



## GARDNERVILLE TOWN BOARD

1407 Highway 395 N.  
Gardnerville, Nevada 89410  
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[www.gardnerville-nv.gov](http://www.gardnerville-nv.gov)

### Meeting Agenda

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

Tuesday, June 4, 2013

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 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 8<sup>th</sup> Street Historic Courthouse. The agenda is also posted 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.

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

**PLEDGE OF ALLEGIANCE- Mary Wenner**

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

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

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

**May 7, 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.

- For Possible Action: Correspondence**
- For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
- For Possible Action: Approve May 2013 claims**
- For Possible Action: Approve Budget Transfers for fiscal year 12/13**
- For possible Action: Approve the minor modification to the 613 debt fund for the 13/14 budget.**
- For Possible Action: Approve a special event application for Austin's House Poker Run Fundraiser scheduled for September 7, 2013 at Heritage Park and waive park fees.**
- For Possible Action: Approve a special event application for the American Cancer Society's team spirit rally for**



## GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

Relay for Life, June 12, 2013 at Heritage Park and waive park fees.

8. **For Possible Action:** Approve a special event application for a Celebration of Life Ceremony scheduled for July 20, 2013 at 9:30 a.m. at Heritage Park.
9. **For possible action:** Approve a grant in the amount of \$3,500.00 from Carson River Sub Conservancy District to assist in the Cottonwood slough stream restoration project, in which the town contracted with Nevada Division of Forestry in the estimated amount of \$7,834.24, and authorize the chairman to sign the contract with the Carson River Sub Conservancy District.
10. **For Possible Action:** Approve the letter of support to send with the grant application, the Town's \$25,000 in match funds for the Nevada Department of Transportation (NDOT) Transportation Alternative Program (TAP) grant which will fund the construction of the Martin Slough multi-model trail extending from the Martin Slough Ponds to Lucerne Avenue, and the Town's commitment to maintain said trail within the town of Gardnerville.

### **ADMINISTRATIVE AGENDA**

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

11. **For Possible Action:** Discussion on the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$24,468.41 for fiscal year 2013-2014 with public comment prior to Board action. Appearance by Bruce Hollander, Warren Reed insurance, with public comments prior to board action. (approx. 15 minutes).
12. **For Possible Action:** Discussion on having the town sponsored Wednesday morning Farmers Market at Heritage Park, organized by Linda Marrone, Market Manager for the 3<sup>rd</sup> & Curry St. Farmer's Market. The town would assist with advertising, providing Heritage Park, closing Slaughterhouse Lane and a portion of Ezell to through traffic and provide some event signs during the market hours, with public comment prior to board action. (approx. 30 minutes)
13. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities. (approx 15 minutes)
14. **For Possible Action:** Presentation and discussion on the revised flood analysis and channel construction on the 7.43 acres acquired from the Hellwinkel Ranch, for the revised flood channel and pedestrian trail plans located between Toler Ave to the Chichester detention pond on APN: 1320-33-402-080. The pedestrian trail and channel contains a portion of the project funding through the State Lands Question 1 funding. The town board will discuss the options to proceed with the construction of the plans as designed or discuss alternative options. Presentation by Denton Peters, P.E., NHC, with public comment prior to board action. (approx. 45 minutes)
15. **For Possible Action:** Discussion on Resolution 2013-03 amending Section 18.06.100 of the Douglas County Code relating to garbage and trash collection with the Town of Gardnerville; providing for deletion of existing language inconsistent with the current Town of Gardnerville Health and Sanitation Department practices and procedures; and providing additional language consistent with the Town of Gardnerville Health and Sanitation Department practices and procedures; and providing other matters properly relating thereto, with public comment prior to board action. (approx. 10 minutes)
16. **For Possible Action:** Discussion and direction regarding an update to the status of the development agreement for Aspen Mobile Home Park and review the partnership agreement with the Town, County and NDOT to construct frontage improvements to State Route 756 from Highway 395 to the Lutheran Bridge over the Carson River, and modified conditions of approval, with public comment prior to Board action. (approx. 20 minutes)
17. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for May 2013. (approx 10 minutes)
18. **Not For Possible Action:** Discussion on the Town Manager/Engineer's Monthly Report of activities for May 2013. (approx 10 minutes)

***Adjourn***

**Next Regular Board Meeting – July 2, 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

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**Tuesday, May 7, 2013**

**4:30 p.m.**

**Gardnerville Town Hall**

**4:30 P.M. Chairman Miller called the meeting to order and made the determination a quorum was present.**

#### **PRESENT:**

Ken Miller, Chairman  
Linda Slater, Vice-Chairman  
Mike Philips  
Lloyd Higuera  
Mary Wenner

Tyler Altom, Town Counsel  
Tom Dallaire, Town Manager/Engineer  
Paula Lochridge, Main Street Program Manager  
Carol Louthan, Office Manager Sr.

(This meeting was not taped due to a malfunction of the recording software)

**PLEDGE OF ALLEGIANCE-** The Pledge of Allegiance was led by Mary Wenner.

**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.

**Motion Higuera/Philips to approve the agenda.**

No public comment.

**Motion carried unanimously.**

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

**February, 19, 2013 Special joint training meeting, with public comment prior to Board action.**

**Motion Higuera/Philips to approve the minutes of February 19, 2013 Special joint training meeting.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

**April 2, 2013 Regular Board meeting, with public comment prior to Board action.**

**Motion Higuera/Philips to approve the April 2, 2013 regular board meeting minutes.**

No public comment.

**Upon call for the vote, motion carried.**

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

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Boy Scouts Hunter & Tyler Cesoxall were present.

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

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1. **For Possible Action:** Correspondence  
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities  
Accepted
3. **For Possible Action:** Approve April 2013 claims  
Approved.
4. **For Possible Action:** Approve Town Park Use/ Special Event application for Valley Cruisers Rockathon Car Show and Swap Meet, May 18, 2013.  
Approved
5. **For Possible Action:** Approve Town Park Use/Special Event application for Old Town Days, September 12-15, 2013.  
Approved.
6. **For Possible Action:** Accept the Tree City USA award for 2012.  
Accepted
7. **For Possible Action:** Approve the Vision Statement as part of the Town's Strategic plan update.  
Approved.
8. **For Possible Action:** Approve Proclamation 2013-02 recognizing the week of May 6-11 as Wild Land Fire Awareness Week.  
Approved.
9. **For Possible Action:** Approve submission of Resolution 2013-029 to the Douglas County Board of Commissioners for a Gardnerville Town Board compensation increase effective July 1, 2013 for the 13/14 fiscal year.  
Approved.

Motion Slater/Higuera to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

#### **ADMINISTRATIVE AGENDA**

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

10. **Not for Possible Action.** Discussion on the Main Street Program Manager's Monthly Report of activities for April 2013

Ms. Lochridge reported they will be trying to get the flower baskets up by the end of May. Mary just volunteered for this weekend's Let's Sweep the Town. We would appreciate it if everyone brought a broom and shovel if you can. Two new benches will go in soon: one for Andy Costa and one by the Stiltz family. There was a wreath put on Tom Cook's bench. Another bench may be going in soon. Co-op advertising with businesses in the Reno Tahoe Getaway magazine. We advertised the wine walks and the movies to see if we can get some tourism. We have several events that we are preparing for. Wine walks start next week. We have a few new members: Al La Carte Nails, Accolades, Abby Jo's Café Girasole, Aurora Salon, Big Daddy's Bike Shop, Fields of Flooring, Gadzooks, Great Basin Home Health, Just2Spoiled, Penny Lane, Penny Lane Too and Nevada Unique opening in June at the vacant car lot. Draft copy of the flyer for newly renamed Freedom 5k Fun Run and Yankee Doodle Chalk Artfest. We have an event on the evening before called "Prepare Your Square." The artists are going to come out and claim their square. Don't know whether there will be a dash for the kids. We sent a letter of intent to USDA Specialty Crop Competitive Grant and they accepted the letter of intent. So I will be preparing a grant application to submit. It will help with some of the funding and projects going on at Heritage Park Garden.

11. **For Possible Action:** Public Hearing to Adopt the Final Budget for Main Street Gardnerville for Fiscal Year 2013-2014, with public comment prior to Board action.

Ms. Lochridge has been working with Tom on the budget. We have our four committee action plans, their projects and costs for the next fiscal year. We are also on the hunt for more volunteers.

No public comment.

Motion Higuera/Slater to approve final budget for Main Street Gardnerville. Motion carried unanimously.

**12. Not for Possible Action: Discussion, Presentation and update on the Douglas County Community Center/Senior Center project, APN: 1220-04-601-027. Presentation by Jeremy Hutchings, R.O. Anderson Engineering.**

Mr. Jeremy Hutchings, R.O Anderson Engineering, gave an overview of the Senior Center project along with renderings and drawings. Building will get under way for site work after Carson Valley Days. The building itself will depend on the final plans by the team. The award has been made to Core Construction. TSK is the main architect.

Mr. Scott Morgan was present from Douglas County Parks.

Mr. Pat Pusich, TSK Architects, went over the architecture of the building. We are about 90 percent done. Hopefully start construction in July. Interior and exterior renderings were passed around for everyone to see.

**13. For Possible Action: Discussion on a request for clarification and possible modification to the Ranch at Gardnerville, LLC (PD) 04-008-4, specifically to amend the conditions of approval from the Town of Gardnerville dated October 27, 2004, Item number 1, “ development shall provide linkage from the existing end of the Martin Slough Maintenance Road behind CVMS through to the new Town boundary” (Zerolene Road) clarifying the requirement to construct the maintenance path within the open space at phase I and determining the extent of those path improvements, APN's: 1320-32-614-001, 1320-29-000-008, -014, 1320-33-210-033 & 1320-32-501-017, with public comment prior to Board action.**

Mr. Dallaire explained after the presentation last month it became increasingly clear as to the intention of not actually building the trail provided we didn't get the grant at NDOT. The grant application has been resubmitted to NDOT and it is a priority for the county. The final application is due at the end of May. All the presentation and materials to select the priorities with that information will be submitted and move forward. Everyone hopes this will get awarded. We would end up with a maintenance trail and access through to Buckeye. If the grant doesn't move forward or isn't funded we will be stuck with 30 acres of open space that we don't have access to. There will be a stub, a trailhead, six parking stalls and a linking trail that will be paved and accessible to where the maintenance trail should be. We are asking if the grant doesn't happen by April 2014 that the developer be obligated to grade a DG or base 10 foot wide trail through the site so we can have maintenance access to the 30 acres. Since the modification to the development the developer agreed to dedicate an additional 3 acres of land for this access to get to Buckeye. They also set aside two payments of \$50,000 each for the grant application. In their mind because they did that they were off the hook for building the trail. They are off the hook if we get the grant. That's why it is coming back. Douglas County has been pushing this on our behalf. We just need to make the clarification on what to do. I really spelled it out in the packet. I can give Rob an opportunity to do a presentation. Then Dirk and Mimi are here if you have any questions for the County.

Mr. Rob Anderson and Carrie McAninch are here on behalf of the Ranch at Gardnerville. Mr. Anderson regrets we are back talking about this again. I thought we had a good understanding. This is not a request by the developer to modify the conditions of approval. They do not believe they require modification. We are here merely as a compromise with county staff. Staff declined to process the boundary line adjustment so this issue could be addressed. They mutually agreed they would bring it back for clarification.

Mr. Philips did not recall a lot about it but he was sure Jim Park was adamant about a maintenance trail.

Mr. Anderson felt the conditions required the developer to dedicate the open space and a maintenance path. Ultimately when the letter was issued it required the maintenance path. It didn't say when that was required. Douglas County maintains it was required with phase 1. Subsequent Jim Park asked the developer where the maintenance path was. When are you going to do that? My recollection is that happened after the phase 1 final map in 2007. So at the time the final map was reviewed and processed that maintenance path was not scheduled. It was not in the conditions or comments of the final map. It was something nobody dealt with. Jim did ask the question and submitted the maintenance path for approval. During that process the standards of the trail were not specified by the town. It was vague. During the process we met with Jim. Jim said this is what I want and that accelerated to what Tom described about a trail and amenities. That permit was never issued by Douglas County. Tom has not been able to find an approval by the Town of Gardnerville. After that the project stopped, we entered into a process with Douglas County to find a way to make the project feasible. There were many considerations so the project could go forward. No one at the amended final map phase raised the issue about the path. If the path was required it wasn't required with the initial final map and it wasn't required with the amended final map. That map was recorded. Douglas County said you need to do an amended PD to apply the variances to the remainder of the project. In April 2012 the grant opportunity that Tom referred to earlier became available. We identified the opportunity as a way to build the slough

trail and get grant funding for it. It is a 75 percent grant. The estimated cost is \$781,000. That was included within the trail application. Two things Douglas County needed to have in 2012 was to control the right-of-way. At that time Ms. McAninch was approached and asked if she would consider making the dedication early so they could say they have an offer of dedication. The second piece Douglas County required was matching funds. The towns each offered \$25,000. Douglas County put up \$50,000, and the developer offered to put up the other \$100,000. That was what was offered in April 2012. That was accepted and it clearly stated it was subject to approval of the grant. The modification to the PD was approved by the Douglas County Board of Commissioners in September or October of 2012. In that application there was a major modification. It removed the alleys and the other variance requests in the previous amended map and this is the PD map that was included.

Mr. Phillips asked if that trail was on the tentative map in 2004?

Mr. Anderson explained it was shown as a master plan facility. It talks about a maintenance path. It was contemplated to run along this alignment

Mr. Dallaire shows it is the Martin Slough maintenance road behind CVMS through to the new town boundary which is Zerolene. Then they wanted an access from the trail head down.

Mr. Anderson showed the trail parking, the connection and this alignment is the proposed alignment of the Martin Slough multimodal trail in the application to NDOT and it is the approximate alignment of the maintenance path.

Vice Chairman Slater asked when the amendment was brought to the Board. Was that part of the amendment that you presented or was that not?

Mr. Anderson stated these set of plans were part of the application for the planned development. The issue was included in the materials.

Vice-Chairman Slater asked if this stayed out and no one knew about it unless they read every detail of the map.

Mr. Anderson believed the county and towns have professional staff. I believe Douglas County clearly reviewed the map in great detail. We had considerable discussion about this. That never came up as an issue. No one raised this as an issue.

Vice Chairman Slater asked if that was changed after the first concept was presented and accepted by the board.

Mr. Anderson answered no. From the time we submitted the application in July 2012 this was on the map during that review process.

Mr. Dallaire reviewed at the September meeting we had the application go to NDOT. It was approved by NDOT and we were moving forward with the understanding it was going to be provided with a separate set of plans. It will be brought back and designed by others because the whole trail link was modified. Right now the trail ends at the boundary line between the Seeman Ranch and the open space. The trail that was actually presented to NDOT and awarded was all the way from Gilman to the paved section of the area behind CVMS and where the hammerhead turnaround is all the way to Buckeye. NDOT changed directors and he wiped all the grants off the slate. That's where the confusion is. It was also under a separate permit and if you read the title of this document it is its own permit. It wasn't part of phase 1 or 2. It wasn't part of any phase. It wasn't part of any section. So they had the improvement plans. It was all a separate site improvement application.

Mr. Anderson stated the grant was going forward. But this is why this is important. The consideration is whether or not there is a maintenance path required if the grant doesn't go forward. This presentation was our power point presentation to the planning commission in September of 2012. I wanted you to see this exhibit was clearly provided to the planning commission. This I obtained from a Douglas County staff report to the Board of County Commissioners. These sheets were included in the packet to the commissioners. Douglas County paid for the Seeman project about \$60,000 per acre. The developer has freely offered to grant the 3 acres to help facilitate the grant beyond the cash contribution. If you look at the next page it shows the Martin Slough trail and says Martin Slough Trail \$100,000 developer contribution. I believe it was clearly part of the presentation to the planning commission and ultimately in board packet. The conditions of approval say specific to this area condition 9 in the board report says per the letter dated April 12, 2012. That right of way was required as a concession so we could move forward with the boundary line adjustment. If you go through these sheets the only place there is a pedestrian trail is here. Mr. Dallaire discussed the town board would like one more link. But the discussion was the developer

said no. He would like to continue to work together. We do not believe it is fair or equitable to build that infrastructure under the circumstances.

Vice-Chairman Slater asked if he saw the trail as a benefit to the Ranch at Gardnerville

Mr. Anderson answered yes, absolutely.

Mr. Higuera asked if since none of this trail is mentioned on any of the maps how can we really make a motion for the maintenance path.

Mr. Dallaire's recommendation is if the grant doesn't go through and the offer was they are providing \$100,000, we could use \$50,000 for the path and go back after more grant funding. If the NDOT funding gets approved then I suspect they will be doing a set of plans from the existing trail from Gilman to Lucerne. So we will be doing those improvements anyway. I worded it in 2012 so it would provide the additional linkage to the multimodal trail.

Mr. Higuera asked what the standard is for the entire trail.

Mr. Dallaire advised 10 foot wide paved trail with two foot of DG on each side. We don't need the DG when we are doing the maintenance part of it, but we would be able to pave over the top in the future. I am not asking them to pave it but build it so we have access back there. It's for a clarification from 2004. I think what we had done originally was require a maintenance path. There was nothing I could find in the file. That's what we had originally before 2009. If we have that in the future we can access, maintain and mow. It will take maintenance. It will end up to be a fire hazard if we don't. We own it. If the grant doesn't happen then what? That's the issue.

Ms. Wenner asked about the SIP in 2007. We have it in the file but you don't have full approval from the county or the town on it.

