallaire – Town Manager Town of Gardnerville 1407 Hwy 395 N Gardnerville, NV 89410

Re: 1395 Hwy 395 Acct: 0215

Dear Tom,

Per our conversation regarding the above referenced account. The MGSD Board of Trustees have determined that the full balance of the past due amounts, including finance charges and lien fees are due and payable. Past billings reflect an erroneous calculation of the finance charges, which have now been adjusted. (See attached invoice.)

Don't hesitate to call with any questions you may have.

Thank you,

Frank T. Johnson District Manager APN # 1320-33-402-075

Please Return to: Minden-Gardnerville Sanitation District P.O. Box 568 Minden, NV 89423

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<u>NOTICE OF CLAIM OF LIEN</u> OF <u>MINDEN-GARDNERVILLE SANITATION DISTRICT</u>

NOTICE IS HEREBY GIVEN that the MINDEN-GARDNERVILLE SANITATION DISTRICT, a general improvement district organized under and existing pursuant to Chapter 318 of the Nevada Revised Statutes, hereby claims a lien upon and against the property located in the County of Douglas, State of Nevada, more particularly described as follows:

> 1395 Hwy 395 APN # 1320-33-402-075

The lien is created pursuant to NRS §318.010 *et seq.* as a result of the failure to pay certain charges or rates to the MINDEN-GARDNERVILLE SANITATION DISTRICT. Said lien is perpetual in existence and shall remain upon and against the above described property until the charges or rates, including any interest and penalties, have been paid in full. The last known owner, or owners, of the above described property are believed to be:

VR Property Management 2152 N Carson St Carson City, NV 89706

Dated this <u>21st</u> day of <u>January 2009</u>

MINDEN-GARDNERVILLE SANITATION DISTRICT

By: Sarah M. King, Administrative Assistant



AGENDA ACTION SHEET

- 1. For Possible Action: Discussion to accept or deny;
 - a. Improvements installed within pond two of the Arbor Gardens regional detention pond drainage, with public comment prior to Board action :
 - b. Maintenance of the extended Crestmore Drive street improvements; with public comment prior to Board action.
- 2. Recommended Motion: Staff recommends acceptance of Arbor Gardens regional pond improvements and accept the extension of Crestmore Drive for maintenance.

Funds Available: Ves Ves N/A

3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: 10 minutes
- 5. Agenda: Consent Z Administrative

Background Information: The New Beginnings development was required to provide public street improvements from the existing dead end of Crestmore Drive into the site with shared access onto the street, and provide and dedicate the pond property and improvements to the town for maintenance as a regional detention facility. New Beginnings dedicated the pond property to the town this past spring. The improvements are complete and a letter has been provided to the county indicating the punch list items have been completed. The record drawings and CAD files have been provided to town staff.

- 6. Other Agency Review of Action: ☑ Douglas County ☑ N/A Final Certificate of occupancy will be issued by the County.
- 7. Board Action:
 - □ Approved □ Denied

□ Approved with Modifications □ Continued

Agenda Item #10



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>: Discussion to approve or deny a request from Douglas County Community Services Foundation for assistance in equipping and furnishing the new Douglas County Community & Senior Center in the amount of \$2,000 to decorate the corridors and public spaces; with public comment prior to Board action.
- 2. Recommended Motion: (Based on discussion)

Funds Available: 🗹 Yes 🛛 🗖 N/A

3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: 10 minutes
- 5. Agenda: Consent Administrative

Background Information: This is a request from the Foundation to assist them in funding pictures specifically to the Town of Gardnerville. They would like to obtain old pictures of Town, get them blown up to size, framed and matted for display within the new building. We can provide the pictures blown up and framed or they can do it. The funds are requesting the photos. The funds were not intended to be used for furnishings, only pictures, and to cover the cost of blowing them up to a larger size, finish and frames.

The Town has provided this year a Public Use EV station at \$6,900, provided fireworks at \$8,000, buying a new snow plow at \$8,800, and are required to pay a past sewer bill to MGSD in upwards of \$1,500.

Town Staff does anticipate pulling \$217,000 forward into this year's budget at next month's meeting with \$182,000 slated for capital projects we are saving to perform, but there will be around \$28,000 we can distribute within the budget.

- 6. Other Agency Review of Action: Douglas County
- 7. Board Action:

□ Approved □ Denied □ Approved with Modifications □ Continued Mission Statement: To financially support and enhance Douglas County's recreation and senior centers through funding of capitol projects and equipment.

501 (c) (3) EIN 45-3992227

Founding Members

Young at Heart Senior Citizen Club

> Chairman Ken Miller Town of Gardnerville 1407 Highway 395N Gardnerville, NV 89410

December 10, 2013

Dear Chairman Miller,

I am writing this letter to request the Town's assistance in equipping and furnishing the new Douglas County Community & Senior Center. The Douglas County Community Services Foundation has taken on the awesome task of raising funds for this important public facility in the Carson Valley. Our funding needs are many and there are many ways to participate.

My specific request is for the Town of Gardnerville to participate in a décor theme throughout the public spaces in the building. We are asking a financial commitment of \$2000 to decorate the corridors and public spaces with bold photographs blown up to large size prints and permanently framed on the walls of this building to give some character and prominently recognize the Town of Gardnerville. We will also be inviting the Towns of Minden and Genoa to participate.

