



# GARDNERVILLE TOWN BOARD

## Meeting Agenda

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

1407 Highway 395 N.  
Gardnerville, Nevada 89410  
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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, July 7, 2015**

**4:30 p.m.**

**Gardnerville Town Hall**

### MISSION STATEMENT

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

Copies of the finalized agenda were posted at 8:13 A.M. on July 1, 2015 or before the third day prior to the meeting date, by Carol Louthan, Office Mgr. Sr., Signed: Paul [Signature] in

accordance with NRS Chapter 241 at following locations; **Gardnerville Town Offices**, 1407 HWY 395 N, **Gardnerville Post Office**, 1267 US HWY 395 #L, **Carson Valley Chamber of Commerce and Visitors Authority**, 1477 Hwy 395 N, Gardnerville NV 89410 and the **Douglas County Historic Courthouse**, 1616 8<sup>th</sup> Street, Minden NV 89423, and on the Internet at [www.gardnerville-nv.gov](http://www.gardnerville-nv.gov). 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 89410, or by calling (775) 782-7134 at least 24 hours in advance.

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

**INVOCATION** – Pastor Jim Beilstein of Trinity Lutheran Church

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

**PLEDGE OF ALLEGIANCE** – Ken Miller

### **PUBLIC INTEREST COMMENTS (No Action)**

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

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

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

### **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**

**June 2, 2015 Regular Board meeting, with public comment prior to Board action.**

### **CONSENT CALENDAR FOR POSSIBLE ACTION**

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

1. **For Possible Action: Correspondence**
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
3. **For Possible Action: Approve June 2015 claims**
4. **For Possible Action: Approve 32' foot wide Ditch Irrigation & Maintenance Easement for downstream**



## GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

- users of the Martin Slough waters on the Hellwinkel property APN 1320-33-402-080, along the existing irrigation ditch alignment, as required by Water Conveyance Advisory Committee for the Flood Channel site improvement project review.
5. **For Possible Action:** Approve the Main Street Gardnerville newly elected officers for FY 15-16 with Linda Dibble, President, Scott Bergan, Vice-President, Norie Jenkins, Treasurer, Suzanne Carreau, Secretary
  6. **For Possible Action:** Approve Special Event Entertainment Endorsement Application submitted by Marie Lekumberry, representing J. T. Basque Bar & Dining Room for an accordian band – Basque Folk Dance Event on Friday, August 7, 2015 from 8:00 pm until 11:00 pm, with an anticipated attendance of approximately 200 people. J.T. Basque Bar & Dining Room is located at: 1426 Hwy 395, Gardnerville, Nevada 89410.
  7. **For Possible Action:** Approve and accept maintenance responsibility of landscaping installed by the Overland behind the sidewalk to the face of the curb along the parking lot and building along Gilman Avenue from Courthouse Alley to Highway 395, all located within the public right of way.
  8. **For Possible Action:** Approve Main Street Gardnerville and Record Courier Fall Art Show, September 12, 2015, at Heritage Park.
  9. **For Possible Action:** Approve a request by Sarah Sanchez, Carson Valley Community Food Closet, to divide the existing 2.84 acre parcel into two parcels, the smallest being 1.0 acres, in the Neighborhood Commercial (NC) zoning district in the Minden-Gardnerville Community Plan, APN 1220-04-002-009, 1245 Waterloo Lane.

### **ADMINISTRATIVE AGENDA**

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

10. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for May 2015. (approx. 10 minutes)
11. **Not for Possible Action:** Discussion and presentation on an update on State of Nevada 2015 Legislative Session by Wes Henderson, Nevada League of Cities & Municipalities. (approx. 15 minutes)
12. **For Possible Action:** Discussion and presentation on a request by Sierra Chef (Cynthia Ferris Bennett and Leslie Broderson) for a Farmers Market Family Event from May through September 2016, the 1<sup>st</sup>, 2<sup>nd</sup>, and last Thursday nights of each month in Heritage Park; with public comment prior to Board action. (approx. 20 minutes)
13. **For Possible Action:** Discussion on a request to use Heritage Park for a fee of \$500 for the 2.5 days for a Flyball tournament on September 25 – 27, 2015, authorizing the handled dogs in the park for the event, presentation by John Tresise, Fly dog team member; with public comment prior to board action. (approx. 20 minutes)
14. **Not For Possible Action:** Discussion and presentation of Douglas County Pay and Compensation Study, including the modification to annual leave policy 200.36, Pay Grades, new job descriptions and classifications, and paying the full PERS contribution rate of 2.25%, Presentation by Jim Nichols, Douglas County Manager, OR Wendy Lang, HR (Approx. 20 minutes)
15. **Not for Possible Action:** Discussion and information only presentation on the Esplanade at the Ranch at Gardnerville, Major Design Review (DA-14-047) of a 41 unit multi-family housing project which includes thirteen (13) triplexes and one (1) duplex regarding the changes made to the plan since the Gardnerville Town Board approval on January 6, 2015. The subject property is located at Heybourne Road and Gilman Avenue in the MFR (Multi-family residential) zoning district (APN #1320-33-210-069), presentation by Hope Sullivan, Douglas County Planning Manager (approx. 10 minutes)
16. **For Possible Action:** Discussion and provide direction to staff on NOT proceeding with posting a Request for Qualifications (RFQ) for Council representation for the Town of Gardnerville; with public comment prior to Board action. (approx. 15 minutes)
17. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for May 2015. (approx. 5 minutes)



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

18. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for May 2015.  
(approx. 5 minutes)

2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Gardnerville Town Board Meeting – August 4, 2015