Mimi Moss, Douglas County Community Development explained the project stopped. So that was probably the reason why. A lot of people submit SIP and decide not to pursue it. It was never issued. The reason the note on the map when Rob came forward to amend the PD last fall was not an issue is because that portion of the project is part of phase 1. Phase 1 had already been recorded. The question to Tom was did you all understand with that decision you do not get that maintenance path. We assumed that was going to occur. The amended map last fall included phase 2 and greater. It did not touch phase 1. So for clarification did you understand what was actually approved last September? One of the conditions per your attachment 3 references the ditch maintenance path shall be provided. So what does that mean? It did not say the path was tied to phase 2. However, in Douglas County you either construct it or secure for it. What was confusing is when the final map was submitted the response from the applicant was all those improvements have been secured for within the open space. Could we have looked at it closer? For sure. It was just brought to our attention now. When was the path going to be done? It wasn't identified. That is correct but the standard is it goes along with that phase map. So now we are at a point where that map is recorded and we don't get the improvements. For clarification for the next phases what is going to occur, and is the intent at the time you intended the map. So that is Douglas County's concern. The amended map had nothing to do with phase 2 and nothing to do with the note on the map. It wasn't a request of the applicant at that time. The owner agreed to provide money toward the grant but nowhere in the discussion did anyone speak to that maintenance path and whether it was going to stay or go away. Nothing was discussed. In our mind because it wasn't requested it leaves it open as to what was going to happen with that condition of approval. That's why we've taken the request to the applicant to say you need to clarify this. Go to the town. What was the intent when the dedication occurred and did you realize you were not getting a path in that area? What the county's master plan requires shows a master planned off road trail along the Martin Slough. Jim Park references in 2004 the master plan. If the town called it an access maintenance trail or trail we were going to accept whatever. The town is responsible for maintenance. So that's why we are here. We asked the applicant to clarify. He has also filed the application to come in front of the Board of County Commissioners. We contend it was not, because it was not a specific request as part of the amended map. Phase 1 was already recorded. In our mind the path was part of the phase 2 site improvement permit. However, we have a separate SIP that was never issued. We need a clarification. Does the town want the path? What will it look like? There needs to be a backup plan.

Vice-Chairman Slater asked if they have had this discussion and review by the DA. Did they concur?

Ms. Moss agreed yes. In hindsight it looks like we may have missed something. Should the maintenance path have been part of that, yes, it should have. However, it was presented they were going to be done in phase 1.

Mr. Dallaire added not only phase 1 but the NDOT grant in 2012. It was part of it.

Ms. Moss believed the condition of approval refers to all of the conditions of approval from the town. That superseded any of the conditions of 2004. Those conditions have not been changed. So what was the intent? We believe it was for a maintenance/pedestrian path and whatever the town wanted as far as improvements we were satisfied with.

Mr. Anderson would say Ms. McAninch's legal counsel has a different opinion. The question begs the presentation is if this application for the PD amendment didn't affect phase 2 then what was intended by condition 8c on the final letter of approval which says "the pedestrian trail must be". That condition is moot or unnecessary. If that logic is to be applied and improves on the application then anything here is gone. Because what is being suggested is that was part of phase 1. The only pedestrian trail is that trail there. I believe in context it was clear that was the intention. The pedestrian trail was to be constructed. The 25 foot right of way affects future phases up north.

Mr. Dallaire believes that was a condition of that phase.

Mr. Anderson doesn't disagree. The contents of anything I showed you here doesn't apply because it wasn't phase 1. If we are using that then nothing past here is applicable. That was all phase 1, including the maintenance path, the pedestrian trail. Douglas County staff went beyond what the town staff did and said you have to build it to standards.

Chairman Miller asked if it wasn't required in any phase, when did you intent to do it. In 2004 it was said we need a maintenance path of some kind. If you don't do it with each phase we could be waiting until 2031.

Mr. Anderson did not say it wasn't an obligation in phase 1. Under that logic if this map can't modify the condition of phase 1 Douglas County can't modify them either. If this map can't affect anything that was required in phase 1 this map can't alter or change the improvement requirements in phase 1.

Mr. Dallaire stated the condition was "build by others". The intent was it would be covered by the grant.

Mr. Anderson stated the language under the grant says that letter is effective to require a \$100,000 dedication plus the land area for the trail. My point is I think the logic that is being promoted here to say clearly that nothing on this changed the maintenance path in phase 1 is a real stretch.

Ms Wenner asked when the applicant applied for the SIP in 2007 and then they did the amended map they left it off.

Chairman Miller asked when was it going to get done.

Mr. Anderson thought as a result of the final map, the land area being dedicated, Jim Park came to them and said when are we going to do that path. So we discussed it and said we will make that SIP, which they did. That application was made and submitted. Ultimately it wasn't approved and the project stopped. Then Douglas County says we have an opportunity for a grant. But I don't think she imagined she would have to do all three things. If the path is the standard in 2004 then I think I could commit we will build the path.

Vice-Chairman Slater reviewed you're basically committed. The intention was to go forward

Mr. Anderson answered absolutely, from 2007.

Vice-Chairman Slater asked if the economy had not gone sour it would have gone forward to county standards at the time.

Mr. Anderson submitted the plans but they never got done and it wasn't constructed.

Vice-Chairman Slater asked if they are ready to move forward with this.

Mr. Anderson believed the applicant is moving forward.

Mr. Dallaire mentioned in that letter it doesn't say this is excluded. The town board never got to hear it was being modified either.

Vice-Chairman Slater went back to Mr. Park's letter. A trail will be constructed

Mr. Anderson would like to work together to get the grant done. Then we don't have to worry about the maintenance path.

Mr. Higuera thought the only way the trail will be built is with a grant.

Chairman Miller asked about the maintenance road.

Vice-Chairman Slater reads it "maintenance road shall be constructed." The fact they applied for the permit and due to whatever reason it failed, but the intent was there. So I look at those two items and that was in the intent to build it through phase 1. You applied for the permit.

Ms. Wenner asked when you made the offer did you explicitly say we no longer have to do the maintenance road.

Mr. Anderson asked if you are going to do the trail are you going to build a maintenance path.

Mr. Dallaire answered no. The maintenance road would be less expensive. The maintenance path is the same alignment. It could be paved. We'd have to go after grant funds to do that.

Mr. Philips asked if a maintenance trail is put in could we go after funds to build it.

Mr. Dallaire explained it would be up to us to match it. It would go right over this. We would go after grants in the future. You can go after grants.

Mr. Anderson agreed they would willingly construct it to the standard you had in 2004. Jim had the note it would be a DG trail.

Public comment.

Ms. Carrie McAninch clarified the permit during 2007 there were a lot of things in the economy that were good. When the economy hit the tank we re-evaluated everything. This is no shocker. But I can assure you we are hemorrhaging funds. Do you like the houses going in? We need to be careful how far we push. The permit that was pulled at that time was never revisited because we can't afford \$800,000. We will stop doing the infrastructure. That's where we are. This is not a net positive deal going on. Maybe someday it will be, but right now it's tenuous at best.

Mr. Philips thought the Board bent over backward to make sure that could happen.

Ms. McAninch added it is the viability that we are right on the cusp of, can we be financially viable.

No further public comment.

Vice-Chairman Slater would go back to what Jim's memo was and the fact the permit had been applied for. There was a commitment on the developer's part to move forward.

Mr. Philips wasn't talking asphalt and trees. It was just basically a DG road that if people wanted to walk on it they could.

Vice-Chairman Slater pointed out whatever we decide it has to be at today's standards. The permit may have been issued at that time but because everything is soft and now we are picking it up in 2013, today's standard has to apply.

Mr. Dallaire stated eight feet is what was shown in 2004; eight foot of pavement on the improvements. The maintenance path has no sizes. I found a note for a DG maintenance path. We did do four inches on the other section but we had a base. The ten feet is behind CVMS. So that is why I changed it to ten feet. The engineer's estimate was six; the county was four inches, so there was a little discrepancy. We need access to be able to mow it. Eventually they will have access from the trail at the end of Snaffle Bit. But right now you can't. It's on the improvement plans in phase 2.

Mr. Anderson offered if we build it to the standard of 2004 that's an easy solution. Mr. Dallaire makes a good point that path is the alignment that would be used for the trail. So my suggestion is we will do it as a DG path four inch base negotiated. But the cost of doing that is discounted from the grant because you will use that to then apply to benefit as a match. So if it costs 50, there is still 50 in cash. That would be in-kind. If you are going to add it as a condition of approval then the answer is we will construct a trail to the standard in 2004. If you want to do it now the cost would be discounted from the offer of \$100,000.

Chairman Miller hopes they would hear something from NDOT by 2014, which means, if the grant is there, then we have the \$100,000.

Mr. Dallaire has a motion in board packets. Staff is recommending ten foot wide. We could pave it and add the DG shoulder.

Mr. Anderson understands. But if you are going to rely on Jim's letter in 2004 then that is what the developer agreed to do in 2004. My suggestion is the standards of 2004 didn't include four, five or six. So essentially what is happening is my client has agreed to step out and enable the county and the two towns to be able to achieve a windfall. For agreeing to do that she is now going to be required to build more than what she was required to build in 2004 because the standard at that time was scarifying, recompacting and keeping the weeds off. That was at best the standard. But don't add the base on top as a penalty. She has made it feasible by her willingness to make the contribution to go forward. It's also not a penalty.

Mr. Philips asked if the trail cost \$60,000 how is she losing.

Mr. Anderson responded assuming the number is correct, that didn't include any permitting or engineering. The other thing is we still have to go to Minden. Their conditions were significantly more vague than Mr. Park's in 2004. So her cost could be \$75,000. In 2004 that wasn't the standard. So she is being asked by you to spend 70 percent of her contribution as part of it if the grant doesn't go forward. If we do it now that reduces the amount she is obligated to provide in cash.

Chairman Miller asked who the developer was in 2004?

Mr. Anderson answered Anker/Park.

Mr. Dallaire didn't think in 2004 it was just to scarify. I think if the material is decent then four inches on top would be sufficient. The six inches I took out because that is the new standard: ten foot wide with two foot of dg on each side. That's how I came up with the ten feet. The DG was six inches. Eric used four. So it's all over the board.

Mr. Anderson asked since that was done FEMA has now indicated that area is a floodway. Any improvement raising it up is restricted. So potentially it's a big deal. Those are significant costs.

Mr. Dallaire asked if that needs to be done if the scarify is two inches below grade.

Mr. Anderson didn't think so as long as you don't impact the floodway.

Vice-Chairman Slater would like to see the trail built. I go back to the memo. I go back to the fact the intent was to issue it. Beyond that I need a little help from you guys.

Mr. Philips asked if we could mitigate the flood hazard problem.

Mr. Dallaire can look at it. Scarify and fill back to a level that is no higher. Put in two inches below grade. If you have a base or dg you would have two inches. They would remove eight inches, scarify, compact and have the four or six inches on top and do the analysis on the asphalt.

Mr. Anderson believed the material below 18 inches is really good material, might even meet the structural fill.

Mr. Dallaire didn't have the scarification and not the DG. Ten foot is more than wide enough.

Chairman Slater would want the ten feet.

Mr. Dallaire felt six inches was going to be proposed for the NDOT trail and three inches of asphalt. We can't add fill on top of what's there. We have to cut it down, scarify and use the native material or dg.

Vice-Chairman Slater asked if board members agree upon the width.

The Board agreed ten feet.

Mr. Dallaire thought four inches was going to be the base section. Rob has six on the future trail. Four would be sufficient of DG compacted to 90 percent two inches below the adjacent grade provided the NDOT permit is not awarded by 2014.

Mr. Altom suggested the motion should insert the words "require the Ranch at Gardnerville LLC to construct."

Ms. Moss thought even if the grant is approved it may end up being out to 2015. So if you looked at it from that perspective it may be the same. If we would have originally seen this as being a problem we would have said it will happen at this phase and we wouldn't have to be here. I think that's fine because it will be out a couple years.

Mr. Anderson asked they recommend if the grant isn't received before 2014 and the applicant is required to build the path that they be released from the \$100,000. Once we build it our obligation is done.

(Time taken to compose a motion)

**Mr. Dallaire read the recommended motion: "Motion to require the Ranch at Gardnerville LLC to provide a ten foot wide maintenance path constructed of four inch DG over eight inch compacted to 90 percent over 8 inch scarified and recompacted native material placed 2 inches below the adjacent grade. The maintenance path is to extend from the south property line to Zerolene. The entire maintenance path within the open space will be constructed by 12/31/16 provided the NDOT TAP grant application is not awarded by 12/31/14. The \$100,000 grant funding obligation provided by the Ranch at Gardnerville will be released at such time when the maintenance path is completed in its entirety within the town of Gardnerville."**

**Motion Slater/Wenner to adopt the motion as stated by Tom Dallaire.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

**14. For Possible Action: Discussion on the Fiscal Year 2013-2014 Final Capital Improvement Plan (CIP), with public comment prior to Board action.**

Mr. Dallaire didn't change anything except for the highlighted areas. These were items that were brought to my attention by the finance department. The debt service is the last payment next year. We talked about buying an additional vehicle. We were looking at auctions for a work truck. We have the item on there so it is budgeted and we don't have to move it or change it later. All the projects are the same.

No public comment.

**Motion Higuera/Philips to approve the fiscal year 2013/2014 Final Capital Improvement Plan with the noted changes. Motion carried unanimously.**

**15. For Possible Action: Public hearing to adopt the Final Budget for the Town of Gardnerville's Fiscal Year 2013-2014, with public comment prior to Board action.**

Mr. Dallaire had a few changes. The County Commission has told me we are doing a presentation to them on the 9<sup>th</sup>. (Went through the power point presentation that will go in front of the commissioners with Board members)

The cost allocation will be a big part of the budget this year. He put back in the dumpster rental fees. They need to redo the agreement with the county or we will not be paying for that. After my meeting with them there is a lot of concern that I have relative to that document that needs to be clarified, mainly how they split things up and how they applied it. With what Tyler has prepared Steve can take it to the DA. I still think the town is part of the county and the 610 fund is paid for through taxes that all residents pay.

Vice-Chairman Slater asked what the alternative would be to the \$85,000 to the county.

Mr. Dallaire could hire somebody.

Mr. Altom asked if Mrs. Slater was saying if the interlocal contract was deemed not be in force. The contract is clearly in force right now. That is the reality. Under that we don't pay for county services. There is a mutual understanding the town and county provide mutually beneficial services. We clearly think it is renewed every five years. It renewed automatically in 2002, 2007 and 2012. Our understanding was the county manager brought this up in 2007 just briefly and Mike Rowe commented then it is in force. So there hasn't been any oral objection to that contract. You can terminate any time with four months' notice or a month before the end of the five-year term. Mike and I both agree the court would agree it renews every five years.

Mr. Dallaire budgeted for the option. We are working through the issues on the cost allocation.

Vice Chairman Slater felt they should be prudent on this issue.

Mr. Dallaire tried arguing about the taxes Gardnerville residents pay. Everybody else pays for the finance department but the county is going back and saying this is how much we'll charge you back. For the departments that have taxes East Fork, Paramedics and towns, those fees would be an increase to the general fund monies. But then as Gardnerville residents what kind of services are you getting from Douglas County that you are paying? One is the sheriff's office but what else, what kind of services?

Vice-Chairman Slater agreed we should be prudent and put it in the budget just to be prepared. We can always move it later. But we need to make sure we are covered.

Mr. Dallaire didn't include the dumpster rentals in the revenue portion. So I added that in to cover the costs. We are going through all the policies and hoping to bring that back next month.

Ms. Wenner asked about the intergovernmental revenue from the county.

Mr. Dallaire explained that was basically the C-tax.

No public comment.

**Motion Higuera/Slater to approve the final budget with modifications. Motion carried unanimously.**

**16. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for April 2013.**

Mr. Altom reported Tom sent him an email indicating what he had discussed with the county manager. I prepared a letter on behalf of the town stating to the county manager the interlocal contract is in effect and why. I let him know there is no other way he could read it. The court would read it the way we are reading it. I did not send it to the DA. But the county manager will send it I am sure. Prepared the public bench easements for the new benches and reviewed the agenda. I am watching the open meeting law Assembly Bill 65 and the possible changes. The senate is supposed to hear it tomorrow. There is also a public records request law change. They are going more and more in favor of the public.

Chairman Miller mentioned this is Mr. Altom's last meeting.

Mr. Altom had given his notice to Rowe & Hales in February.

The Board wished him the very best.

**17. Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for April 2013.**

Mr. Dallaire reported Denny Peters will be doing a presentation next month on the Hellwinkel channel.

Andy Costa worked for the school district for many years and his family wanted a bench at the school.

I went to the Nevada League of Cities board meeting with Linda. I am on the planning committee for the conference at Mont Bleu in September. I offered to have a special movie for the event. I don't know whether they will do that. Mr. Henderson still hasn't met with NACO to know what they are planning. We are still coming up with ideas on the handouts at the dinner that we could sponsor. We would like to hand out something that says Gardnerville.

Lisa Granahan handed out salsa at an event last year. The salsa is made local.

Vice-Chairman Slater suggested an ornament like the one Main Street did for the holiday.

Mr. Dallaire suggested the logo on the back and the Hellwinkel barn on the front. It would be commemorative.

David Ogles is doing his Eagle project. He has eight doggie pots that he will be installing: four on Toler and four at the Wal Mart detention pond.

Vice-Chairman Slater looked at the landscaping coming down Toler. Up further there seems to be some areas that are a little more sparse from the ones at the north end.

Mr. Dallaire put some rocks in but the kids have taken some of the shrubs. The trees were smaller so those will grow up to be columnar. We could put a couple more grasses in. The plan was to put more flowers in.

We talked about cost allocation. I attended a meeting this morning with Mike Rowe on Aspen Park. He did a review of the conditions for Aspen Park on the sidewalk, curb and gutter. We had an agreement to come up with a cost share that was being proposed with NDOT. NDOT pulled out and Jim rescinded those agreements in 2004. This might be coming back next month. There are two letters from Jim wanting to get the signed agreement. We will get more direction from Mike this next month. I have spoken to Michelle and they are going to let us go in there and clean out the slough. He will call her again and let her know the outcome of the meeting. Douglas County will wipe out those agreements at the June meeting. But we need the signed agreement to have it be finished.

I applied for \$3500 from Carson Subconservancy for the cleanup of the slough. Ed was supportive and willing to give us \$3500 for the project.