Not only are we asking a financial commitment to recognize the historic value of the Town of Gardnerville but we are also asking to access your archives of pictures for high resolution scanning to create the prints. I know that budgets are always tight and a request of this nature may be difficult, but we do this with enough time for you to plan for this expenditure in advance of the opening of the building.

We are also asking you to take a look on the Foundation website **www.dccsf.com** to see if you are interested in participating in equipping some of the rooms within the building. I would be happy to discuss this privately or at one of your Board meetings if you so desire. The Foundation and many of the public are excited about this new facility and wanted to give you the opportunity to be prominently displayed within it.

Thank you in advance for your consideration.

Sincerely,

ol Cook

Bob Cook Chairman Douglas County Community Services Foundation

CC: Tom Dallaire, Town Manager



Chairman of the Board Vice Chairman Treasurer Secretary Director Director Director Douglas County Rep. Bob Cook Drew Aguilar Dave Brady Michael Matuska Britta Swanson Larry Sidney Renea Louie Scott Morgan

1 3 2013



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>: Discussion on adoption of Joint Resolution 2014R-004 between Douglas County and the Towns of Gardnerville and Minden regarding confirmation of the principles and key concepts for the Valley Vision Plan and to commit to future funding during the annual budget cycle for implementing the Valley Vision Plan; with public comment prior to Board action.
- 2. Recommended Motion: Adopt Joint resolution 2014-004 confirming the principles and the concepts for the Valley Vision Plan and commit to future funding of the plans projects.
- 3. Funds Available: \blacksquare Yes \square N/A When Budgeted.
- 4. Department: Administration

Prepared by: Tom Dallaire

- 5. Meeting Date: January 7, 2014 Time Requested: 15 minutes
- 6. Agenda: Consent Administrative

Background Information: The Valley Vision plan was approved by the town board in October 2013. With that approval the board directed staff to coordinate and develop a joint resolution where the Towns of Gardnerville and Minden, along with the county would commit to funding the projects identified in the valley vision plan. This was supposed to be heard with the budget augmentation and budget adjustment but that was pushed off until next month. Funds can be identified next month or at the next budget cycle. Many of the proposed projects identified in the plan will require a bypass of the truck traffic reducing the traffic through downtown Gardnerville. Many ADA ramps and concrete walkways can be improved in the downtown area. Those funds need to be identified and set aside annually to pay for projects to leverage grant funds so the identified improvement projects can be completed.

- 7. Other Agency Review of Action: Ves Douglas County & Town of Minden N/A
- 8. Board Action:

Approved Denied

Approved with Modifications Continued

Agenda Item #12

Douglas County Board of Commissioners

AGENDA ACTION SHEET

- 1. <u>Title</u>: For possible action. Discussion on adoption of Joint Resolution 2014R-004 between Douglas County and the Towns of Gardnerville and Minden regarding confirmation of the principles and key concepts for the Valley Vision Plan and to commit to the identification of funds for its implementation as appropriate.
- 2. <u>Recommended Motion</u>: Adopt Joint Resolution 2014R-004 between Douglas County and the Towns of Gardnerville and Minden regarding confirmation of the principles and key concepts for the Valley Vision Plan and to commit to the identification of funds for its implementation as appropriate.
- 3. <u>Funds Available</u>: Yes <u>Amount:</u> To be determined by separate action
- 4. <u>Prepared by</u>: Lisa Granahan, Economic Vitality Manager
- 5. <u>Meeting Date</u>: February 6, 2014 <u>Time Required</u>: 10 minutes
- 6. <u>Agenda</u>: Administrative
- 7. <u>Background Information</u>: Consistent with Land Use Element goals and policies in the Master Plan for the Minden-Gardnerville Community, the Economic Vitality Plan, and the Douglas County Strategic Plan, the County and Towns of Gardnerville and Minden approved the Valley Vision Plan in October 2013 and directed staff to develop a Resolution to confirm the principles and identify funds for implementation. The Town Managers and County Manager met to develop the attached Resolution for the purpose of establishing ongoing funding for identified implementation actions. The Resolution also approves other actions including each Board providing future direction to identify priority projects, directing the Managers to determine the best use of the funds based on priorities and authorizing them to enter into agreements or apply for grants to implement the collective priorities. Each entity will determine how much on-going funding can be committed.

8. <u>Committee/Other Agency Review:</u> N/A

Other

9.	<u>Reviewed by:</u>	
	Department Manager	County Manager
	District Attorney	Other
10.	Commission Action:	
	Approved	Approved with Modifications
	Denied	Deferred

Agenda Item #12-1a

Joint Resolution Number 2014R-004

A JOINT RESOLUTION BETWEEN DOUGLAS COUNTY AND THE TOWNS OF GARDNERVILLE AND MINDEN TO CONFIRM THE PRINCIPLES AND KEY CONCEPTS FOR THE VALLEY VISION PLAN AND TO COMMIT TO THE IDENTIFICATION OF FUNDS FOR ITS IMPLEMENTATION AS APPROPRIATE.