The last item was based on the valley vision and improving the S curve with Eagle Gas. I contacted NDOT and have sent this document to the person in charge of these projects, hopefully to spur some conversation on how to improve the S curve. He will go forward with the parking plan we have at Southgate. The county commissioners in '94 stated in Southgate 1 you can't park on the street. In order to change this I will get more input from the owners.

**18. For Possible Action: Discussion and possible action on the annual performance evaluation of Town Manager, Thomas Dallaire, including possible action to modify Town Manager's salary pursuant to adopted policies, with public comment prior to Board action.**

Mr. Dallaire mentioned last year's summary didn't have comments listed so it wasn't done this year either. We will include them next year. I didn't get the goals done for next year. Linda and I have talked in the past. I wanted to convert the project list from the strategic plan into a to-do list for me. Just didn't have enough time. I will keep working on it. I have started it. I just haven't gotten them all transferred. I will get that to you.

Ms. Wenner asked about a supervisor or employee.

Mr. Dallaire budgeted up to a tech 2 position as per what was decided last month. It will cost more if we hire a maintenance supervisor. A maintenance supervisor was an additional \$30,000. So that would be \$30,000 less on projects. I'm not as concerned about the Hellwinkel Ranch right now because of what Denny and I discussed. He is going through and doing the model park and will report next month on whether the floodway will be of benefit or not.

Ms. Wenner asked about taking some stress off Mr. Dallaire.

Chairman Miller advised Josh will be leaving in August and at that time it would be an opportunity to redefine that position. I had an opportunity to work with town employees this last week. They are easy to work with. I had a very positive interaction with them.

Mr. Dallaire appreciates their efforts on this. I will add the things you feel need to be improved to my list of things to accomplish. The time management and organization is huge.

Mr. Altom spoke under public comment. Of all the of government clients I work with, Tom by far has more to do and more variety of what he has to do. He is doing two jobs at the same time. So, on a day-to-day basis when I interact with Tom it is clear that he has to do above and beyond, not close to what any of the other managers have to do. He does a great job and he has done a great job on the fly. He is not a government person by trade. I can't say enough about how hard it is to be in Tom's shoes from an attorney perspective.

Mr. Dallaire shared it is getting easier. I appreciate the Board's efforts in getting this back to Carol.

Vice-Chairman Slater mentioned in external relationships you scored really high. I would like to comment you have a variety of swings in here but when you look at the Board you are working with you have quite a diverse group that you work with. I think you are doing a great job and I think you ought to be very proud of the evaluation we gave you.

Ms. Wenner stated it wasn't easy to do the evaluation after only being here for four months. I talked with a lot of the other town managers and county employees Tom interacts with.

Mr. Dallaire believed for the four months Ms. Wenner has been here she did a great job. I appreciate all the work you did.

Mr. Philips asked what else we could give Mr. Dallaire besides pay. There is vacation.

Vice-Chairman Slater thought they could exceed the two percent limit.

Mr. Philips felt they could go to four percent.

**Motion Higuera/Philips to give the town manager/engineer a four percent merit increase.**

Mr. Altom stated for the record there is no public present.

**Upon call for the vote, motion carried unanimously.**

Chairman Miller mentioned former board member Tom Cook passed away recently and our thoughts and prayers are with the family and with his wife Rose.

**Motion Philips/Higuera to adjourn at 9:06 p.m.**

No public present.

**Upon call for the vote, motion carried.**

Respectfully submitted,

---

Ken Miller  
Chairman

---

Tom Dallaire  
Town Manager

**Gardnerville Town Board**  
**AGENDA ACTION SHEET**



1. **Title:** Correspondence

2. **Recommended Motion:** Receive and File

**Funds Available:**    ☐ Yes            ☒ N/A

3. **Department:** Administration

**Prepared by:** Tom Dallaire

4. **Meeting Date:** June 4, 2013            **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

Heartline  
A Division of Hallmark Cards

JTY 117 F



The floral arrangement is beautiful. Tom did get to see it and admire it. It reminded him of his tour of duty in Hawaii.

Tom loved & respected all of you so much and never ceased to be proud of the care you give to the Town of Gardnerville.


Continue to make this a wonderful place to live.

All of us who loved Tom send our deepest Thanks to all of you.

Rae Cook  
family

  
MAHOGANY

## Sister to Sister

 This West African symbol represents the love, devotion, and loyalty that are so much a part of the relationships black women share with one another. These friendships are the ties that bind us, the strength that holds us, and the spirit that sustains us, woman to woman, *Sister to Sister!*

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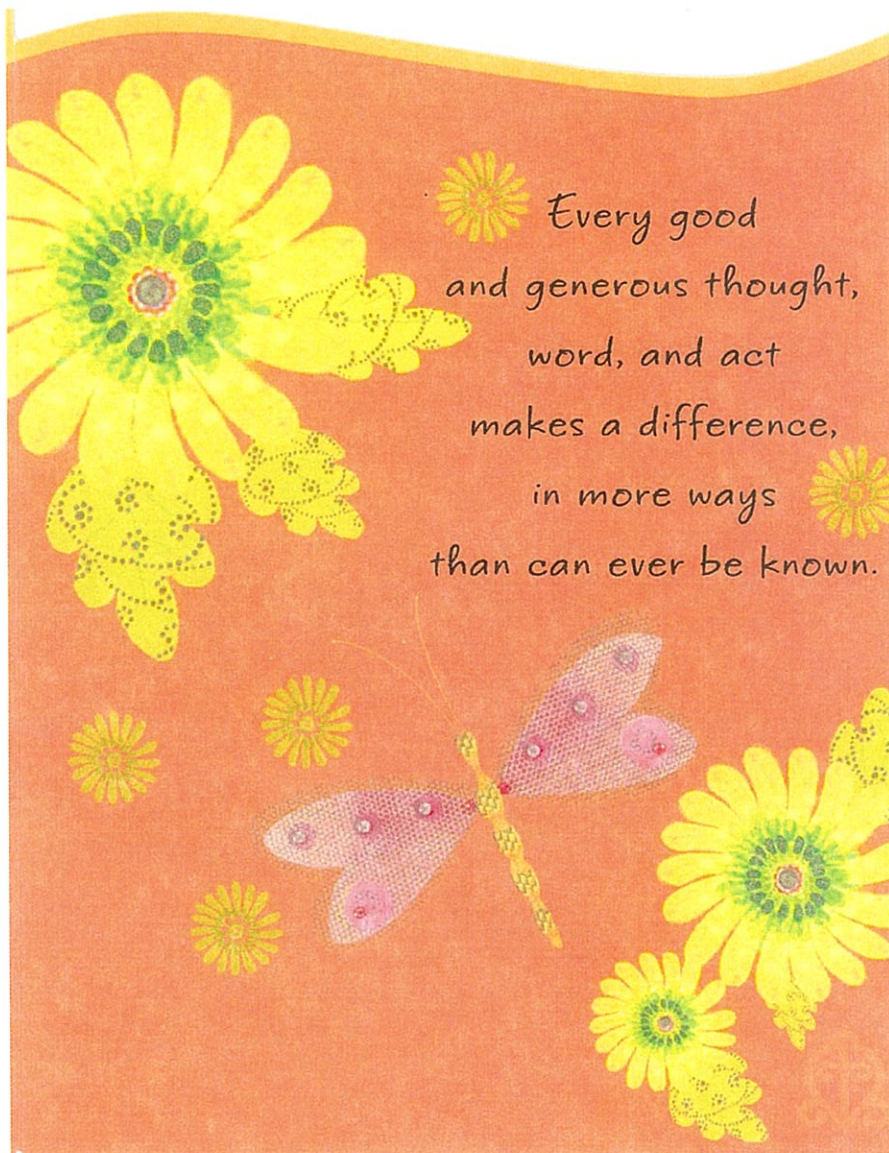
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Just so YOU know-  
thank you.

You made a difference- just  
as you all do every day.

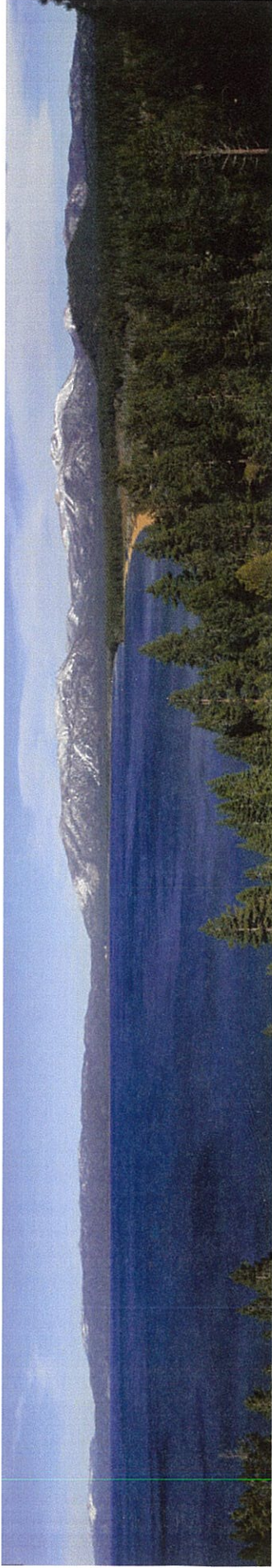
Irises are so lovely (and Tom's  
favorite flower) and the rose  
will be enjoyed by us for many  
years and the Card meant so much.

Thank you.

Rose Cook and the  
family.

1-6





**SAVE THE DATE**  
**NEVADA ASSOCIATION OF COUNTIES**  
**&**  
**NEVADA LEAGUE OF CITIES & MUNICIPALITIES**  
**FOR OUR JOINT CONFERENCE**  
**AT**  
**STATELINE, DOUGLAS COUNTY, NEVADA**



**MONTBLEU RESORT**  
**SEPTEMBER 10-13, 2013**  
***DETAILS TO FOLLOW...***

Nevada Association of  
Counties  
Contact: Elyse Monroy  
Office Manager  
775-883-7863  
emonroy@nvnaco.org

Nevada League of Cities  
& Municipalities  
Contact: Jo Walker  
Executive Assistant  
775-882-2121  
nvleague@nvleague.org

**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:** June 4, 2013

**Time Requested:** none

5. **Agenda:** ☒ Consent

☐ Administrative

6. **Background Information:**

Residential Accounts	1699
Commercial Accounts	214
Green Waste Accounts	1136
Cleanup Dumpsters	7
X-cans	649
# of new residential accounts	1 new owner & 10 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	41
Total tons of trash	302.9
Total tons of Greenwaste	51.6

7. **Other Agency Review of Action:**

8. **Board Action:**

☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **Title:** Approve May 2013 claims
2. **Recommended Motion:** Approve claims as submitted

**Funds Available:** ☒ Yes    ☐ N/A

3. **Department:** Administration

**Prepared by:** Carol Louthan

4. **Meeting Date:** June 4, 2013      **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



# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Account 102.000 - Petty Cash										
2549 - Dallaire Tom-Petty Cash	4-13 WINE WALK	PETTY CASH	Paid by Check # 605385		04/23/2013	05/03/2013	05/03/2013		05/03/2013	500.00
Department 000 - Revenue										
Account 362.100 - Rent/Lease Income										
1821 - FEAT of the Carson Valley	HERITAGE 4/13	REFUND	Paid by Check # 605654		05/02/2013	05/10/2013	05/10/2013		05/10/2013	275.00
Department 921 - Gardnerville Admin										
Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	5/13 BOARD	G'VILLE	Paid by Check # 605681		05/02/2013	05/10/2013	05/10/2013		05/10/2013	220.00
28960 - Miller Kenneth	5/13 BOARD	G'VILLE	Paid by Check # 605711		05/02/2013	05/10/2013	05/10/2013		05/10/2013	250.00
18629 - Philips Michael	5-13 BOARD	G'VILLE	Paid by Check # 605747		05/02/2013	05/10/2013	05/10/2013		05/10/2013	220.00
2969 - Slater Linda	5-13 BOARD	G'VILLE	Paid by Check # 605777		05/02/2013	05/10/2013	05/10/2013		05/10/2013	237.50
Account 511.201 - PEBS-Ret.Medical										
20219 - NV ST Public Employees	5-13 PREMIUMS	731	Paid by Check # 606363		05/16/2013	05/24/2013	05/24/2013		05/24/2013	19.05
Account 520.055 - Telephone Expense										
29103 - Frontier	782-7134 4/13	77578271340502795	Paid by Check # 605422		04/16/2013	05/03/2013	05/03/2013		05/03/2013	96.24
29103 - Frontier	782-3856 4/13	77578238560808025	Paid by Check # 605422		04/16/2013	05/03/2013	05/03/2013		05/03/2013	44.09
5061 - Sprint/Nextel	268465621-105	268465621	Paid by Check # 605540		04/18/2013	05/03/2013	05/03/2013		05/03/2013	83.49
13097 - Verizon Wireless	9704175019	842011146-00001	Paid by Check # 606441		05/01/2013	05/24/2013	05/24/2013		05/24/2013	333.07
Account 520.060 - Postage/Po Box Rent										
25294 - F P Mailing Solutions	RT101502354	600003046	Paid by Check # 605404		04/05/2013	05/03/2013	05/03/2013		05/03/2013	44.92
Account 520.060 - Postage/Po Box Rent										

32



# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 520.084 - Replacement & Repair										
397 - Bing Materials	133276	GARDN	Paid by Check # 605351		04/22/2013	05/03/2013	05/03/2013		05/03/2013	92.75
2549 - Dallaire Tom-Petty Cash	4-13 GVILLE	PETTY CASH	Paid by Check # 605385		04/23/2013	05/03/2013	05/03/2013		05/03/2013	8.00
3472 - Whipple Electric&Security Inc	144	19	Paid by Check # 605572		04/12/2013	05/03/2013	05/03/2013		05/03/2013	37.50
726 - Central Systems Electric Inc	145817	TOWNGA	Paid by Check # 605627		04/30/2013	05/10/2013	05/10/2013		05/10/2013	53.56
2121 - Meeks Lumber	743464	06G1570	Paid by Check # 605981		04/29/2013	05/17/2013	05/17/2013		05/17/2013	10.45
Account 520.089 - Power								Invoice Transactions 5		\$202.26
2924 - NV Energy	791804 4-13	791804	Paid by Check # 605729		04/25/2013	05/10/2013	05/10/2013		05/10/2013	165.65
Account 520.090 - Water								Invoice Transactions 1		\$165.65
1429 - Gardnerville Water Company	640.01 4/13	640.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	22.33
1429 - Gardnerville Water Company	690.01 4/13	690.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	39.42
Account 520.092 - Heating								Invoice Transactions 2		\$61.75
3021 - Southwest Gas-Las Vegas	0015779022 4-13	2410015779022	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	30.64
3021 - Southwest Gas-Las Vegas	1072224004 4-13	2411072224004	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	52.32
3021 - Southwest Gas-Las Vegas	1188600002 4-13	2411188600002	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	17.83
Account 520.098 - Janitorial Services								Invoice Transactions 3		\$100.79
27347 - A+ Janitorial Service	TOG0313	GVILLE	Paid by Check # 605581		04/29/2013	05/10/2013	05/10/2013		05/10/2013	127.50
27347 - A+ Janitorial Service	TOG0413	GVILLE	Paid by Check # 605581		04/29/2013	05/10/2013	05/10/2013		05/10/2013	85.00
Account 520.136 - Rents & Leases Equipment								Invoice Transactions 2		\$212.50
3519 - Xerox Corporation	067841963	716307012	Paid by Check # 606136		05/01/2013	05/17/2013	05/17/2013		05/17/2013	224.55
Account 520.136 - Rents & Leases Equipment								Invoice Transactions 1		\$224.55



# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 520.187 - Internet Expense										
15887 - Charter Communications	0012509 5/13	8354110060012509	Paid by Check # 606210		05/02/2013	05/24/2013	05/24/2013		05/24/2013	36.00
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$36.00
10816 - Rowe Hales & Yturbe LLP	22319	G'VILLE	Paid by Check # 605519		04/19/2013	05/03/2013	05/03/2013		05/03/2013	2,362.16
				Account 521.130 - Legal Services Totals				Invoice Transactions 1		\$2,362.16
12997 - Do Co Procurement Program	4-13 DALLAIRE	MINDEN	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	21.00
12997 - Do Co Procurement Program	4-13 LOUTHAN	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	46.85
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$67.85
12997 - Do Co Procurement Program	4-13 DALLAIRE	MINDEN	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	550.00
				Account 533.806 - Software Totals				Invoice Transactions 1		\$550.00
12997 - Do Co Procurement Program	4-13	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	53.55
4337 - NV ST Dept of Public Safety	LOCHRIDGE 28977 G'VILLE	880005	Paid by Check # 606358		05/01/2013	05/24/2013	05/24/2013		05/24/2013	37.50
				Account 550.001 - Miscellaneous Expenses Totals				Invoice Transactions 2		\$91.05
				Department 921 - Gardnerville Admin Totals				Invoice Transactions 31		\$5,622.92
Department 923 - Parks & Recreation										
Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	30963W	G'VILLE	Paid by Check # 606247		05/06/2013	05/24/2013	05/24/2013		05/24/2013	41.19
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 1		\$41.19

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.084 - Replacement & Repair										
11985 - Ace Hardware	080782/1	1236	Paid by Check # 605322		03/01/2013	05/03/2013	05/02/2013		05/03/2013	27.98
11985 - Ace Hardware	080849/1	1236	Paid by Check # 605322		03/05/2013	05/03/2013	05/02/2013		05/03/2013	9.90
11985 - Ace Hardware	080953/1	1236	Paid by Check # 605322		03/08/2013	05/03/2013	05/02/2013		05/03/2013	11.93
11985 - Ace Hardware	080999/1	1236	Paid by Check # 605322		03/11/2013	05/03/2013	05/02/2013		05/03/2013	5.58
11985 - Ace Hardware	081099/1	1236	Paid by Check # 605322		03/15/2013	05/03/2013	05/02/2013		05/03/2013	.99
11985 - Ace Hardware	081329/1	1236	Paid by Check # 605322		03/25/2013	05/03/2013	05/02/2013		05/03/2013	17.48
11985 - Ace Hardware	081358/1	1236	Paid by Check # 605322		03/26/2013	05/03/2013	05/02/2013		05/03/2013	142.08
2297 - ASJ Small Engines Inc	14042	G'VILLE	Paid by Check # 605335		04/29/2013	05/03/2013	05/03/2013		05/03/2013	79.98
1268 - Ewing Irrigation Products	6162271	30447	Paid by Check # 605403		04/12/2013	05/03/2013	05/03/2013		05/03/2013	98.49
18821 - Fastenal Industrial/Cons Suppl	NVMIN33362	NVMIN0011	Paid by Check # 605405		03/05/2013	05/03/2013	05/03/2013		05/03/2013	6.88
13485 - Ahern Rentals Inc	12018608-1	205304	Paid by Check # 605591		04/24/2013	05/10/2013	05/10/2013		05/10/2013	31.99
13485 - Ahern Rentals Inc	12021641-1	205304	Paid by Check # 605591		05/01/2013	05/10/2013	05/10/2013		05/10/2013	82.44
2121 - Meeks Lumber	739042	06G1570	Paid by Check # 605981		04/05/2013	05/17/2013	05/17/2013		05/17/2013	34.17
2121 - Meeks Lumber	739687	06G1570	Paid by Check # 605981		04/09/2013	05/17/2013	05/17/2013		05/17/2013	24.68
2121 - Meeks Lumber	1515379	06G1570	Paid by Check # 605981		04/12/2013	05/17/2013	05/17/2013		05/17/2013	(13.77)
11985 - Ace Hardware	081717/1	1236	Paid by Check # 606144		04/09/2013	05/24/2013	05/24/2013		05/24/2013	96.97
11985 - Ace Hardware	081804/1	1236	Paid by Check # 606144		04/12/2013	05/24/2013	05/24/2013		05/24/2013	23.99
Account 520.089 - Power			Account 520.084 - Replacement & Repair Totals				Invoice Transactions 17			\$681.76
2924 - NV Energy	791804 4-13	791804	Paid by Check # 605729		04/25/2013	05/10/2013	05/10/2013		05/10/2013	460.18
			Account 520.089 - Power Totals				Invoice Transactions 1			\$460.18

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.090 - Water										
1429 - Gardnerville Water Company	1302.01 4/13	1302.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	498.32
1429 - Gardnerville Water Company	1321.01 4/13	1321.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	68.00
1429 - Gardnerville Water Company	1340.01 4/13	1340.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	60.25
1429 - Gardnerville Water Company	1348.01 4/13	1348.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	638.91
1429 - Gardnerville Water Company	1373.01 4/13	1373.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	80.76
1429 - Gardnerville Water Company	1745.01 4/13	1745.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	124.35
1429 - Gardnerville Water Company	2139.01 4/13	2139.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	75.41
1429 - Gardnerville Water Company	2140.01 4/13	2140.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	44.00
1429 - Gardnerville Water Company	2226.01 4/13	2226.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	198.81
1429 - Gardnerville Water Company	2297.01 4/13	2297.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	407.59
1429 - Gardnerville Water Company	2431.01 4/13	2431.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	108.50
1429 - Gardnerville Water Company	2593.01 4/13	2593.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	120.89
1429 - Gardnerville Water Company	2624.01 4/13	2624.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	107.99
					Account 520.090 - Water Totals			Invoice Transactions 13		\$2,533.78
3814 - Flyers Energy LLC	CFS0652093	8308	Paid by Check # 606263		04/30/2013	05/24/2013	05/24/2013		05/24/2013	200.29
					Account 532.003 - Gas & Oil Totals			Invoice Transactions 1		\$200.29
22021 - Silver State Vehicle & Trailer	4515	G'VILLE	Paid by Check # 605536		04/24/2013	05/03/2013	05/03/2013		05/03/2013	1,163.62
					Account 533.802 - Small Equipment Totals			Invoice Transactions 1		\$1,163.62

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## Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 533.817 - Small Projects										
2485 - PDM Steel Service Centers Inc	146849-01	78-805218	Paid by Check # 605508		04/12/2013	05/03/2013	05/03/2013		05/03/2013	201.03
9081 - Genoa Trees & Landscape Inc	3477	G'VILLE	Paid by Check # 605669		04/29/2013	05/10/2013	05/10/2013		05/10/2013	235.00
21670 - Baldauskas Charles W	5/18/13 concert	G'VILLE	Paid by Check # 605845		04/10/2013	05/17/2013	05/17/2013		05/17/2013	400.00
26749 - ProPet Distributors Inc	94205	G'VILLE	Paid by Check # 606382		05/01/2013	05/24/2013	05/24/2013		05/24/2013	3,479.09
				Account 533.817 - Small Projects Totals				Invoice Transactions 4		\$4,315.12
Department 926 - Other Public Works				Department 923 - Parks & Recreation Totals				Invoice Transactions 38		\$9,395.94
Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	30963W	G'VILLE	Paid by Check # 606247		05/06/2013	05/24/2013	05/24/2013		05/24/2013	41.19
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 1		\$41.19
Account 520.084 - Replacement & Repair										
11985 - Ace Hardware	080849/1	1236	Paid by Check # 605322		03/05/2013	05/03/2013	05/02/2013		05/03/2013	9.90
11985 - Ace Hardware	080953/1	1236	Paid by Check # 605322		03/08/2013	05/03/2013	05/02/2013		05/03/2013	17.89
18821 - Fastenal Industrial/Cons Suppl	NVMIN33362	NVMIN0011	Paid by Check # 605405		03/05/2013	05/03/2013	05/03/2013		05/03/2013	10.32
13485 - Ahern Rentals Inc	12018608-1	205304	Paid by Check # 605591		04/24/2013	05/10/2013	05/10/2013		05/10/2013	31.99
5785 - AlSCO Inc	LREN804763	000330	Paid by Check # 605595		04/16/2013	05/10/2013	05/10/2013		05/10/2013	7.50
11985 - Ace Hardware	081717/1	1236	Paid by Check # 606144		04/09/2013	05/24/2013	05/24/2013		05/24/2013	15.48
11985 - Ace Hardware	082191/1	1236	Paid by Check # 606144		04/29/2013	05/24/2013	05/24/2013		05/24/2013	17.97
11985 - Ace Hardware	082230/1	1236	Paid by Check # 606144		04/30/2013	05/24/2013	05/24/2013		05/24/2013	23.96
11985 - Ace Hardware	082240/1	1236	Paid by Check # 606144		04/30/2013	05/24/2013	05/24/2013		05/24/2013	11.46
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 9		\$146.47
Account 520.095 - Street Lights										
18821 - Fastenal Industrial/Cons Suppl	NVMIN33509	NVMIN0011	Paid by Check # 605405		03/29/2013	05/03/2013	05/03/2013		05/03/2013	67.56
2924 - NV Energy	791804 4-13	791804	Paid by Check # 605729		04/25/2013	05/10/2013	05/10/2013		05/10/2013	5,748.39
				Account 520.095 - Street Lights Totals				Invoice Transactions 2		\$5,815.95



# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
Department 926 - Other Public Works										
Account 520.103 - Maint Road										
726 - Central Systems Electric Inc	145773	TOWNGA	Paid by Check # 605627		04/25/2013	05/10/2013	05/10/2013		05/10/2013	56.85
8692 - Silver State Barricade Inc	67445	G'VILLE	Paid by Check # 605772		04/15/2013	05/10/2013	05/10/2013		05/10/2013	3,470.48
23092 - Brandon Industries Inc	99170	GNVGARDNERVI	Paid by Check # 606186		05/03/2013	05/24/2013	05/24/2013		05/24/2013	3,438.00
8692 - Silver State Barricade Inc	67872	G'VILLE	Paid by Check # 606414		05/08/2013	05/24/2013	05/24/2013		05/24/2013	76.98
Account 520.103 - Maint Road Totals Invoice Transactions 4										
3814 - Flyers Energy LLC	CFS0645468	8308	Paid by Check # 605413		04/15/2013	05/03/2013	05/03/2013		05/03/2013	332.11
3814 - Flyers Energy LLC	CFS0652093	8308	Paid by Check # 606263		04/30/2013	05/24/2013	05/24/2013		05/24/2013	352.66
Account 532.003 - Gas & Oil Totals Invoice Transactions 2										
12997 - Do Co Procurement Program	4-13 DALLAIRE	MINDEN	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	426.61
15836 - Summit Plumbing LLC	42387	G'VILLE	Paid by Check # 606421		04/08/2013	05/24/2013	05/24/2013		05/24/2013	9,266.65
Account 532.019 - Storm Drain Maintenance Totals Invoice Transactions 2										
26819 - Martin Jody	4-13 PANTS	REIMBURSE	Paid by Check # 605473		04/21/2013	05/03/2013	05/03/2013		05/03/2013	14.91
5785 - Alisco Inc	LREN800364	000330	Paid by Check # 605595		04/02/2013	05/10/2013	05/10/2013		05/10/2013	4.35
5785 - Alisco Inc	LREN802606	000330	Paid by Check # 605595		04/09/2013	05/10/2013	05/10/2013		05/10/2013	4.34
5785 - Alisco Inc	LREN804763	000330	Paid by Check # 605595		04/16/2013	05/10/2013	05/10/2013		05/10/2013	4.35
5785 - Alisco Inc	LREN806891	000330	Paid by Check # 605595		04/23/2013	05/10/2013	05/10/2013		05/10/2013	4.34
5785 - Alisco Inc	LREN809006	000330	Paid by Check # 605595		04/30/2013	05/10/2013	05/10/2013		05/10/2013	4.35
16322 - Plut Michael R	5-13 PANTS	G'VILLE	Paid by Check # 606379		12/15/2012	05/24/2013	05/24/2013		05/24/2013	23.16
16322 - Plut Michael R	5-13 BOOTS	G'VILLE	Paid by Check # 606379		12/15/2012	05/24/2013	05/24/2013		05/24/2013	12.38
4287 - Red Wing Shoe Store	660000003479	G'VILLE	Paid by Check # 606387		05/03/2013	05/24/2013	05/24/2013		05/24/2013	81.00
4287 - Red Wing Shoe Store	660000003486	G'VILLE	Paid by Check # 606387		05/11/2013	05/24/2013	05/24/2013		05/24/2013	19.00
Account 532.028 - Uniforms Totals Invoice Transactions 10										
										\$172.18

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 926 - Other Public Works										
Account 532.116 - Crack Seal Maintenance										
5352 - Construction Sealants & Supply	484887	GARDNT	Paid by Check # 606226	05/08/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	4,968.66
3953 - Eastern Sierra Feed	520060	19530	Paid by Check # 606252	04/17/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	78.10
3953 - Eastern Sierra Feed	520557	19530	Paid by Check # 606252	04/23/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	66.38
3953 - Eastern Sierra Feed	521190	19530	Paid by Check # 606252	04/30/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	82.72
Account 533.802 - Small Equipment			Account 532.116 - Crack Seal Maintenance Totals					Invoice Transactions 4		\$5,195.86
22021 - Silver State Vehicle & Trailer	4515	G'VILLE	Paid by Check # 605536	04/24/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	1,163.63
Account 533.802 - Small Equipment Totals			Account 533.802 - Small Equipment Totals					Invoice Transactions 1		\$1,163.63
Fund 611 - Gardnerville Health & San			Department 926 - Other Public Works Totals					Invoice Transactions 35		\$29,955.62
Account 115.000 - Accounts Receivable			Fund 610 - Gardnerville Town Totals					Invoice Transactions 106		\$45,749.48
12807 - Conrow Laura	102341	G'VILLE	Paid by Check # 606225	05/15/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	92.24
Account 115.000 - Accounts Receivable Totals			Account 115.000 - Accounts Receivable Totals					Invoice Transactions 1		\$92.24
Department 925 - Health & Sanitation										
Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	5/13 BOARD	G'VILLE	Paid by Check # 605681	05/02/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	220.00
28960 - Miller Kenneth	5/13 BOARD	G'VILLE	Paid by Check # 605711	05/02/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	250.00
18629 - Philips Michael	5-13 BOARD	G'VILLE	Paid by Check # 605747	05/02/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	220.00
2969 - Slater Linda	5-13 BOARD	G'VILLE	Paid by Check # 605777	05/02/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	237.50
Account 510.150 - Board Compensation Totals			Account 510.150 - Board Compensation Totals					Invoice Transactions 4		\$927.50
Account 520.055 - Telephone Expense										
29103 - Frontier	782-7134 4/13	77578271340502795	Paid by Check # 605422	04/16/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	96.25
29103 - Frontier	782-3856 4/13	77578238560808025	Paid by Check # 605422	04/16/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	44.09
5061 - Sprint/Nextel	268465621-105	268465621	Paid by Check # 605540	04/18/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	83.50
13097 - Verizon Wireless	9704175019	842011146-00001	Paid by Check # 606441	05/01/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	333.07
Account 520.055 - Telephone Expense Totals			Account 520.055 - Telephone Expense Totals					Invoice Transactions 4		\$556.91

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
Account 520.060 - Postage/Po Box Rent										
25294 - F P Mailing Solutions	RI101502354	600003046	Paid by Check # 605404		04/05/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	44.93
Account 520.060 - Postage/Po Box Rent Totals										\$44.93
Account 520.084 - Replacement & Repair										
11985 - Ace Hardware	080776/1	1236	Paid by Check # 605322		03/01/2013	05/03/2013	05/02/2013	05/03/2013	05/03/2013	8.50
11985 - Ace Hardware	080953/1	1236	Paid by Check # 605322		03/08/2013	05/03/2013	05/02/2013	05/03/2013	05/03/2013	17.88
11985 - Ace Hardware	080997/1	1236	Paid by Check # 605322		03/11/2013	05/03/2013	05/02/2013	05/03/2013	05/03/2013	18.44
397 - Bing Materials	133276	GARDN	Paid by Check # 605351		04/22/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	92.75
18821 - Fastenal Industrial/Cons Suppl	NVMIN33362	NVMIN0011	Paid by Check # 605405		03/05/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	10.33
18821 - Fastenal Industrial/Cons Suppl	NVMIN34176	NVMIN0011	Paid by Check # 605405		04/12/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	5.10
3814 - Flyers Energy LLC	13-836451	8308	Paid by Check # 605413		04/11/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	673.75
3472 - Whipple Electric&Security Inc	144	19	Paid by Check # 605572		04/12/2013	05/03/2013	05/03/2013	05/03/2013	05/03/2013	37.50
5785 - AlSCO Inc	LEN804763	000330	Paid by Check # 605595		04/16/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	7.50
726 - Central Systems Electric Inc	145817	TOWNGA	Paid by Check # 605627		04/30/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	53.56
2121 - Meeks Lumber	743464	06G1570	Paid by Check # 605981		04/29/2013	05/17/2013	05/17/2013	05/17/2013	05/17/2013	10.44
8043 - Mark Smith Tire Center Inc	71700028418	A17-14675	Paid by Check # 606320		04/11/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	431.92
8043 - Mark Smith Tire Center Inc	71700030393	A17-14675	Paid by Check # 606320		04/29/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	90.00
24693 - NC Auto Parts	31070162	79090	Paid by Check # 606347		04/16/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	76.12
2510 - Parts House	494690	4170	Paid by Check # 606370		04/04/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	129.54
2510 - Parts House	496109	4170	Paid by Check # 606370		04/15/2013	05/24/2013	05/24/2013	05/24/2013	05/24/2013	100.75
Account 520.084 - Replacement & Repair Totals										\$1,764.08
Account 520.089 - Power										
2924 - NV Energy	791804 4-13	791804	Paid by Check # 605729		04/25/2013	05/10/2013	05/10/2013	05/10/2013	05/10/2013	269.28
Account 520.089 - Power Totals										\$269.28
Account 520.089 - Power Transactions 1										\$269.28

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.090 - Water										
1429 - Gardnerville Water Company	640.01 4/13	640.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	22.32
1429 - Gardnerville Water Company	690.01 4/13	690.01	Paid by Check # 605923		05/03/2013	05/17/2013	05/17/2013		05/17/2013	39.42
				Account 520.090 - Water Totals				Invoice Transactions 2		\$61.74
3021 - Southwest Gas-Las Vegas	0015779022 4-13	2410015779022	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	30.65
3021 - Southwest Gas-Las Vegas	1072224004 4-13	2411072224004	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	52.32
3021 - Southwest Gas-Las Vegas	1188600002 4-13	2411188600002	Paid by Check # 605538		04/17/2013	05/03/2013	05/03/2013		05/03/2013	53.49
				Account 520.092 - Heating Totals				Invoice Transactions 3		\$136.46
27347 - A+ Janitorial Services	TOG0313	G'VILLE	Paid by Check # 605581		04/29/2013	05/10/2013	05/10/2013		05/10/2013	127.50
27347 - A+ Janitorial Service	TOG0413	G'VILLE	Paid by Check # 605581		04/29/2013	05/10/2013	05/10/2013		05/10/2013	85.00
				Account 520.098 - Janitorial Services Totals				Invoice Transactions 2		\$212.50
4268 - Do Co Vehicle Maintenance	4@13 TRANSFER	MOTOR POOL	Paid by Check # 605901		05/03/2013	05/17/2013	05/17/2013		05/17/2013	90.00
				Account 520.116 - Veh. Maint-Co Shop Totals				Invoice Transactions 1		\$90.00
3519 - Xerox Corporation	067841963	716307012	Paid by Check # 606136		05/01/2013	05/17/2013	05/17/2013		05/17/2013	224.55
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 1		\$224.55
15887 - Charter Communications	0012509 5/13	8354110060012509	Paid by Check # 606210		05/02/2013	05/24/2013	05/24/2013		05/24/2013	35.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$35.99
15853 - Carson City Landfill	10026504	228079	Paid by Check # 605863		04/01/2013	05/17/2013	05/17/2013		05/17/2013	585.80
15853 - Carson City Landfill	10026811	228079	Paid by Check # 605863		04/02/2013	05/17/2013	05/17/2013		05/17/2013	419.34
15853 - Carson City Landfill	10027107	228079	Paid by Check # 605863		04/03/2013	05/17/2013	05/17/2013		05/17/2013	434.42
15853 - Carson City Landfill	10027112	228079	Paid by Check # 605863		04/03/2013	05/17/2013	05/17/2013		05/17/2013	352.06
15853 - Carson City Landfill	10027162	228079	Paid by Check # 605863		04/03/2013	05/17/2013	05/17/2013		05/17/2013	376.42