WHEREAS, the Douglas County Master Plan Chapter 2, Land Use Element, contains many polices and goals to further the preservation and enhancement of the Gardnerville-Minden Community; pursue land uses consistent with the Plans for Prosperity, and focus on compatible development; and

WHEREAS, the Douglas County (County) and the Towns of Gardnerville and Minden (Towns) in partnership with business and community representatives contributed to the development of a community vision process, known as the Valley Vision Plan (Plan), to define how the communities within the Carson Valley, particularly the Towns, should evolve over the next 20-30 years consistent with these Master Plan goals and policies; and

WHEREAS, after community workshops in April and July of 2013, a final Plan was developed and presented to the County and Towns for consideration and acceptance in October 2013; and

WHEREAS, the Plan includes the principles that describe the fundamental values that represent the desired future for the Carson Valley in the areas of environment, economy, community and art; and

WHEREAS, the principles generate a range of key concepts and opportunities related to the following four core areas:

- Trails, Open Space, and Visual Resource Protection
- New Employment and Economic Opportunities
- Tourism Destinations and Connections
- Transportation and Linkages; and

WHEREAS, the Valley Vision Plan initially identified a number of infrastructure projects, programs and further analysis (Attachment 1-Implementation Actions) specifically related to the creation of pedestrian friendly, vibrant downtowns and main streets; and

WHEREAS, the County and Towns are committed to identifying funds to leverage grant funding and public/private resources to achieve the Implementation Actions;



AGENDA ACTION SHEET

- 1. <u>For Possible Action</u>: Discussion to approve, continue or deny, staff proceeding with the improvement plans submittal and finalize the flood model in order to construct the Hellwinkle channel as a benefit of future improvements needed on highway 395 at the "S" curve and drainage of adjacent properties along with Kingslane area by allowing for a storm drainage master plan of the area to assist in planning future development, with public comment prior to Board action.
- 2. Recommended Motion: Approve and direct staff to proceed with the master plan to bring back to the town board, finalize the improvement plans and flood model proceed with the construction of the Hellwinkle Channel.
- 3. Funds Available: 🗹 Yes 🗌 N/A Remaining funds from the contract with NHC.
- 4. Department: Administration

Prepared by: Tom Dallaire

- 5. Meeting Date: January 7, 2014 Time Requested: 30 minutes
- 6. Agenda: Consent Administrative

Background Information: NHC let Denny Peters go after our last meeting. It is in the town's best interest to finish this project and have Denny finish the design and plans. NHC will then be released from the project obligation. Last month the board directed staff to look at the feasibility of some of the proposed drainage options. While not all the options were explored, the critical ones like diverting highway drainage into the Eagle Gas site and providing a large overflow into the new channel was reviewed and is feasible. The rough construction costs will be presented at Tuesday's meeting and the board can decide on whether it is worth the investment. Staff believes with the increased drainage capability of this system it is a benefit to the "S" curve area and will make future development possible with a new drainage path that is NOT currently available without the town's involvement. The town cannot create a situation where the 100 year flooding event can be diverted without a major project along the Cottonwood channel through Lampe Park and under 756. But this effort will help the highway drainage during normal to extensive rain events along the "S" curve and adjacent property. Redeveloping the curve at Eagle Gas provides a great opportunity to fix the drainage problem along this section of highway. This can be a future drainage line after the improvements of the Eagle Gas site.

- 7. Other Agency Review of Action: Ves N/A
- 8. Board Action:

Approved □ Denied

□ Approved with Modifications □ Continued



AGENDA ACTION SHEET

- 1. <u>Not For Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for December 2013.
- 2. Recommended Motion: None Funds Available: □ Yes □ N/A
- 3. Department: Administration

Prepared by: Tom Dallaire

- 4. Meeting Date: January 7, 2014 Time Requested: 5 minutes
- 5. Agenda: Consent Administrative

Background Information: Attorney's monthly report presented at meeting.

- 6. Other Agency Review of Action: Douglas County V/A
- 7. Board Action:

	Approved with Modifications
[—] Denied	□ Continued



AGENDA ACTION SHEET

- 1. <u>Not For Possible Action</u>: Discussion on the Town Manager/Engineer's Monthly Report of activities for December 2013.
- 2. Department: Administration

Prepared by: Tom Dallaire

- 3. Meeting Date: January 7, 2014 Time Requested: 10 minutes
- 4. Agenda: Consent Administrative

Background Information: See attached report.

- 5. Other Agency Review of Action: Douglas County V/A
- 6. Board Action:

Approved	
^[] Denied	

□ Approved with Modifications □ Continued



Linda Slater, Chair Lloyd Higuera, Vice Chair Ken Miller, Board Member Mike Philips, Board Member Mary Wenner, Board Member