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10027379	228079	Paid by Check # 605863		04/04/2013	05/17/2013	05/17/2013		05/17/2013	341.62
15853 - Carson City Landfill	10027386	228079	Paid by Check # 605863		04/04/2013	05/17/2013	05/17/2013		05/17/2013	487.78
15853 - Carson City Landfill	10027415	228079	Paid by Check # 605863		04/04/2013	05/17/2013	05/17/2013		05/17/2013	397.30
15853 - Carson City Landfill	10027650	228079	Paid by Check # 605863		04/05/2013	05/17/2013	05/17/2013		05/17/2013	426.88
15853 - Carson City Landfill	10027651	228079	Paid by Check # 605863		04/05/2013	05/17/2013	05/17/2013		05/17/2013	375.84
15853 - Carson City Landfill	10028278	228079	Paid by Check # 605863		04/08/2013	05/17/2013	05/17/2013		05/17/2013	520.26
15853 - Carson City Landfill	10028495	228079	Paid by Check # 605863		04/09/2013	05/17/2013	05/17/2013		05/17/2013	350.32
15853 - Carson City Landfill	10028742	228079	Paid by Check # 605863		04/10/2013	05/17/2013	05/17/2013		05/17/2013	444.28
15853 - Carson City Landfill	10028746	228079	Paid by Check # 605863		04/10/2013	05/17/2013	05/17/2013		05/17/2013	401.36
15853 - Carson City Landfill	10028770	228079	Paid by Check # 605863		04/10/2013	05/17/2013	05/17/2013		05/17/2013	327.70
15853 - Carson City Landfill	10023534 CR	228079	Paid by Check # 605863		04/11/2013	05/17/2013	05/17/2013		05/17/2013	(381.06)
15853 - Carson City Landfill	10029041	228079	Paid by Check # 605863		04/11/2013	05/17/2013	05/17/2013		05/17/2013	441.96
15853 - Carson City Landfill	10029072	228079	Paid by Check # 605863		04/11/2013	05/17/2013	05/17/2013		05/17/2013	423.98
15853 - Carson City Landfill	10029076	228079	Paid by Check # 605863		04/11/2013	05/17/2013	05/17/2013		05/17/2013	328.86
15853 - Carson City Landfill	10029329	228079	Paid by Check # 605863		04/12/2013	05/17/2013	05/17/2013		05/17/2013	404.26
15853 - Carson City Landfill	10029350	228079	Paid by Check # 605863		04/12/2013	05/17/2013	05/17/2013		05/17/2013	402.52
15853 - Carson City Landfill	10030343	228079	Paid by Check # 605863		04/16/2013	05/17/2013	05/17/2013		05/17/2013	494.16
15853 - Carson City Landfill	10030494	228079	Paid by Check # 605863		04/17/2013	05/17/2013	05/17/2013		05/17/2013	452.98
15853 - Carson City Landfill	10030498	228079	Paid by Check # 605863		04/17/2013	05/17/2013	05/17/2013		05/17/2013	383.96
15853 - Carson City Landfill	10030521	228079	Paid by Check # 605863		04/17/2013	05/17/2013	05/17/2013		05/17/2013	364.82
15853 - Carson City Landfill	10030786	228079	Paid by Check # 605863		04/18/2013	05/17/2013	05/17/2013		05/17/2013	408.90
15853 - Carson City Landfill	10030791	228079	Paid by Check # 605863		04/18/2013	05/17/2013	05/17/2013		05/17/2013	371.78

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10030842	228079	Paid by Check # 605863		04/18/2013	05/17/2013	05/17/2013		05/17/2013	455.30
15853 - Carson City Landfill	10031094	228079	Paid by Check # 605863		04/19/2013	05/17/2013	05/17/2013		05/17/2013	432.68
15853 - Carson City Landfill	10031100	228079	Paid by Check # 605863		04/19/2013	05/17/2013	05/17/2013		05/17/2013	353.80
15853 - Carson City Landfill	10031915	228079	Paid by Check # 605863		04/22/2013	05/17/2013	05/17/2013		05/17/2013	588.70
15853 - Carson City Landfill	10032285	228079	Paid by Check # 605863		04/23/2013	05/17/2013	05/17/2013		05/17/2013	420.50
15853 - Carson City Landfill	10032582	228079	Paid by Check # 605863		04/24/2013	05/17/2013	05/17/2013		05/17/2013	505.76
15853 - Carson City Landfill	10032585	228079	Paid by Check # 605863		04/24/2013	05/17/2013	05/17/2013		05/17/2013	430.94
15853 - Carson City Landfill	10032603	228079	Paid by Check # 605863		04/24/2013	05/17/2013	05/17/2013		05/17/2013	364.24
15853 - Carson City Landfill	10032866	228079	Paid by Check # 605863		04/25/2013	05/17/2013	05/17/2013		05/17/2013	440.22
15853 - Carson City Landfill	10032885	228079	Paid by Check # 605863		04/25/2013	05/17/2013	05/17/2013		05/17/2013	411.22
15853 - Carson City Landfill	10032935	228079	Paid by Check # 605863		04/25/2013	05/17/2013	05/17/2013		05/17/2013	457.04
15853 - Carson City Landfill	10033931	228079	Paid by Check # 605863		04/29/2013	05/17/2013	05/17/2013		05/17/2013	585.22
15853 - Carson City Landfill	10034292	228079	Paid by Check # 605863		04/30/2013	05/17/2013	05/17/2013		05/17/2013	476.76
9016 - Douglas Disposal Inc	40990612 4/13	40990612	Paid by Check # 606249		05/01/2013	05/24/2013	05/24/2013		05/24/2013	1,581.92
Account 521.130 - Legal Services					Account 520.197 - Landfill Expense Totals		Invoice Transactions 41			\$17,842.80
10816 - Rowe Hales & Yturbide LLP	22319	G'VILLE	Paid by Check # 605519		04/19/2013	05/03/2013	05/03/2013		05/03/2013	45.00
Account 521.135 - Legal-Collection Cost					Account 521.130 - Legal Services Totals		Invoice Transactions 1			\$45.00
12997 - Do Co Procurement Program	4-13 LOUTHAN	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	74.00
Account 532.003 - Gas & Oil					Account 521.135 - Legal-Collection Cost Totals		Invoice Transactions 1			\$74.00
3814 - Flyers Energy LLC	CF50645468	8308	Paid by Check # 605413		04/15/2013	05/03/2013	05/03/2013		05/03/2013	1,295.13
3814 - Flyers Energy LLC	CF50652093	8308	Paid by Check # 606263		04/30/2013	05/24/2013	05/24/2013		05/24/2013	1,447.32
Account 532.003 - Gas & Oil Totals					Account 532.003 - Gas & Oil Totals		Invoice Transactions 2			\$2,742.45

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 611 - Gardnerville Health &amp; San</b>										
Department 925 - Health & Sanitation										
Account 532.028 - Uniforms										
26819 - Martin Jody	4-13 PANTS	REIMBURSE	Paid by Check # 605473		04/21/2013	05/03/2013	05/03/2013		05/03/2013	14.91
5785 - AlSCO Inc	LREN800364	000330	Paid by Check # 605595		04/02/2013	05/10/2013	05/10/2013		05/10/2013	4.34
5785 - AlSCO Inc	LREN802606	000330	Paid by Check # 605595		04/09/2013	05/10/2013	05/10/2013		05/10/2013	4.35
5785 - AlSCO Inc	LREN804763	000330	Paid by Check # 605595		04/16/2013	05/10/2013	05/10/2013		05/10/2013	4.34
5785 - AlSCO Inc	LREN806891	000330	Paid by Check # 605595		04/23/2013	05/10/2013	05/10/2013		05/10/2013	4.35
5785 - AlSCO Inc	LREN809006	000330	Paid by Check # 605595		04/30/2013	05/10/2013	05/10/2013		05/10/2013	4.34
16322 - Plut Michael R	5-13 PANTS	G'VILLE	Paid by Check # 606379		12/15/2012	05/24/2013	05/24/2013		05/24/2013	23.16
16322 - Plut Michael R	5-13 BOOTS	G'VILLE	Paid by Check # 606379		12/15/2012	05/24/2013	05/24/2013		05/24/2013	12.38
4287 - Red Wing Shoe Store	660000003479	G'VILLE	Paid by Check # 606387		05/03/2013	05/24/2013	05/24/2013		05/24/2013	80.99
4287 - Red Wing Shoe Store	660000003486	G'VILLE	Paid by Check # 606387		05/11/2013	05/24/2013	05/24/2013		05/24/2013	19.01
Account 532.028 - Uniforms Totals Invoice Transactions 10										\$172.17
Account 533.800 - Office Supplies										
12997 - Do Co Procurement Program	4-13 DALLAIRE	MINDEN	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	20.99
12997 - Do Co Procurement Program	4-13 LOUTHAN	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	40.04
Account 533.800 - Office Supplies Totals Invoice Transactions 2										\$61.03
Department 925 - Health & Sanitation Totals Invoice Transactions 93										\$25,261.39
Fund 611 - Gardnerville Health & San Totals Invoice Transactions 94										\$25,353.63
<b>Fund 811 - Gardnerville Main Street</b>										
Account 155.000 - Prepaid Expense										
29213 - ACE USA	2013115000000	N04841852	Paid by Check # 605588		04/25/2013	05/10/2013	05/10/2013		05/10/2013	199.00
Account 155.000 - Prepaid Expense Totals Invoice Transactions 1										\$199.00
<b>Department 960 - Gardnerville Main Street</b>										
Account 520.055 - Telephone Expense										
5061 - Sprint/Nextel	268465621-105	268465621	Paid by Check # 605540		04/18/2013	05/03/2013	05/03/2013		05/03/2013	2.49
13097 - Verizon Wireless	9704175019	842011146-00001	Paid by Check # 606441		05/01/2013	05/24/2013	05/24/2013		05/24/2013	184.58
Account 520.055 - Telephone Expense Totals Invoice Transactions 2										\$187.07

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 811 - Gardnerville Main Street Department 960 - Gardnerville Main Street Account 520.064 - Travel										
2135 - Caldara Dorette	4/13-17/13	TRAVEL	Paid by Check # 605361		04/17/2013	05/03/2013	05/03/2013		05/03/2013	326.64
12997 - Do Co Procurement Program	4-13 LOCHRIDGE	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	2,963.36
				Account 520.064 - Travel Totals				Invoice Transactions 2		\$3,290.00
12997 - Do Co Procurement Program	4-13 LOCHRIDGE	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	200.00
				Account 520.072 - Advertising Totals				Invoice Transactions 1		\$200.00
12997 - Do Co Procurement Program	4-13 LOCHRIDGE	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	(35.00)
				Account 520.200 - Training & Education Totals				Invoice Transactions 1		(\$35.00)
16648 - E Squared C	40145	G'VILLE	Paid by Check # 605398		04/15/2013	05/03/2013	05/03/2013		05/03/2013	641.25
				Account 521.100 - Professional Services Totals				Invoice Transactions 1		\$641.25
11558 - Costco-Comptroller	7237 4/13..	7003731100017237	Paid by Check # 605636		04/26/2013	05/10/2013	05/10/2013		05/10/2013	10.59
12997 - Do Co Procurement Program	4-13 LOCHRIDGE	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	53.55
				Account 550.001 - Miscellaneous Expenses Totals				Invoice Transactions 2		\$64.14
10427 - Chef Federic.com	442013	G'VILLE	Paid by Check # 605375		04/10/2013	05/03/2013	05/03/2013		05/03/2013	780.00
10426 - Cle Hospitality	4-4-13 G'VILLE	G'VILLE	Paid by Check # 605378		04/05/2013	05/03/2013	05/03/2013		05/03/2013	402.72
11553 - Pallo Deborah	5-13 G'VILLE	REIMBURSEMENT	Paid by Check # 605743		04/03/2013	05/10/2013	05/10/2013		05/10/2013	59.96
12997 - Do Co Procurement Program	4-13 LOCHRIDGE	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	55.06
				Account 550.235 - Organization Committee Totals				Invoice Transactions 4		\$1,297.74

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# Accounts Payable by G/L Distribution Report

Payment Date Range 05/01/13 - 05/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 811 - Gardnerville Main Street</b>										
Department 960 - Gardnerville Main Street										
Account 550.236 - Design Committee										
27147 - Impact Construction	453	G'VILLE	Paid by Check # 605447		04/24/2013	05/03/2013	05/03/2013		05/03/2013	500.00
13485 - Ahern Rentals Inc	12014562-1	205304	Paid by Check # 605591		04/24/2013	05/10/2013	05/10/2013		05/10/2013	321.66
13485 - Ahern Rentals Inc	12024362-1	205304	Paid by Check # 605591		04/26/2013	05/10/2013	05/10/2013		05/10/2013	7.29
11558 - Costco-Comptroller	7237 4/13..	7003731100017237	Paid by Check # 605636		04/26/2013	05/10/2013	05/10/2013		05/10/2013	353.77
2121 - Meeks Lumber	742946	06G1570	Paid by Check # 605981		04/26/2013	05/17/2013	05/17/2013		05/17/2013	63.89
2121 - Meeks Lumber	742947	06G1570	Paid by Check # 605981		04/26/2013	05/17/2013	05/17/2013		05/17/2013	1.98
11985 - Ace Hardware	082130/1	1236	Paid by Check # 606144		04/26/2013	05/24/2013	05/24/2013		05/24/2013	25.99
758 - China Spring Youth Camp	422	G'VILLE	Paid by Check # 606218		05/06/2013	05/24/2013	05/24/2013		05/24/2013	990.00
14747 - Home Depot (Gville)	3254268	7513	Paid by Check # 606288		05/01/2013	05/24/2013	05/24/2013		05/24/2013	53.56
21762 - James Ron	HP	REIMBURSE	Paid by Check # 606298		05/01/2013	05/24/2013	05/24/2013		05/24/2013	353.43
28643 - Petersen Mfg Co Inc	GARDENS*2013 57378	G'VILLE	Paid by Check # 606374		05/09/2013	05/24/2013	05/24/2013		05/24/2013	2,186.00
1308 - Smith Valley FFA	PT-001	G'VILLE	Paid by Check # 606416		05/07/2013	05/24/2013	05/24/2013		05/24/2013	1,100.00
1308 - Smith Valley FFA	POT-001	G'VILLE	Paid by Check # 606416		05/15/2013	05/24/2013	05/24/2013		05/24/2013	1,426.00
3457 - Western Nevada Supply Company	15509351	71273	Paid by Check # 606452		04/25/2013	05/24/2013	05/24/2013		05/24/2013	985.22
Account 550.236 - Design Committee Totals										Invoice Transactions 14
										\$8,368.79
Account 550.237 - Promotion Committee										
10426 - Cle Hospitality	3-19-13	G'VILLE	Paid by Check # 605378		03/29/2013	05/03/2013	05/03/2013		05/03/2013	87.00
7132 - Accolades	9116 BALANCE	G'VILLE	Paid by Check # 605586		04/30/2013	05/10/2013	05/10/2013		05/10/2013	1,000.00
12997 - Do Co Procurement Program	4-13	G'VILLE	Paid by Check # 605891		04/27/2013	05/17/2013	05/17/2013		05/17/2013	224.56
Account 550.237 - Promotion Committee Totals										Invoice Transactions 3
Department 960 - Gardnerville Main Street Totals										Invoice Transactions 30
Fund 811 - Gardnerville Main Street Totals										Invoice Transactions 31
Grand Totals										Invoice Transactions 231
										\$1,311.56
										\$15,325.55
										\$15,524.55
										\$86,627.66

\* = Prior Fiscal Year Activity

Gardnerville Town Board

AGENDA ACTION SHEET



1. For Possible Action: Approve Budget Transfers for fiscal year 12/13
2. Recommended Motion: Approve budget transfers for fiscal year 12/13  
Funds Available: ☒ Yes ☐ N/A
3. Department: Administration  
  
Prepared by: Tom Dallaire
4. Meeting Date: June 4, 2013 Time Requested: N/A
5. Agenda: ☒ Consent ☐ Administrative  
  
Background Information: See attached
6. Other Agency Review of Action: ☐ Douglas County ☒ N/A
7. Board Action:  
  
☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

**Douglas County Comptroller's Office**

**Budget Augmentation/Transfer Form**

Date of Request: 6/4/2013  
 For Fiscal Year: 12/13

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

						DR	CR	CR	DR
Account Name						Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Rents & Leases	610	921	520	136			385	
2	Professional Services	610	921	521	100			852	
3	Legal Services	610	921	521	130			8,625	
4	Small Equipment	610	921	533	802			1,152	
5	Software	610	921	533	806			805	
6	Machinery & Equipment	610	921	564	500				4,200
7	Misc Expenses	610	921	550	001				1,000
8	Subscriptions	610	921	532	056				3,600
9	Capital Projects	610	926	562	000				3,019
10									
11									
12									
13									
14									
<b>Totals</b>						-	-	11,819	11,819
<b>Net Change</b>						-		-	

**Purpose:**

1. Copier lease; 2. Scanning/CD 3. Extra legal (park policy, resolution, bankruptcy, cost allocation)  
 4. Computers for Marie & Carol & power supply for server 5. Windows software

Department Head or Comptroller Signature: \_\_\_\_\_

**Comptroller's Office Use Only**

Approved By: \_\_\_\_\_  
 Date: \_\_\_\_\_

Journal # \_\_\_\_\_

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**Douglas County Comptroller's Office**

**Budget Augmentation/Transfer Form**

Date of Request: 6/4/2013  
 For Fiscal Year: 12/13

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

					DR	CR	CR	DR
Account Name					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Power	610	923	520 089			1,500	
2	Special Projects	610	923	533 817			28,000	
3	Operating Supplies	610	923	532 001				1,200
4	Maint Equip	610	923	520 107				1,500
5	Capital Projects	610	926	562 000				26,800
6								
7								
8								
9								
10								
11								
12								
13								
14								
<b>Totals</b>					-	-	29,500	29,500
<b>Net Change</b>					-		-	

**Purpose:**

1. HP restrooms 2. \$41,379 Toler, \$4775 cameras,

Department Head or Comptroller Signature: \_\_\_\_\_

*Comptroller's Office Use Only*

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Journal # \_\_\_\_\_

4-3

**Douglas County Comptroller's Office**

**Budget Augmentation/Transfer Form**

Date of Request: 6/4/2013  
 For Fiscal Year: 12/13

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

						DR	CR	CR	DR
Account Name						Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Road Maintenance	610	926	520	103			163,000	
2	Engineering	610	926	521	200			10,575	
3	Small Equipment	610	926	533	802			1,164	
4	Maint Equip	610	926	520	107				2,000
5	Capital Projects	610	926	562	000				172,739
6									
7									
8									
9									
10									
11									
12									
13									
14									
<b>Totals</b>						-	-	174,739	174,739
<b>Net Change</b>						-		-	

**Purpose:** 1. Chichester crack seal, crack fill & microsurfacing, decorative signs  
2. Valley Vision, microsurface testing, Micropaver training  
3. Trailer for mowers

Department Head or Comptroller Signature: \_\_\_\_\_

*Comptroller's Office Use Only*

Approved By: \_\_\_\_\_  
 Date: \_\_\_\_\_

Journal # \_\_\_\_\_

4-4

# Town of Gardnerville Transfers within the Town budget

## Administrative Fund 610

### 921 Admin

Rents and Leases	\$	385	Copier rental and service contract is based on the number of copies we have made during the month.
Professional services	\$	852	Scanning / Cd of all past board meeting packets, minutes and agendas.
Legal Services	\$	8,625	The usage of Rowe and Hales has increased over the past couple months on town issues, changes to town policy and standards, and issues that arise during the month.
Small Equipment	\$	1,152	The line item was budgeted in Machinery and Equipment, and needed to be in Small Equipment per finance.
Software	\$	805	This is the server software, one would think this would have been included in the price of a new Server, it was not budgeted for nor included in IT proposal for the new server.

### 923 Parks

Power	\$	1,500	The last electrical bill was really high. We are working on identifying the excessive use of power within the bathroom or pavilion facility.
special Projects	\$	28,000	This is the line item we purchased the new video camera from and we paid for Toler Lane landscaping. All of Toler improvements were not budgeted within one year, we were going to complete one section a year for three years. We did \$28,000 more work with several contracted tasks, rocks, and DG hauling at various times, and the excavating of all the material from the site.

### 926 Public Works

Road Maintenance	\$	163,000	Finance wants all road maintenance type projects to come from this fund within services and supplies. We have historically billed and budgeted this contracted work out of Capital Projects. It is not a capital type project. So the additional funds will cover the costs of Chichester crack repair, crack seal and microsurfacing project which is starting June 2nd. We have also purchased updated signs, updated the required font for street names along the highway on a few decorative poles to finish off the industrial area. Staff will be installing those as soon as the weeds are under control.
Engineering	\$	10,575	We will also incur a cost for testing and inspection from Lumos and Associates who does have experience with microsurfacing. The town also paid \$7,000 into the Valley Vision plan as directed by the previous and current chairman
Trailer	\$	1,164	A new utility trailer was purchased to haul the larger lawn mower around.

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Approve the minor modification to the 613 debt fund for the 13/14 budget.
2. **Recommended Motion:** Approve minor modification to the 613 debt fund for the 13/14 budget  
Funds Available: ☒ Yes ☐ N/A
3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** N/A
5. **Agenda:** ☒ Consent ☐ Administrative

**Background Information:** 613 Debt Budget was approved last month. With the finance departments review of the funds they found a typo on my account and town staff was instructed to remove the cost allocation from this fund. This represents the modifications that were made and approved by the county commissioners on May 20<sup>th</sup>.

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

# Town of Gardnerville <Final Budget>

Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount
<b>Fund</b>	<b>613</b>	<b>Gardnerville Debt</b>					
<b>Revenue</b>							
<b>Department</b>	<b>000</b>	<b>Revenue</b>					
<u>Interest Revenue</u>							
361.200	Interest On Investment	\$0.00	\$300.00	\$0.24	\$1.30	\$439.99	\$440.39
361.205	Investment-FMV Adjust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Interest Revenue</u>		\$0.00	\$300.00	\$0.24	\$1.30	\$439.99	\$440.39
<u>Other Financing Sources</u>							
392.000	Transfers In	\$122,982.00	\$122,982.00	\$122,982.00	\$144,433.00	\$138,175.00	\$144,356.00
<u>Total Other Financing Sources</u>		\$122,982.00	\$122,982.00	\$122,982.00	\$144,433.00	\$138,175.00	\$144,356.00
<u>Beg. Fund Bal./Reserves</u>							
301.000	Opening Fund Balance	\$605.00	\$306.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Beg. Fund Bal./Reserves</u>		\$605.00	\$306.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Department Total: Revenue</b>		<b>\$123,587.00</b>	<b>\$123,588.00</b>	<b>\$122,982.24</b>	<b>\$144,434.30</b>	<b>\$138,614.99</b>	<b>\$144,796.39</b>
Revenue Totals		\$123,587.00	\$123,588.00	\$122,982.24	\$144,434.30	\$138,614.99	\$144,796.39
<b>Expenses</b>							
<b>Department</b>	<b>922</b>	<b>Gardnerville Debt</b>					
<u>Salaries &amp; Wages</u>							
511.166	Sick Buyback	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
511.167	Vacation Payout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
511.168	Vacation Buyback	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
511.169	Comp Payout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Salaries &amp; Wages</u>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Services &amp; Supplies</u>							
521.500	Admin & Overhead	\$335.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
550.006	Fiscal Agent Charges	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
<u>Total Services &amp; Supplies</u>		\$535.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00

# Town of Gardnerville <Final Budget>

Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount
<b>Fund</b>	<b>613</b>						
<b>Department</b>	<b>922</b>						
<u>Debt Service</u>							
550.003	Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
550.004	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
550.021	Loan Principal	\$112,942.00	\$108,234.00	\$108,234.00	\$124,222.00	\$118,948.00	\$113,905.00
550.022	Loan Interest	\$10,040.00	\$14,748.00	\$14,735.31	\$20,210.96	\$25,441.89	\$30,450.84
550.025	Loan Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Debt Service</u>		\$122,982.00	\$122,982.00	\$122,969.31	\$144,432.96	\$144,389.89	\$144,355.84
<u>Ending Fund Bal/Reserves</u>							
625.103	Appropriated Reserve	\$70.00	\$406.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Total Ending Fund Bal/Reserves</u>		\$70.00	\$406.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Department Total: Gardnerville Debt</b>		<b>\$123,587.00</b>	<b>\$123,588.00</b>	<b>\$123,169.31</b>	<b>\$144,632.96</b>	<b>\$144,589.89</b>	<b>\$144,555.84</b>
Revenue Totals:		\$123,587.00	\$123,588.00	\$122,982.24	\$144,434.30	\$138,614.99	\$144,796.39
Expense Totals		\$123,587.00	\$123,588.00	\$123,169.31	\$144,632.96	\$144,589.89	\$144,555.84
<b>Fund Total: Gardnerville Debt</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$187.07)</b>	<b>(\$198.66)</b>	<b>(\$5,974.90)</b>	<b>\$240.55</b>

# Budget Worksheet Report

Account Number Description 2014 Commissioner  
Fund 613 Gardnerville Debt

## Revenue

### Department 000 Revenue

#### Interest Revenue

361.200 Interest On Investment \$0.00

361.205 Investment-FMV Adjust \$0.00

Total: Interest Revenue \$0.00

#### Other Financing Sources

392.000 Transfers In \$122,982.00

Total: Other Financing Sources \$122,982.00

#### Beg. Fund Bal./Reserves

301.000 Opening Fund Balance \$406.00

Total: Beg. Fund Bal./Reserves \$406.00

Department Total: Revenue \$123,388.00

Revenue Totals \$123,388.00

## Expenses

### Department 922 Gardnerville Debt

#### Salaries & Wages

511.166 Sick Buyback \$0.00

511.167 Vacation Payout \$0.00

511.168 Vacation Buyback \$0.00

511.169 Comp Payout \$0.00

Total: Salaries & Wages \$0.00

#### Services & Supplies

521.500 Admin & Overhead \$0.00

550.006 Fiscal Agent Charges \$0.00

Total: Services & Supplies \$0.00

# Budget Worksheet Report

Account Number	Description	2014 Commissioner
<b>Fund</b>	<b>613</b>	<b>Gardnerville Debt</b>
<b>Department</b>	<b>922</b>	<b>Gardnerville Debt</b>
<u>Debt Service</u>		
550.003	Bond Principal	\$0.00
550.004	Bond Interest	\$0.00
550.021	Loan Principal	\$112,942.00
550.022	Loan Interest	\$10,040.00
550.025	Loan Fees	\$0.00
<u>Total Debt Service</u>		\$122,982.00
<u>Ending Fund Bal/Reserves</u>		
625.103	Appropriated Reserve	\$406.00
<u>Total Ending Fund Bal/Reserves</u>		\$406.00
<b>Department Total: Gardnerville Debt</b>		<b>\$123,388.00</b>
<u>Revenue Totals:</u>		\$123,388.00
<u>Expense Totals</u>		\$123,388.00
<b>Fund Total: Gardnerville Debt</b>		<b>\$0.00</b>
<b>Revenue Grand Totals:</b>		\$123,388.00
<b>Expense Grand Totals:</b>		\$123,388.00
<b>Net Grand Totals:</b>		\$0.00

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Approve a special event application for Austin's House Poker Run Fundraiser scheduled for September 7, 2013 at Heritage Park and waive park fees.
2. **Recommended Motion:** Approve special event application for Austin's House Power Run Fundraiser scheduled for September 7, 2013 at Heritage Park and waive park fees.  
Funds Available: ☐ Yes ☒ N/A

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** N/A

5. **Agenda:** ☒ Consent ☐ Administrative

**Background Information:** See attached. Will furnish insurance certificate closer to event.

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

7. **Board Action:**

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued



SEPT-7, 2013

# Reservation Form and Release of Liability and Indemnification Agreement

For Town Park Use, Street Closures, and/or Special Events

1407 Highway 395

Gardnerville, Nevada 89410

(775) 782-7134 (775) 782-7135 Fax

Date of Application: 5-6-13

(Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)

Location of Event/Activities: HERITAGE PARK  
(Submit letter of property owner's permission if event is to be held on private property)

Street(s) proposing to be closed: Ø  
(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

Requesting use of Heritage Park? Yes ☒ No ☐

If No, describe which Town park you are requesting to reserve: \_\_\_\_\_

If exclusive park use not being requested, describe which area of the Town park is being requested to be used: \_\_\_\_\_

Name of Applicant Organization or Business: AUSTIN'S HOUSE Corporation: Yes ☐ No ☒  
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: DANNY VILLALOBOS Supervisor of Activity: SAME

Home Telephone #: 775-721-7111 Business Telephone #: 775-782-7111 Fax #: 775-782-7165  
(If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: CENTURY 21 CORD PROPERTIES  
1674 HWY 395 MINDEN, NV 89423  
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: \_\_\_\_\_

Type of Activity Town Park will be used for: BBQ, RAFFLES, AUCTION, MUSIC

Will alcohol be sold or served? Yes ☒ No ☐  
(If alcohol to be served, it may be necessary to obtain additional appropriate liquor licenses/permits)

Band or amplified music? Yes ☒ No ☐

This event is Non-Profit ☒ For Profit ☐ Closed to Public ☐ Open to Public ☒

Will a fee be charged to attend the event? Yes ☒ No ☐

Date(s) Requested (include setup and tear down time): 9/7/13 8AM-5PM

Event hours: NOON-3 PM 8AM-5PM

Describe proposed event, concessions, fund-raisers, etc.: BBQ LUNCH SERVED, RAFFLES, AUCTION, LIVE BAND ETC.

Town services, if any, required:

(Electrical outlets, restroom/toilet facilities, etc.)

Will you have tents, bounce houses, canopies, dance floors etc? Yes ☒ No ☐

If Yes, specify quantity, dimensions, etc.: THREE 20X20 CANOPIES, INSTALLED BY SIEDDA CANOPIES. THEY DO NOT USE STAKES, THEY USE BUCKETS AS WEIGHTS FOR SECURING THE CANOPIES (5)

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 200+-

(If more than 500 people are expected to attend the event, a Douglas County outdoor festival permit is required)  
\*Groups of 50 or more require a mandatory garbage dumpster service (\$25.00/dumpster)

\* Event Insurance Carrier & Telephone #: 775-723-9333 - Allied Insurance  
Served by Carson Valley (Ins). Policy # HDM 0849432769  
(Certificate of Insurance naming the Town as additional insured is required)

Event Security Plan: NO SECURITY IS NEEDED

(Submit Douglas County Sheriff's Office authorization and approval)

Water and Sanitation Plan if food is being sold or consumed during event: TUBS/TROUGHS FILLED W/ ICE AND BOTTLED WATER. PULLED PORK SANDWICHES, BEANS, SALAD AND COOKIES SERVED FOR LUNCH.

Event Clean-up/Sanitation/Garbage Plan: TOLG USUALLY GIVES ME KEY FOR TRASH BIN & GARBAGE CAN LIDERS FOR EXISTING CANS. "PIT STOP AUTO" SUPPLIES US WITH 4 EXTRA PORT-A-POTTIES  
(Garbage dumpsters/porta-a-cans/restrooms/etc.)

Fire/Emergency Medical Services Plan:

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area:

(Heritage Park Parking MUST remain open for visitors at all times)

Event Layout: Applicants **MUST** provide a drawing(s) clearly showing event area(s), streets requested for closure, booth spaces, etc. If requesting use of Heritage Park, a Town furnished template will be provided indicating utility lines and other event constraints.

### WAIVER OF LIABILITY

The **UNDERSIGNED**, for himself/herself and on behalf of the above named Applicant Organization or Business, does hereby agree to protect, indemnify, save and keep harmless, the Town of Gardnerville, its elected and appointed officials, employees and volunteers and others working on behalf of the Town of Gardnerville, and Douglas County, Nevada, from any and all claims, demands, suits or loss, including all costs connected therewith, including but not limited to reasonable attorney's fees, administrative costs, and court costs and for any damages which may be asserted, claimed or recovered against or from the Town of Gardnerville, its elected and appointed officials, employees, volunteers or others working on behalf of the Town of Gardnerville, by reason of personal injury, including but not limited to bodily injury or death, and/or property damage, including loss of use thereof, which arise out of or is in any way connected or associated with this Reservation Form and Release of Liability and Indemnification Agreement.

I do hereby certify that, in representation of the above-named Applicant Organization or Business, I have received a copy of the Town's Park Use and Reservation Policy and the Town's Street Closure / Special Events Policy, that I have read those Policies, and that the above-named Applicant Organization or Business will observe all rules and regulations contained therein, including any conditions of approval of the Town Board, and any other conditions and/or requirements that may be set forth by Douglas County, Nevada.

Signature(s) of Authorized Representative(s) of Applicant: [Signature] Date: 5/6/13

\_\_\_\_\_ Date: \_\_\_\_\_

(If applicant is a corporation, must include signature of president, vice president, and secretary of corporation) \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name(s) of Authorized Representative(s) of Applicant above: DANIEL VILLALOBOS

\_\_\_\_\_

\_\_\_\_\_

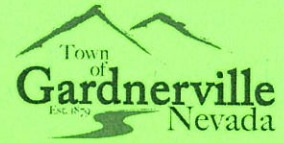
(Town Office Use Only)

Application Fees Paid: \_\_\_\_\_  
Deposit amount Paid: \_\_\_\_\_ Date Processed: \_\_\_\_\_  
Receipt Number: \_\_\_\_\_ Facility Reviewed: \_\_\_\_\_  
Scheduled for Town Board Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Scheduled for Douglas County Commissioner Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Deposit Returned: \_\_\_\_\_

*A copy of the approved application **MUST** be at the event*

Gardnerville Town Board

AGENDA ACTION SHEET



1. For Possible Action: Approve a special event application for the American Cancer Society's team spirit rally for Relay for Life, June 12, 2013 at Heritage Park and waive park fees.
2. Recommended Motion: Approve a special event application for the American Cancer Society's team spirit rally for Relay for Life, June 12, 2013 at Heritage Park and waive park fees.  
Funds Available: ☒ Yes ☐ N/A

3. Department: Administration

Prepared by: Tom Dallaire

4. Meeting Date: June 4, 2013 Time Requested: N/A

5. Agenda: ☒ Consent ☐ Administrative

Background Information: See attached. Insurance and deposit to be submitted in the next few days.