Town Manager Monthly Report January 2014 Board Meeting

- **A. EV station:** is in and operational on Eddy Street. There are signs on 395 and the light pole next to the station indicating the charging station.
- **B. The Ranch to Gardnerville Phase IIa:** They have filed their final map. We still have not been asked to accept the improvements of Phase I and Ia (the cul-de-sac) They still do not have street lights up and they still do not have signs up.
- **C. New Beginnings:** Construction of the public improvements is complete. They did replace some sidewalk next to the picnic tables due to kids writing in the drying concrete. This item is on the agenda to accept the public improvements.
- **D. Hellwinkel Channel:** We had to change the agreement with NHC to pull the contract from them and have one with Denny. The scope of work has changed again to more of a master plan concept and finish the improvement plans and design. This took some time to rewrite the scope. We changed the remaining amount of the contract from NHC to Denny to finish up with the master plan of the area and to finalize the model and plans. I hope to have some information on the one storm drain option at Eagle Gas to make sure we can get the pipe down to the new channel at the meeting. If this can happen, I think the project is worth continuing if for no other reason but to fix the drainage issues we have at the "S" curve when we do the realignment of the "S" curve. That will get submitted to NDOT this coming year.
- **E. Eagle Gas:** Candace and I prepared the final application and submitted it to Douglas County who will submit the applications to the state this month. We met with NDOT Right of Way and discussed the re-alignment options and the best way to proceed. We have the record of survey file completed and the property corners have been set. We have a meeting Monday to discuss the possibilities of the BLA with the adjacent properties, what that will take and cost. I was finally able to get the tree removed by NV Energy and that work was free. The public helped remove the wood and town staff cleaned up and removed what was left. We did take most of the remaining wood down to the garden to be used in the children's area this spring for benches and seats and activities they have planned. BREMCO will be onsite next week to start removing the used oil and the heating oil tanks only. The heating oil tank was still in use and no longer has oil in it because the furnace does not work now. So during the cold spell the interior water pipe did freeze. We shut the water off and will fix them before spring.
- **F. NDOT Sidewalk and 756 parking:** I still have to revise one of the plans. Geoff is now working on them and I expect to re-submit them at the beginning of this month. We will then perform the work when it gets warmer.
- **G. Kingslane**: I will be doing a presentation about the NDOT work next month at their HOA meeting. They have asked if they can use the own office for their meetings. Please let me know if any of you have an issue with that.



Linda Slater, Chair Lloyd Higuera, Vice Chair Ken Miller, Board Member Mike Philips, Board Member Mary Wenner, Board Member

H. 756 Cottonwood Slough crossing: We met with NDOT again. They are looking further into replacement of the bridge in its entirety. The project will proceed with possibly sidewalks on both sides of that stretch of road.

I. Office Items:

- Attended the Chamber Meeting and gave them an update on the town activities.
- Attended a class on gathering and using the data available on the census website. It was worth attending.
- Worked on the interlocal agreement. Prepared a large spreadsheet to argue my point of view and discussed the changes to the agreement with Christine, Assistant County Manager. See attached redline agreement I submitted to her for her review. Please let me know if there are some other things you would like modified.
- Reviewed a pre-application with the county for Barry Jones putting a tavern on his property at the end of Baltic. So this could be coming forward to the board in the near future.
- Still need to finish the Southgate parking study.
- Geoffery LaCost started on December 30th. It is great to have someone making progress on the plans again.
- News 2 Food Drive We did not pick up as much food as we did the previous year. It may be the way we passed out the flyers. But we did pick up about 150 bags of food to take to the News 2 drive by food drive.
- Started working on the next application of trail funding for a new path from the trail behind the middle school to Heritage Park through the Community Garden site. I can also try for a bridge across the Hellwinkle channel as well to link the trail back to Ezell Street. These will come forward during the budget cycle but the application is due in March for funding. So the March meeting we will have the board approve the application.
- Douglas County Community Development will be initiating a zoning text amendment adding two new uses: Craft Foods or Beverages, Large and Small. Please see attached email. Let me know if you have any comments.

INTERLOCAL AGREEMENT

This Agreement is made by and between Douglas County (County), a political subdivision of the State of Nevada, and the Town of Gardnerville (Town), an unincorporated town organized under the provisions of NRS 269.500-.652

RECITALS

WHEREAS, NRS 277.100(1) defines a public agency eligible to enter into an interlocal contract to include counties and unincorporated towns, and the County and the Town are therefore public agencies under NRS 277.100; and

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

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

WHEREAS, the Town was created pursuant to NRS chapter 269 to provide additional services to their residents, such as, but not limited to, road maintenance, street lights, storm drainage, parks and recreation, and refuse collection, water, and parks; and

WHEREAS, the Town receives a portion of the County's property taxes in return for providing these services that would otherwise be provided by the County; and

WHEREAS, the County makes administrative support services, provided through its various departments, available to the Town, which allows the Town to keep staffing, equipment, and facilities at the existing level; and WHEREAS, by entering into this Agreement, the County and the Town, intend to formalize this arrangement of the provision of the County's administrative support services to the Town, and to provide more effective and efficient governmental services to the citizens of the Town and the County;

NOW, THEREFORE, in consideration of the mutual covenants, hereinafter set forth, the Parties agree as follows:

1. The Agreement will be affective when signed by the governing boards of both parties. The term of this Agreement is five (5) years. The Agreement may renew automatically for one additional period of five (5) years, unless either Party provides written notice that it does not intend to renew the Agreement at least one hundred twenty (120) days prior to the termination date.

2. The County shall provide a variety of administrative services to the Town, including but not limited to, the following:

- a. Treasurer: Banking services, investment management services and property tax collection.
- b. Finance: Accounting and financial reporting, coordination of independent annual financial audit, operating and capital budget development and management, debt management, payroll and accounts payable.
- c. Human Resources: General Human Resources services, recruitments, employee services/benefits administration, and risk management.
- d. Geographic Information Systems: Creation and maintenance of spatial and tabular data, development of customized applications, and production of custom digital or hard copy maps for internal and public use.
- e. Information Technology: Centralized technology projects, server and workstation support, software applications, network security and maintenance.

Other departments identified in the County's Cost Allocation Plan as providing administrative support services to the Town shall be deemed to be added to this non-inclusive listing.

3. The County shall identify the costs of these services in its Cost Allocation Plan. An independent Certified Public Accountant in accordance with the policies and procedures contained in federal Office of Management and Budget (OMB) Circular A-87 will prepare the County's Cost Allocation Plan. The plan is updated annually with actual expenditure information from the financial statements from the prior fiscal year.