6. Other Agency Review of Action: ☐ Douglas County ☐ N/A

7. Board Action:

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued



# Reservation Form and Release of Liability and Indemnification Agreement

For Town Park Use, Street Closures, and/or Special Events

1407 Highway 395

Gardnerville, Nevada 89410

(775) 782-7134 (775) 782-7135 Fax

Date of Application: 5/3/2013

(Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)

Location of Event/Activities: \_\_\_\_\_  
(Submit letter of property owner's permission if event is to be held on private property)

Street(s) proposing to be closed: \_\_\_\_\_  
(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

Requesting use of Heritage Park? Yes ☒ No ☐

If No, describe which Town park you are requesting to reserve: \_\_\_\_\_

If exclusive park use not being requested, describe which area of the Town park is being requested to be used: \_\_\_\_\_

Name of Applicant Organization or Business: American Cancer Society Relay for Life Corporation: Yes ☐ No ☐  
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: Dahleen Kandler Supervisor of Activity: Same

Home Telephone #: 265-7436 Business Telephone # \_\_\_\_\_ Fax #: \_\_\_\_\_  
(If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: 812 Long Valley Rd Gardnerville, NV 89460  
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: SAME

Type of Activity Town Park will be used for: Team Spirit Rally for Relay For Life

Will alcohol be sold or served? Yes ☐ No ☒  
(If alcohol to be served, it may be necessary to obtain additional appropriate liquor licenses/permits)

Band or amplified music? Yes ☒ No ☐

This event is Non-Profit ☒ For Profit ☐ Closed to Public ☐ Open to Public ☐

Will a fee be charged to attend the event? Yes \_\_\_\_\_ No ☒

Date(s) Requested (include setup and tear down time): June 12<sup>th</sup>, 2013

Event hours: 6-730 PM

Describe proposed event, concessions, fund-raisers, etc.: Build team spirit, cheer on teams

Town services, if any, required: \_\_\_\_\_

(Electrical outlets, restroom/toilet facilities, etc.)

Will you have tents, bounce houses, canopies, dance floors etc? Yes \_\_\_\_\_ No ☒

If Yes, specify quantity, dimensions, etc.: \_\_\_\_\_

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 30-50

(If more than 500 people are expected to attend the event, a Douglas County outdoor festival permit is required)  
\*Groups of 50 or more require a mandatory garbage dumpster service (\$25.00/dumpster)

→ Event Insurance Carrier & Telephone #: \_\_\_\_\_

(Certificate of Insurance naming the Town as additional insured is required)

Event Security Plan: None

(Submit Douglas County Sheriff's Office authorization and approval)

Water and Sanitation Plan if food is being sold or consumed during event: N/A

Event Clean-up/Sanitation/Garbage Plan: Should not have any trash

(Garbage dumpsters/porta-a-cans/restrooms/etc.)

Fire/Emergency Medical Services Plan: not needed

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area: not needed

(Heritage Park Parking MUST remain open for visitors at all times)

Event Layout: Applicants **MUST** provide a drawing(s) clearly showing event area(s), streets requested for closure, booth spaces, etc. If requesting use of Heritage Park, a Town furnished template will be provided indicating utility lines and other event constraints.

### WAIVER OF LIABILITY

The **UNDERSIGNED**, for himself/herself and on behalf of the above named Applicant Organization or Business, does hereby agree to protect, indemnify, save and keep harmless, the Town of Gardnerville, its elected and appointed officials, employees and volunteers and others working on behalf of the Town of Gardnerville, and Douglas County, Nevada, from any and all claims, demands, suits or loss, including all costs connected therewith, including but not limited to reasonable attorney's fees, administrative costs, and court costs and for any damages which may be asserted, claimed or recovered against or from the Town of Gardnerville, its elected and appointed officials, employees, volunteers or others working on behalf of the Town of Gardnerville, by reason of personal injury, including but not limited to bodily injury or death, and/or property damage, including loss of use thereof, which arise out of or is in any way connected or associated with this Reservation Form and Release of Liability and Indemnification Agreement.

I do hereby certify that, in representation of the above-named Applicant Organization or Business, I have received a copy of the Town's Park Use and Reservation Policy and the Town's Street Closure / Special Events Policy, that I have read those Policies, and that the above-named Applicant Organization or Business will observe all rules and regulations contained therein, including any conditions of approval of the Town Board, and any other conditions and/or requirements that may be set forth by Douglas County, Nevada.

Signature(s) of Authorized Representative(s) of Applicant: Darren A Bender Date: 5/3/2013

\_\_\_\_\_ Date: \_\_\_\_\_

(If applicant is a corporation, must include signature of president, vice president, and secretary of corporation) \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name(s) of Authorized Representative(s) of Applicant above: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Town Office Use Only)

Application Fees Paid: \_\_\_\_\_  
Deposit amount Paid: \_\_\_\_\_ Date Processed: \_\_\_\_\_  
Receipt Number: \_\_\_\_\_ Facility Reviewed: \_\_\_\_\_  
Scheduled for Town Board Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Scheduled for Douglas County Commissioner Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Deposit Returned: \_\_\_\_\_

*A copy of the approved application **MUST** be at the event*

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Approve a special event application for a Celebration of Life Ceremony scheduled for July 20, 2013 at 9:30 a.m. at Heritage Park.
2. **Recommended Motion:** Approve a special event application for a Celebration of Life Ceremony scheduled for July 20, 2013 at 9:30 a.m. at Heritage Park.  
Funds Available: ☐ Yes ☒ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** N/A

5. **Agenda:** ☒ Consent ☐ Administrative

**Background Information:** See attached.

6. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

7. **Board Action:**

☐ Approved  
☐ Denied

☐ Approved with Modifications  
☐ Continued



## Reservation Form and Release of Liability and Indemnification Agreement

For Town Park Use, Street Closures, and/or Special Events

1407 Highway 395

Gardnerville, Nevada 89410

(775) 782-7134 (775) 782-7135 Fax

Date of Application: 5/21/2013

(Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)

Location of Event/Activities: HERITAGE PARK

(Submit letter of property owner's permission if event is to be held on private property)

Street(s) proposing to be closed: N/A

(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

Requesting use of Heritage Park? Yes ☒ No ☐

If No, describe which Town park you are requesting to reserve: \_\_\_\_\_

If exclusive park use not being requested, describe which area of the Town park is being requested to be used:

PAVILION AREA

Name of Applicant Organization or Business: TAMCOOK FAMILY Corporation: Yes ☐ No ☒  
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: ROSE COOK Supervisor of Activity: N/A

Home Telephone #: 782-4626 Business Telephone #: N/A Fax #: N/A  
(If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: 1525 HUSSMAN AVE, GARDNERVILLE, NV.  
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: 1525 HUSSMAN AVE., GARDNERVILLE, NV. 89410

Type of Activity Town Park will be used for: CELEBRATION OF LIFE CEREMONY

Will alcohol be sold or served? Yes ☐ No ☒  
(If alcohol to be served, it may be necessary to obtain additional appropriate liquor licenses/permits)

Band or amplified music? Yes ☒ No ☐

This event is Non-Profit ☒ For Profit ☐ Closed to Public ☒ Open to Public ☐

pd \$75  
CR# 6791  
\$

Will a fee be charged to attend the event? Yes \_\_\_\_\_ No X

Date(s) Requested (include setup and tear down time): JULY 20, 2013

Event hours: 9:30 A.M. - NOON

Describe proposed event, concessions, fund-raisers, etc: CELEBRATION OF LIFE

Town services, if any, required: ELECTRICAL OUTLET, RESTROOM/TOILET FACILITIES  
(Electrical outlets, restroom/toilet facilities, etc.)

Will you have tents, bounce houses, canopies, dance floors etc? Yes X No \_\_\_\_\_

If Yes, specify quantity, dimensions, etc.: CANOPY IF WEATHER CONDITIONS MAKE IT NECESSARY. SIZE UNKNOWN @ THIS TIME  
(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 25-100

(If more than 500 people are expected to attend the event, a Douglas County outdoor festival permit is required)  
\*Groups of 50 or more require a mandatory garbage dumpster service (\$25.00/dumpster)

Event Insurance Carrier & Telephone #: SAFECO INSURANCE - WARREN REED  
INSURANCE, INC 775-782-2277  
(Certificate of Insurance naming the Town as additional insured is required)

Event Security Plan: N/A

(Submit Douglas County Sheriff's Office authorization and approval)

Water and Sanitation Plan if food is being sold or consumed during event: N/A

Event Clean-up/Sanitation/Garbage Plan: EXISTING TRASH CONTAINERS -  
RESTROOMS WILL BE LEFT IN A CLEAN CONDITION.  
(Garbage dumpsters/porta-a-cans/restrooms/etc.)

Fire/Emergency Medical Services Plan: N/A  
(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area: N/A - HERITAGE PARK EXISTING PARKING WILL BE USED +  
(Heritage Park Parking MUST remain open for visitors at all times) NOT BLOCKED FOR OTHER USAGE

Event Layout: Applicants *MUST* provide a drawing(s) clearly showing event area(s), streets requested for closure, booth spaces, etc. If requesting use of Heritage Park, a Town furnished template will be provided indicating utility lines and other event constraints.

### WAIVER OF LIABILITY

The *UNDERSIGNED*, for himself/herself and on behalf of the above named Applicant Organization or Business, does hereby agree to protect, indemnify, save and keep harmless, the Town of Gardnerville, its elected and appointed officials, employees and volunteers and others working on behalf of the Town of Gardnerville, and Douglas County, Nevada, from any and all claims, demands, suits or loss, including all costs connected therewith, including but not limited to reasonable attorney's fees, administrative costs, and court costs and for any damages which may be asserted, claimed or recovered against or from the Town of Gardnerville, its elected and appointed officials, employees, volunteers or others working on behalf of the Town of Gardnerville, by reason of personal injury, including but not limited to bodily injury or death, and/or property damage, including loss of use thereof, which arise out of or is in any way connected or associated with this Reservation Form and Release of Liability and Indemnification Agreement.

I do hereby certify that, in representation of the above-named Applicant Organization or Business, I have received a copy of the Town's Park Use and Reservation Policy and the Town's Street Closure / Special Events Policy, that I have read those Policies, and that the above-named Applicant Organization or Business will observe all rules and regulations contained therein, including any conditions of approval of the Town Board, and any other conditions and/or requirements that may be set forth by Douglas County, Nevada.

Signature(s) of Authorized Representative(s) of Applicant: Rose Cook Date: 5/21/2013

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

(If applicant is a corporation, must include signature of president, vice president, and secretary of corporation)

Printed Name(s) of Authorized Representative(s) of Applicant above: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Town Office Use Only)

Application Fees Paid: \_\_\_\_\_  
Deposit amount Paid: \_\_\_\_\_ Date Processed: \_\_\_\_\_  
Receipt Number: \_\_\_\_\_ Facility Reviewed: \_\_\_\_\_  
Scheduled for Town Board Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Scheduled for Douglas County Commissioner Agenda: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Deposit Returned: \_\_\_\_\_

*A copy of the approved application MUST be at the event*



# CERTIFICATE OF LIABILITY INSURANCE

COOKTH1

OP ID: KG

DATE (MM/DD/YYYY)

05/21/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Warren Reed Insurance, Inc. 1521 Highway 395 North Gardnerville, NV 89410 Bruce E. Hollander		775-782-2277 775-782-7387	<b>CONTACT NAME:</b> <b>PHONE</b> (A/C, No, Ext): <b>E-MAIL ADDRESS:</b>	<b>FAX</b> (A/C, No):
<b>INSURED</b> Rose Cook 1525 Hussman Blvd. Gardnerville, NV 89410		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Safeco Insurance Companies INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		
		<b>NAIC #</b> 24740		

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Home Owners	X		OA3218190	11/30/12	11/30/13	LIABILITY 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Heritage Park- July 20th, 2013.

**CERTIFICATE HOLDER****CANCELLATION**

Town of Gardnerville 1407 Hwy 395 Gardnerville, NV 89410	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Bruce E. Hollander 
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Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve the grant in the amount of \$3,500.00 from Carson River Sub Conservancy District to assist in the cottonwood slough stream restoration project, in which the town contracted with Nevada Division of Forestry in the estimated amount of \$7,834.24, and authorize the chairman to sign the contract with the Carson River Sub Conservancy District.
2. **Recommended Motion:** Approve the grant in the amount of \$3,500.00 from Carson River Sub Conservancy District to assist in the Cottonwood slough stream restoration project, and authorize the chairman to sign the contract with the Carson River Sub Conservancy District.

Funds Available: ☒ Yes      ☐ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013      **Time Requested:** N/A

5. **Agenda:** ☒ Consent      ☐ Administrative

**Background Information:** I approached the Carson River Subconservancy to help fund the Cottonwood slough restoration project. At the Subconservancy's last board meeting, the board agreed to fund the requested \$3,500 for the project. The contract between the Town and the Carson River Subconservancy is attached and funding will be provided when the project is complete.

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

7. **Board Action:**

☐ Approved      ☐ Approved with Modifications  
☐ Denied      ☐ Continued

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Approve the letter of support to send with the grant application, the Town's \$25,000 in match funds for the Nevada Department of Transportation (NDOT) Transportation Alternative Program (TAP) grant which will fund the construction of the Martin Slough multi-model trail extending from the Martin Slough Ponds to Lucerne Avenue, and the Town's commitment to maintain said trail within the town of Gardnerville.
2. **Recommended Motion:** Approve the letter of support to send with the grant application, the Town's \$25,000 in match funds for the Nevada Department of Transportation (NDOT) Transportation Alternative Program (TAP) grant which will fund the construction of the Martin Slough multi-model trail extending from the Martin Slough Ponds to Lucerne Avenue, and the Town's commitment to maintain said trail within the town of Gardnerville.
3. **Funds Available:** ☒ Yes ☐ N/A
4. **Department:** Administration  
  
Prepared by: Tom Dallaire
5. **Meeting Date:** June 4, 2013 **Time Requested:**
6. **Agenda:** ☒ Consent ☐ Administrative  
  
Background Information: See attached.
7. **Other Agency Review of Action:** ☐ Douglas County ☐ N/A
8. **Board Action:**  
  
☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

April 3, 2012

Tim Mueller, TE Program Coordinator  
FY 2013 Transportation Enhancement  
Nevada Department of Transportation  
1263 S. Stewart Street  
Carson City, NV 89712

**Letter of Support  
Nevada Department of Transportation  
FY 2013 Transportation Alternatives Program  
Douglas County, Nevada**

Dear Mr. Mueller:

Please accept this letter expressing the Gardnerville Town Board's support of the Douglas County application for funding **The Martin Sough Multimodal trail**, extending from Gardnerville's Martin slough pond to Minden's Jake's Wetlands. The Town board took action on June 4, 2013, to support the submittal of Douglas County's grant application and has pledged up to \$25,000 in matching funds for this project, and to maintain the portion of this trail that is located within the Gardnerville Town boundary.

We believe this project is consistent with the Nevada Department of Transportation, Douglas County, and the Town of Gardnerville's strategic plan to provide a safe, all-weather, bicycle and pedestrian connection to neighborhoods, parks, and school facilities.

As you review and consider transportation projects for funding, we ask you to support this project proposed by Douglas County.

Sincerely,

---

Ken Miller  
Chairman

---

Linda Slater  
Vice-Chairman

---

Michael Philips, Sr.  
Board Member

---

Mary Wenner  
Board Member

---

Lloyd Higuera  
Board Member

10-2

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Discussion on the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$24,468.41 for fiscal year 2013-2014 with public comment prior to Board action. Appearance by Bruce Hollander, Warren Reed Insurance.
2. **Recommended Motion:** Motion to accept the insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and approve the payment of \$24,468.41 out of the 2013-2014 funds. (Or modify per the Board discussion)

Funds Available: ☒ Yes ☐ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** 15 minutes

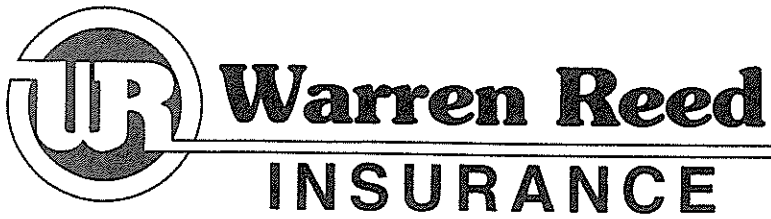
5. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:** See attached documentation. There will also be a presentation by Bruce Hollander, Warren Reed Insurance.

6. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

7. **Board Action:**

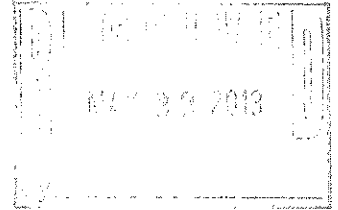
☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued



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

May 21, 2013

Town of Gardnerville  
1407 Hwy 395  
Gardnerville, NV 89410



Re: NPAIP Renewal Proposal

Dear Board Members,

Attached is the renewal proposal from the Nevada Public Agency Insurance Pool along with our summary of insurance.

The renewal includes a 2% increase in property values and an increase in equipment from \$134,820 to \$194,355 for addition equipment. Also, Cyber Security coverage with a limit of \$2,000,000 has been added to the program at no additional cost.

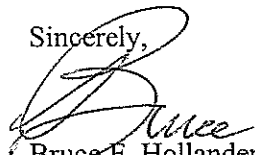
Below is a comparison of premiums with last year:

	12/13	13/14
Total NPAIP Program Cost	\$26,387.36	\$24,468.41

Also, as you requested, the premium for the Jail building is \$235.00 for \$106,200 coverage on the building.

Should you have any questions, I would be happy to answer them.

Sincerely,

  
Bruce E. Hollander, C.P.C.U.  
Warren Reed Insurance

Enclosure

Warren Reed Insurance, Inc.  
 1521 Highway 395 North  
 Gardnerville, NV 89410  
 Phone : 775-782-2277 Fax : 775-782-7387

+  
 Town of Gardnerville  
 Tom Dallaire  
 1407 Hwy 395  
 Gardnerville, NV 89410  
 +

<b>INVOICE # 13242</b>		<b>Page 1</b>
ACCOUNT NO. GARDN-4	OP DR	DATE 05/20/13
Commercial Package		
POLICY # NPAIP201314		
COMPANY Willis Pooling		
PRODUCER Bruce E. Hollander		
EFFECTIVE 07/01/13	EXPIRATION 07/01/14	BALANCE DUE ON 07/01/13

Itm #	Eff Date	Type	Description	Amount
234677	07/01/13	PCKG	2013/2014 POOL Renewal	\$ 24,468.41
Invoice Balance:				\$ 24,468.41

11-3

\*\*\* PLEASE RETURN ONE COPY WITH YOUR REMITTANCE \*\*\*



**The Power Of The Pool™**

[poolpact.com](http://poolpact.com)

# MEMBER COVERAGE SUMMARY

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**Prepared For:**

Gardnerville, Town of

**Prepared By:**

Warren Reed Insurance

*This summary is intended for reference only. For specific terms, conditions, limitations and exclusions, please refer to the POOL Coverage Form edition July 1, 2013.*

11-4

Dear POOL Member:

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

We are pleased to provide this Member Coverage Summary for your review. In 2013, we continue to excel and provide an unparalleled level of service to our members even in challenging economic conditions.