3.4.

4. — The Town shall be charged the costs of these services as indicated in its Cost Allocation Plan. However, the parties to this agreement recognize and agree that the Town Administration (610 fund) services; Street Lights, Street Maintenance, Storm Drainage, and Parks and Recreation, as allowed by state statute and county code are of benefit to the County and are comparable in value to the County Services provided to the Town's Administration (610 fund). The services the County provides for the Town are required by NRS and paid for by the residents of the Town through the collection of taxes within the County General Fund.For the first five years of this agreement, the County will only charge a portion of the cost of services as follows:

a. Year 1: the Town shall pay 20% of the amount identified in the Cost* Allocation Plan.

b. Year 2: The Town shall pay 40% of the amount identified in the Cost Allocation Plan.

c. Year 3: the Town shall pay 60% of the amount identified in the Cost Allocation Plan.

d. Year 4: The Town shall pay 80% of the amount identified in the Cost Allocation Plan.

e. Year 5: The Town shall pay 100% of the amount identified in the Cost Allocation Plan.

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The Town shall All subsequent years, the Town shall compensate the County the full amount identified in the Cost Allocation Plan for all Debt Service accounts (614 fund) and all Enterprise Funds (611 Fund). This cost shall be recalculated and revised each fiscal year thereafter. The cost charged by the County to the Town, will be on a quarterly basis, and shall be accounted for by the County's Finance Division.

5. Either Party, without cause, may terminate this Agreement upon one hundred twenty (120) days written notice to the other Party. The notice of termination may provide for termination of some or all of the office or department services provideds to the Town. If only some of the office or department services are to be terminated, the other Party may elect to provide notice of termination of any or all remaining services provided to the Town. In addition, the notice of termination may provide for termination of some or all of the services provided by a particular office or department. If only some of the services provided by a particular office or department are to be terminated, the other Party may elect to provide notice of termination of any or all remaining services provided by a particular office or department are to be terminated, the other Party may elect to provide notice of termination of any or all remaining services provided by the particular office or department.

6. With respect to the provision of Human Resources services, the Parties agree that the provision of such services is dependent upon the Town substantially adopting and complying with the county Personnel Ordinance, Personnel Policies and Procedures, compensation and benefits plan, and accompanying lawful and reasonable practices and interpretations of the County Human Resource Department. The Parties also agree that under current law, Town employees are not eligible to participate in County bargaining units, and that the County will administer a pay plan incorporating Town staff and employee jobs. The County will follow NRS ch. 269 with respect to Town staff.

7. The County Manager is expressly delegated the authority, by the Douglas County Board of County Commissioners, to implement, administer, renew, and terminate this Agreement. Notwithstanding such delegation, the Town may request the

Board of County Commissioners to review and modify any decision made by the County Manager, pursuant to this delegation of authority.

8. Each respective Party agrees to indemnify and hold harmless the other Party, to the extent provided by law, including, but not limited to, NRS ch. 41, from and against any liability arising out of the performance of the Agreement, proximately caused by any act or omission of its own officers, agents, and employees.

9. The laws of the State of Nevada shall be applied in interpreting and construing this Agreement.

10. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement.

11. This Agreement constitutes the full and final agreement between the Parties and shall not be modified except in writing and signed by both Parties.

<u>12. All written notices under this Agreement shall be delivered to the following</u> officials at the addresses stated:

> <u>County Manager</u> <u>Post Office Box 218</u> Minden, Nevada 89423

Town of Gardnerville 1407 Highway 395 N Gardnerville, Nevada 89410

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

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first above written.

DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS TOWN OF GARDNERVILLE

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By:		By:	
Gregg Lynn, Chair	(Date)	Ken Miller, Chairman	(Date)

1.

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11. All written notices under this Agr officials at the addresses stated:	eement shall be delivered to the following*	Formatted: No bullets or numbering
County Manager Post Office Box 218 Minden, Nevada 89423	Town of Gardnerville Post Office Box 43 Gardnerville, Nevada 89410	
	e assigned except by writing signed by bether and inure to the benefit of the Parties'	Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, + Start at: 1 + Alignment: Left + Aligned at: 0.5" + Tab after: 0.5" + Indent at: 0.5"
IN WITNESS WHEREOF, the Parti executed as of the day and year first above	es hereto have caused this Agreement to be e written.	
DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS	TOWN OF GARDNERVILLE	
By: Gregg Lynn, Chair (Date)	By: — Ken Miller, Chairman (Date)	

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Dallaire, Tom

From: Sent: To: Subject: Attachments: Goering, Dirk Wednesday, December 18, 2013 4:59 PM Ritger, Philip; Dallaire, Tom; Davidson, Jenifer; 'BSpellberg@grgid.com' Craft Food and Beverages Ord (3).doc

Jenifer, Tom, Bob, and Phil,

As we discussed on the phone, Douglas County Community Development Department is initiating a Zoning Text Amendment, which adds two new uses defined as Craft Foods or Beverages, Large and Small, allowing for the processing and production of craft foods or beverages, including large and small scale distilleries/breweries, distributed to customers on-site, retailers, or wholesalers, and allowed in the GC (General Commercial), LI (Light Industrial), NC (Neighborhood Commercial), SI (Service Industrial), and TC (Tourist Commercial) zoning districts.

Once I have a staff report finalized, I will distribute it. The County is not taking the application before the towns or GID, however, you are all welcome to provide me with comments or speak at the Planning Commission or Board (this is a correction to an earlier statement I made).

The amendment is headed to the January 14, 2014, Planning Commission meeting.

If you have any questions or comments please contact me at (775) 782-6212.

Thanks,

Dirk

Dirk Goering, AICP Associate Planner Douglas County ph: (775) 782-6212 dgoering@co.douglas.nv.us http://www.douglascountynv.gov

Public Counter hours: Monday-Thursday: 8a.m. to 3p.m & Friday: 8a.m. to noon.

15-9

ORDINANCE NUMBER 2014-1402

SUMMARY

A Zoning Text Amendment (ref. DA 13-046) initiated by the Douglas County Community Development Department to amend Douglas County Code (DCC) Section 20.658.020 *Permitted*, *development permitted, and special use permit uses (Tables)*, Section 20.660.020 *Commercial and business service uses*, Chapter 20.666 *Non-Residential Specific Standards for Permitted*, *Development Permitted and Special use permit Uses (Table)*, Chapter 20.668 *Non-Residential Uses Specific Standards*, and Chapter 20.692 *Off-Street Parking and Loading, Table 20.692.1*, adding two new uses defined as Craft Foods or Beverages, Large and Small, allowing for the processing and production of craft foods or beverages, including large and small scale distilleries/breweries, distributed to customers on-site, retailers, or wholesalers, and allowed in the GC (General Commercial), LI (Light Industrial), NC (Neighborhood Commercial), SI (Service Industrial), and TC (Tourist Commercial) zoning districts and other properly related matters. The Zoning Text Amendment is brought forth by staff based on new language in State statute allowing for craft distilleries (NRS 369 and 597), public request, and to promote economic vitality within Douglas County.

TITLE

A Zoning Text Amendment (ref. DA 13-046) initiated by the Douglas County Community Development Department to amend Douglas County Code (DCC) Section 20.658.020 *Permitted, development permitted, and special use permit uses (Tables)*, Section 20.660.020 *Commercial and business service uses*, Chapter 20.666 *Non-Residential Specific Standards for Permitted, Development Permitted and Special use permit Uses (Table)*, Chapter 20.668 *Non-Residential Uses Specific Standards*, and Chapter 20.692 *Off-Street Parking and Loading, Table 20.692.1*, adding two new uses defined as Craft Foods or Beverages, Large and Small, allowing for the processing and production of craft foods or beverages, including large and small scale distilleries/breweries, distributed to customers on-site, retailers, or wholesalers, and allowed in the GC (General Commercial), LI (Light Industrial), NC (Neighborhood Commercial), SI (Service Industrial), and TC (Tourist Commercial) zoning districts and other properly related matters.

The Board of County Commissioners of the County of Douglas of the State of Nevada, do ordain:

SECTION I: Douglas County Code, Title 20, is amended with the new language being shown <u>underlined</u>, as follows:

Non-Residential Districts

20.658.020 Permitted, development permitted, and special use permit uses (Table).

The following list represents those uses, subject to the provisions of this title, in the non-residential districts which are permitted by right (P), subject to design review (D), requires special use permit and design review approval (S), requires approval of a temporary use permit (T), or are prohibited (X). Uses not listed in this table are prohibited.

Note: Italics denote that Specific Standards apply (see chapter 20.668)

20.658.020 Use (see sections in chapter 20.660 for use descriptions)	PR	NC	ос	GC	MUC	TC	IJ	GI	SI	PF	AP
Table Section .010 is re-enacted as currently written.											
.020 Commercial and busine	ss uses	1									
(A) Building contracting shop	X	Х	х	D	Х	х	D	D	D	х	х
(B) Carpentry, woodworking, or furniture making facility	x	х	x	x	x	х	D	D	D	х	x
(C) Car wash	X	s	х	D	х	х	х	х	D	х	x
(D) Commercial bakery	x	х	х	х	X	х	D	D	D	х	х
(E) Commercial laundry and dry cleaning	x	x	x	x	x	x	D	D	D	x	x
(F) Gaming	x	x	X	х	x	S1	х	х	х	x	x
(G) Kennel	x	x	X	х	x	x	х	х	х	x	x
(H) Dog fancier or breeder kennel	x	x	x	x	x	x	x	x	x	x	x
(I) Dog rescue kennel	X	Х	x	х	X	x	х	х	х	x	X
(J) Pet service	X	D	X	D	D	D	х	х	х	x	x
(K) Pawn shop	X	X	x	D	X	x	х	Х	x	x	x

(continued on next page)

20.658.020 Use (see section in chapter 20.660 for use descriptions)	PR	NC	ос	GC	MUC	тс	Ц	GI	SI	PF	AP
(L) Printing and publishing establishments	x	D	D	D	D	х	D	D	D	х	x
(M) Thrift or secondhand stores, used appliance shops	x	x	x	D	x	x	x	x	D	x	x
(N) Adult characterized businesses	x	x	x	x	x	x	x	x	D	x	x
(O) Craft Foods or Beverages (Large)	X	<u>S</u>	X	D	X	D	D	X	D	X	X
(P) Craft Foods or Beverages (Small)	X	<u>S</u>	X	D	X	D	D	X	D	X	X
Table Sections .030160 ar	e re-ei	nacted	as cur	rently	writter).).		1			<u> </u>

Note: *Italics* denote that Specific Standards apply (*see* chapter 20.668)

- Key: **D** - Requires design review **S** - Requires special use permit and design review X - Prohibited
 - **P** Permitted by right (may require building permit)
 - **T** Request a temporary use permit

¹ Permitted only if located within a GD overlay district. See Chapter 20.685.

Use Regulations

Section:

20.660.020 Commercial and business service uses.

A. "Building contracting shop" means a facility providing for general building construction, repair, service, and maintenance including installation of plumbing, roofing, signs, electrical, air conditioning, and heating, and including related equipment and materials storage. Any equipment or materials being stored must be screened from the view of adjacent roadways and properties.

B. "Carpentry, woodworking, or furniture making facility" means a facility for the making, repairing, or refinishing of furniture or wood products for direct retail sale.

C. "Car wash" means a parcel or a structure with machine- or hand-operated facilities used principally for the cleaning, washing, polishing, or waxing of one or more motor vehicles.

D. "Commercial bakery" means a commercial establishment for the production of baked goods, primarily for sale to other commercial establishments.

E. "Commercial laundry" and "dry cleaning" means a facility for the cleaning or laundering of garments, fabrics, rugs, draperies, or other similar items on a commercial or bulk basis.

F. "Gaming" means any legally constituted gambling enterprise authorized under state law, other than slot machines when the machines are operated under a restricted license and incidental to the conduct of the licensed retail business.

G. "Kennel" means any place of business where dogs, cats and other domestic (non-farm) animals for boarding, breeding, training, grooming, treating, sale or other commercial purpose with the exception of veterinary clinics or pet shops.

1. Setback requirements for kennels with outdoor holding facilities is a minimum of 100 feet from adjacent lot lines not under the same ownership;

2. Minimum parcel size is ten net acres.

3. A kennel is subject to compliance with the provisions of title 6 of the Douglas County Code.

H. "Dog fancier or breeder kennel": Any owner or person keeping purebred dogs of a specific breed or pedigree for breeding, sale, or other dog fancier or commercial purpose at any residence or other location in Douglas County. A veterinary clinic or hospital is excluded from this provision.

1. Setback requirements for kennels with outdoor holding facilities on lots of one to five net acres is a minimum of 50 feet from adjacent lot lines not under the same ownership. The setback on lots of more than five net acres is a minimum of 100 feet from adjacent lot lines not under the same ownership.

2. Minimum parcel size is one net acre.

3. A dog fancier or breeder kennel is subject to compliance with the provisions of title 6 of the Douglas County Code.

I. "Dog rescue kennel": Any nonprofit single person, entity or group engaged in providing temporary shelter, care or placement of dogs for up to six months, or as approved by animal control, for the purpose of placing them with new owners. A veterinary clinic or hospital is excluded for this provision.

1. Setback requirements for kennels with outdoor holding facilities on lots of one to five net acres in a minimum of 50 feet from adjacent lot lines not under the same ownership. The setback on lots of more than five net acres is a minimum of 100 feet from adjacent lot lines not under the same ownership.

2. Minimum parcel size is one net acre.

3. A rescue kennel is subject to compliance with the provisions of title 6 of the Douglas County Code.

J. "Pet service": Any single person, entity or group engaged in grooming or training pets, primarily dogs and cats, for commercial purpose at any residence or other location in Douglas County. A veterinary clinic or hospital is excluded from this provision.

1. Setback requirements for pet shop kennels with outdoor holding facilities are a minimum of 50 feet from adjacent lot lines not under the same ownership.

2. A pet service is subject to compliance with the provisions of title 6 of the Douglas County Code.

K. "Pawn shop" means a place of business where personal property is pledged as collateral for loans and the personal property is kept at the place of business until the loan is redeemed or the pledged collateral sold.

L. "Printing or publishing establishments" means a facility for the reproduction, cutting, printing, or binding of materials on a bulk basis using lithography, offset printing, blueprinting, silk screening, or similar methods.

M. "Thrift or second hand stores, used appliance stores" means a business which sells used or recycled merchandise, or accepts donations of used or recycled goods for later retail sales.

N. "Adult characterized businesses" see section 5.36.010 for a complete description of adult characterized businesses.

1. See section 20.668.140 for specific standards regarding this use.

O. "Craft Foods or Beverages (Large)": A commercial establishment located within a complex for the production of craft foods or beverages, including a facility in which foods or beverages for human consumption are processed to a final form, and is distributed to customers on-site, retailers, or wholesalers. Examples include Bakeries, Breweries, Creameries, or Distilleries.

1. See section 20.668.240 for specific standards regarding this use.

P. "Craft Foods or Beverages (Small)" A commercial establishment for the production of craft foods or beverages, including a facility in which foods or beverages for human consumption are processed to a final form, and is distributed to customers on-site, retailers, or wholesalers. Examples include Bakeries, Breweries, Creameries, or Distilleries.

1. See section 20.668.250 for specific standards regarding this use.

Non-Residential Specific Standards for Permitted, Development Permitted and Special use permit Uses (Table).

20.666.010 Table.

In addition to the general development requirements contained in chapter 20.690 (Property Development Standards), the following uses have specific standards that apply within the non-residential zoning districts. The standards are specified in chapter 20.668:

Key: "+" applies in the land use district.

Specific Standards (See section in chapter 20.668) 010. through 230	PR	NC	OC	GC	MUC	TC	ĿĨ	GI	SI	PF	AP
<u>240. Craft</u> Foods or Beverages (Large)		<u>+</u>	<u>+</u>	±		<u>+</u>	<u>+</u>		<u>+</u>		
<u>250. Craft</u> <u>Foods or</u> <u>Beverages</u> <u>(Small)</u>		<u>+</u>	<u>+</u>	<u>+</u>		<u>+</u>	<u>+</u>		<u>+</u>		

Chapter 20.668 Non-Residential Uses Specific Standards.

Sections: 20.668.010 through 20.668.230 are re-enacted as currently written. 20.668.240 Craft Foods or Beverages

In addition to the general development requirements contained in chapter 20.690 (Property development standards), the following standards apply to specific commercial land use districts (See table 20.666 on previous pages):

20.668.010 through 20.668.230 are re-enacted as currently written.

20.668.240 Craft foods or beverages (Large)

A. Production areas within these facilities that are located in the General Commercial zoning district are limited to 40,000 square feet which may include assembling, bottling, distilling, processing, and warehousing.

<u>B.</u> At least three public commercial accessory support uses must be included on-site if all or part of the establishment occurs in the General Commercial zone.

<u>C.</u> Public commercial accessory support retail uses or personal service uses may include but not be limited to, product tasting area, food service and/or catering, product education and/or museum, indoor or outdoor special events, special tours or other public facing functions.

D. For purposes of this ordinance, a craft food complex includes contiguous separate parcels under the same ownership, parcels of record as part of a commercial or industrial subdivision, or building pads and envelopes with shared or common elements such as access, driveways, parking, and pedestrian connections.

20.668.250 Craft foods or beverages (Small)

A. Production areas within these facilities that are located in the Neighborhood Commercial and General Commercial zoning district are limited to 10,000 square feet which may include assembling, bottling, distilling, processing, and warehousing.

<u>B.</u> At least one public commercial accessory support use must be included if all or part of the establishment occurs in the General Commercial or Neighborhood Commercial zone.

<u>C. Public commercial accessory support retail uses or personal service uses</u> may include but not be limited to, product tasting area, food service and/or catering, product education and/or museum, indoor or outdoor special events, special tours or other public facing functions.

D. All primary and accessory uses associated with this commercial use must be located on the same parcel.

Off-Street Parking and Loading

Section:

20.692.010 Required.

Every building or portion of a building erected must be provided with off-street parking facilities to accommodate the vehicles used by the occupants, visitors, customers, clientele, and employees of the building. With the exception of commercial parking lots in any commercial or industrial zone and joint use parking facilities, all public or private off-street parking facilities must be located on the same property as the land use intended to be served. The number of off-street parking and loading spaces required per use is provided for each respective land use category identified in the following table:

Use (as defined in chapter	Parking Spaces Required*	Loading Spaces Required**
20.660)		
Table Section .010 is re-enacted		
.020 Commercial and business	service uses	
(A) Building contracting shop	One per 200 sq. ft.	First one required at 5,000 sq. ft.
 (B) Carpentry, woodworking or furniture making facility 	One per 500 sq. ft.	First one required at 5,000 sq. ft.
(C) Car wash	One per each washing bay and five stacking spaces per washing bay	None
(D) Commercial bakery	One per 1,000 sq. ft.	First one required at 5,000 sq. ft.
(E) Commercial laundry and dry cleaning	One per 500 sq. ft.	First one required at 10,000 sq. ft.
(F) Gaming	One per 100 sq. ft.	First one required at 5,000 sq. ft.
(G) Kennel	One per 300 sq. ft. with a minimum of two spaces	None
 (H) Dog fancier or breeder kennel 	One per 300 sq. ft., with a minimum of two spaces	None
(I) Dog rescue kennel	One per 300 sq. ft., with a minimum of two spaces	None
(J) Pet Service	One per 300 sq. ft., with a minimum of two spaces	None

Table 20.692.1 Required Parking and Loading Spaces

(continued on next page)

Use (as defined in chapter 20.660)	Parking Spaces Required*	Loading Spaces Required**
.020 Commercial and business	service uses (cont'd)	
(K) Pawn Shop	One per 250 sq. ft.	First one required at 5,000 sq. ft.
 (L) Printing or publishing establishments 	One per 250 sq. ft.	First one required at 5,000 sq. ft.
 (M) Thrift or second hand stores, used appliance stores 	One per 250 sq. ft.	First one required at 5,000 sq. ft.
(N) Adult characterized businesses	One per 250 sq. ft.	First one required at 5,000 sq. f
<u>(O) Craft Foods or Beverages</u> (<u>Large)</u>	One per 300 sq. ft. of retail/or personal service area; parking for processing and warehousing determined through design review or special use permit.	Determined with design review or special use permit.
<u>(P) Craft Foods or Beverages</u> <u>(Small)</u>	One per 300 sq. ft. of retail/or personal service area; parking for processing and warehousing determined through design review or special use permit.	Determined with design review or special use permit.

Notes:

* All square footage refers to floor area unless otherwise noted.
** Additional loading requirements by square footage may be found in Table 20.692.3.

PROPOSED on _____, 2014

PROPOSED by Commissioner	OSED by Commissioner	
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PASSED on _____, 2014

VOTE: AYES: Commissioners

NAYS: Commissioners

_____, Chairman Douglas County Board of Commissioners

ATTEST:

Ted Thran, Clerk-Treasurer

This ordinance shall be in force and effect from and after the _____ day of the month of _____ of the year____.