The POOL/PACT Board is an impressive group of dedicated, hardworking, and ethical leaders in public sector risk management. They continue to do a superb job of representing the interests of the Member-owners of POOL.

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

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

Sincerely,



**Wayne Carlson**  
Executive Director  
Nevada Public Agency Insurance Pool  
Public Agency Compensation Trust

# NPAIP Membership

## Counties:

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

## Towns:

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

## School Districts:

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

## Cities:

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

## Fire Districts:

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

## Others:

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

## Special Districts:

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

## ***PUBLIC AGENCY INSURANCE POOL (POOL) COVERAGE SUMMARY***

RENEWAL PROPOSAL	COVERAGE PERIOD	NAMED ASSURED	MAINTENANCE DEDUCTIBLE
	07/01/2013 – 07/01/2014 Standard Time	Gardnerville, Town of	\$ 500 all perils each and every loss

### PROPERTY LIMITS

Blanket Limit per schedule of locations on file with POOL subject to a maximum limit of \$300,000,000 per loss. The following sub-limits apply to Section V. C. Extensions of Property Coverage:

Accounts Receivable	\$5,000,000 per loss
Arson Reward	10% up to \$25,000 per loss
Earthquake	\$100,000,000 aggregate
Flood	\$100,000,000 aggregate \$10,000,000 aggregate - Flood Zone A
Equipment Breakdown	\$60,000,000 per loss
Loss of Income & Extra Expense	included
Hazardous Substance Coverage	\$250,000 per loss
Spoilage Coverage	\$250,000 per loss
Data Restoration	\$100,000 per loss
Expediting Expenses	\$25,000 per loss
Unintentional Errors and Omissions	\$5,000,000 per loss
Money and Securities	\$500,000 per loss
Transmission Facilities	\$100,000 per loss
Vehicle Replacement	Per Attachment E, if applicable

## LIABILITY LIMITS

The Limits of Liability are as follows:

Combined Single Limit	\$10,000,000	Each Event/Each Member
Liability Limits are further subject to sub-limits, Member Annual Aggregate Limits and Group Annual Aggregate limits.		

## CYBER SECURITY EVENT AND PRIVACY RESPONSE EXPENSE COVERAGE LIMITS

The Limits of Liability are as follows:

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

## MEMBER CONTRIBUTION:

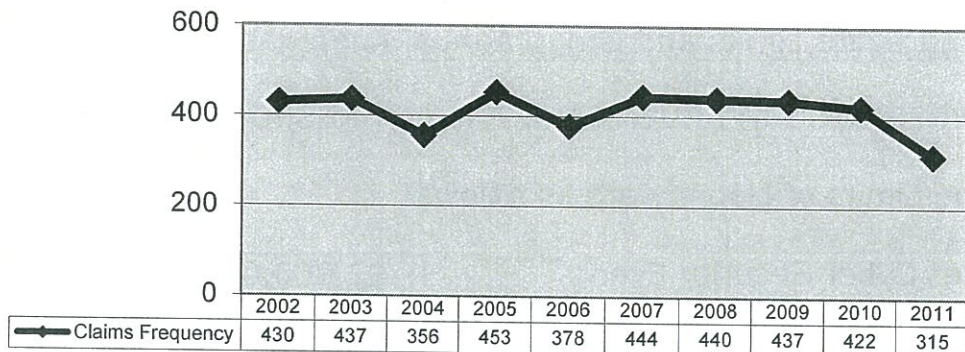
<b>TOTAL COST:</b>	<b>\$22,868.41</b>
<b>AGENT COMMISSION:</b>	<b>\$1,600.00</b>
<b>TOTAL PROGRAM COST:</b>	<b>\$24,468.41</b>

*This summary is intended for reference only. For specific terms, conditions, limitations and exclusions, please refer to the POOL Coverage From edition July 1, 2013.*

## TOTAL POOL EXPERIENCE

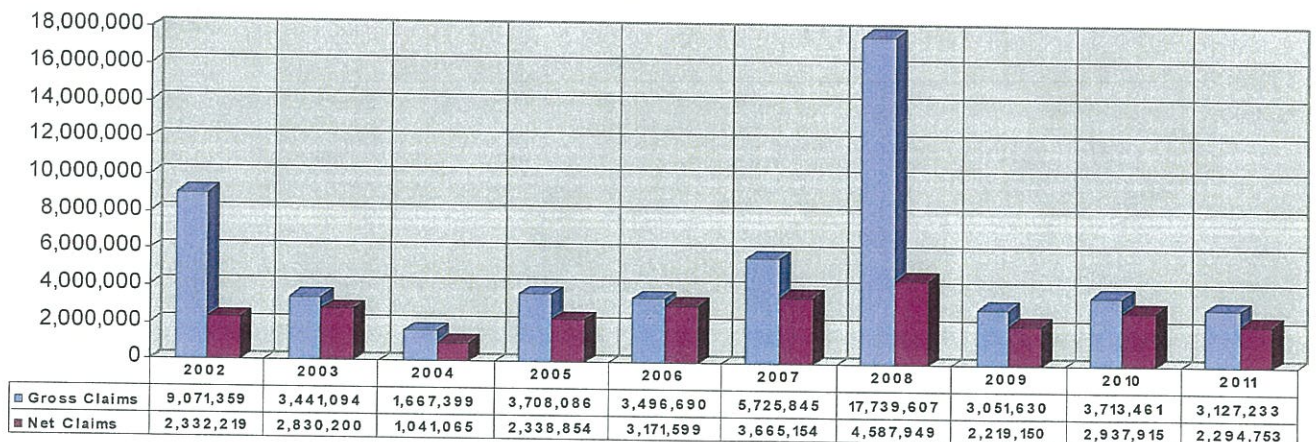
The claims count per year averaged 411 for the ten year period. Claims activity overall appears to be fairly stable.

### POOL CLAIMS FREQUENCY



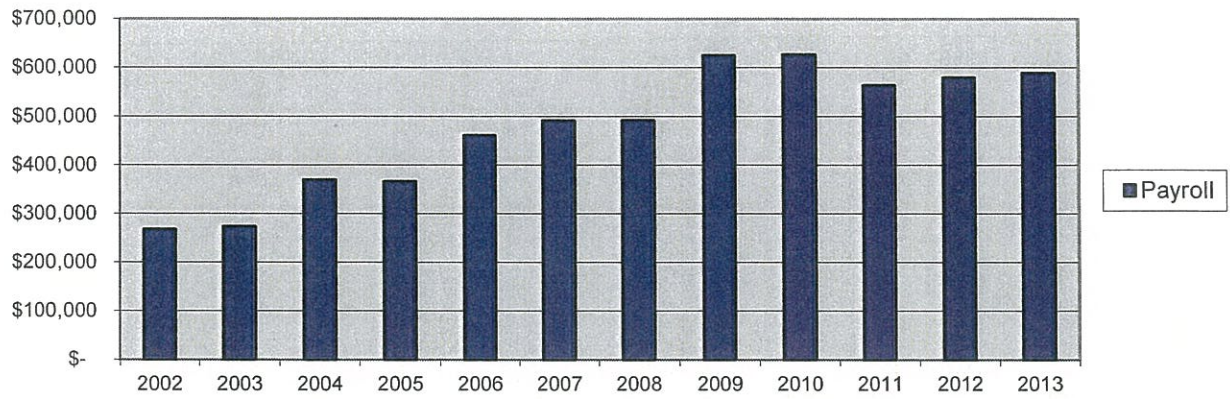
Severity, based on total loss costs incurred without deduction for excess/reinsurance or member deductibles, has averaged \$5,474,241 with the worst year (2008) at \$17,309,607 comprising 32% of total costs for all years. Net of member deductibles and of excess/reinsurance payments, 2008 also was the worst year at 17%. The POOL's retained incurred claims averaged \$2,741,826 for the period.

### POOL CLAIMS SEVERITY

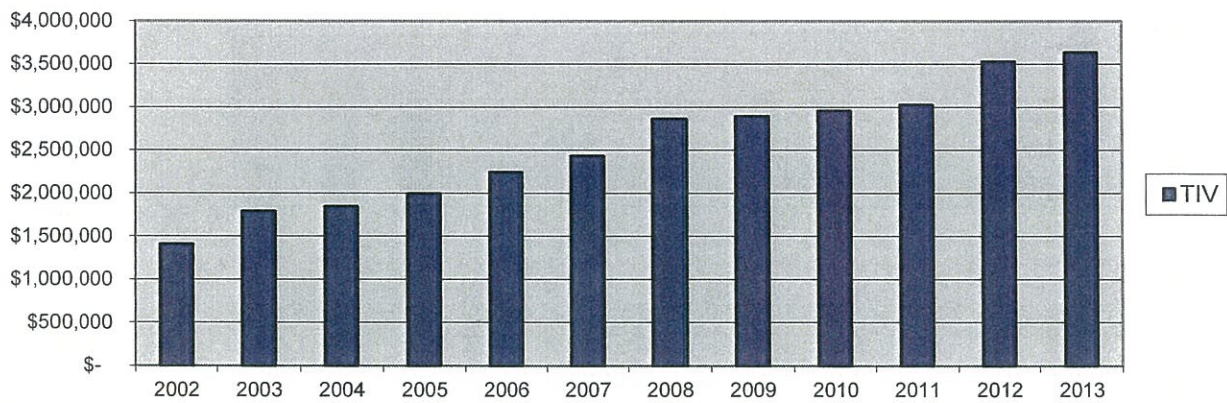


11-9

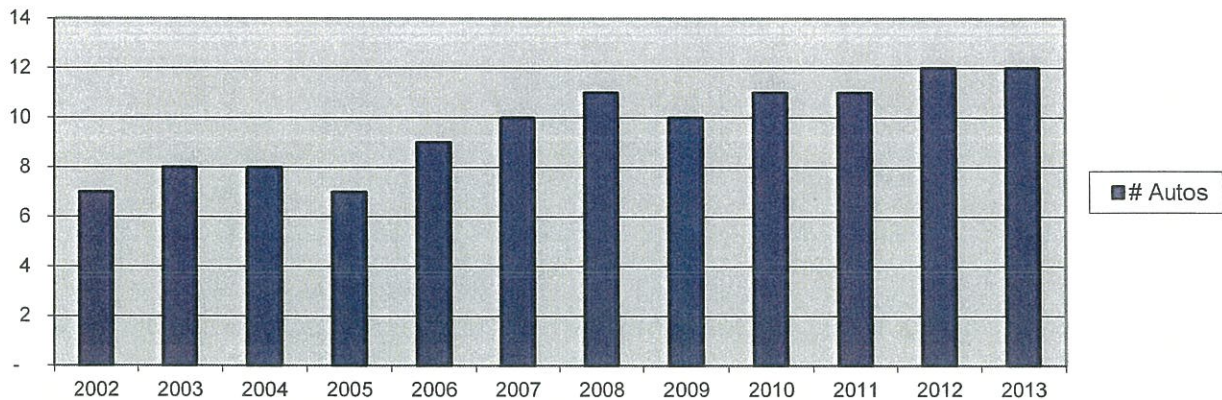
**Town of Gardnerville Payroll**



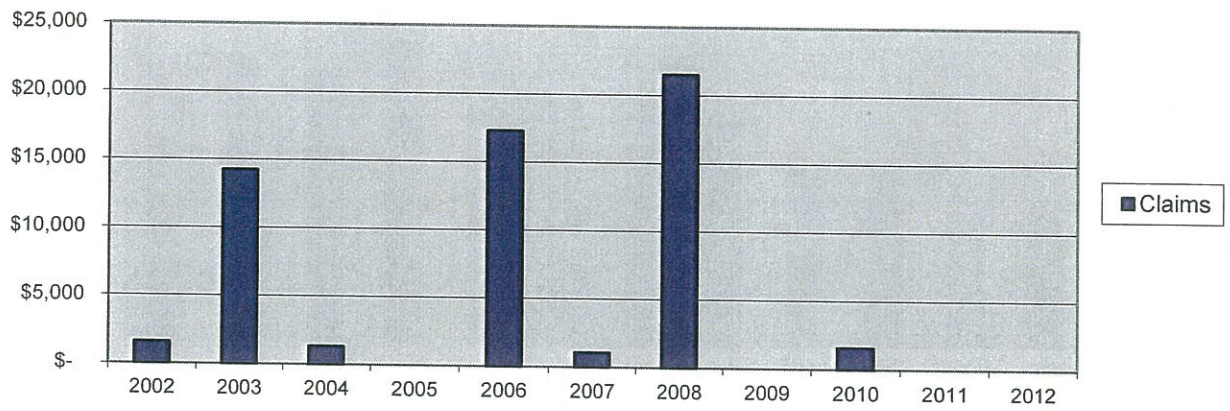
**Town of Gardnerville Total Insured Value**



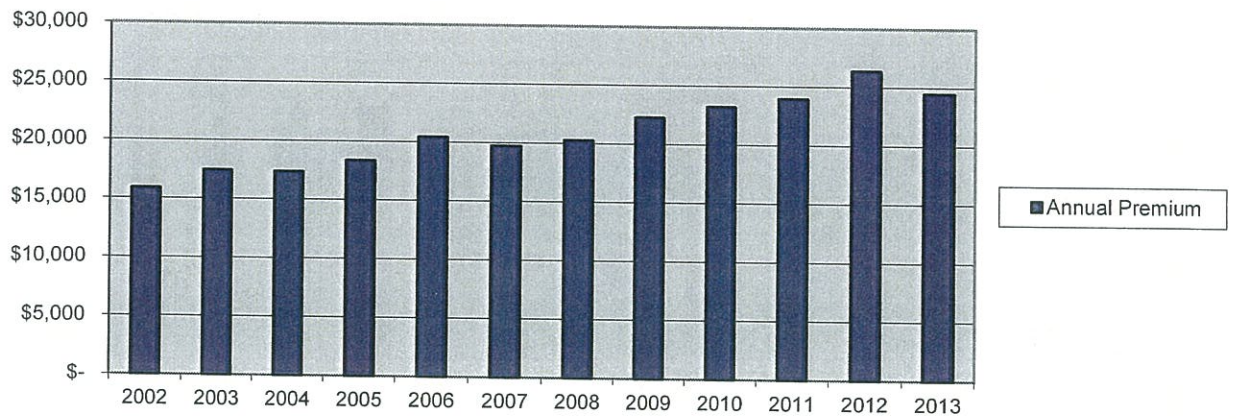
**Town of Gardnerville Autos**



**Town of Gardnerville Claims**



**Town of Gardnerville Annual Premium**



11-11

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on having the town sponsored Wednesday morning Farmers Market at Heritage Park, organized by Linda Marrone, Market Manager for the 3<sup>rd</sup> & Curry St. Farmer's Market. The town would assist with advertising, providing Heritage Park, closing Slaughterhouse Lane and a portion of Ezell to through traffic and provide some event signs during the market hours, 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:** June 4, 2013 **Time Requested:** 30 minutes

5. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:** Linda Marrone, Third & Curry Street Farmers Market organizer, will be here to present information at the Board meeting. She would like to give the Board an overview of how she runs a market and why she feels over the long run the market will do better on Main Street.

There have been discussions of charging \$100 fee for the park each month; insurance will be provided naming the Town as additional insured; the Town would take out an ad for the event and provide a banner on Toler. Here are some questions for Board members to keep in mind. Do they want two markets, one in Lampe and one downtown or do they want to take a wait and see approach? Can the town support two markets on the same morning? Will the market with the better choice of vendors be successful over a long running market?

6. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

7. **Board Action:**

☐ Approved

☐ Denied

☐ Approved with Modifications

☐ Continued

**Gardnerville Town Board**  
**AGENDA ACTION SHEET**



1. **Not for Possible Action.** Discussion on the Main Street Program Manager's Monthly Report of activities for May 2013.

Funds Available: ☐ Yes ☒ N/A

2. Department: Main Street Program

Prepared by: Paula Lochridge

3. Meeting Date: June 4, 2013 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



**To: Gardnerville Town Board**  
**Fr: Paula Lochridge, Main Street Gardnerville Program Manager**  
**Re: Program Manager's Report for June 4, 2013**

- Our monthly Board Meetings have been changed from the third Thursday to the third Tuesday of each month beginning in June.
- Our application to the Nevada Department of Agriculture for their Nevada Specialty Crop Grant funding has been submitted (May 29th). The requested amount is \$5,000 to go towards the Heritage Park Gardens Children's Garden section focusing on an educational component.
- I've included our latest report in support of the Douglas County Economic Vitality Project which covers much of what we've been focusing on over the past quarter. It also includes our 2012 Annual Report.

**Upcoming events and dates:**

- Our Next Cash Mob, Saturday, June 1<sup>st</sup> at Just2Spoiled Spa & Baby Boutique
- 2<sup>nd</sup> Annual Open House & Plant Swap & Sale at Heritage Park Gardens, June 1<sup>st</sup> at 10 am
- Monthly Morning Coffee Meetings Tuesday, June 4<sup>th</sup>, at 8:30 am.
- Thirsty Third Thursday Wine Walk on June 20<sup>th</sup>.
- Heritage Park Gardens 2<sup>nd</sup> Annual Plant Swap and Sale on June 1<sup>st</sup>.

Thank you so much for your continued support of the Main Street Gardnerville Program!

*Paula Lochridge*

Paula Lochridge,  
Main Street Gardnerville Program Manager

Douglas County  
Economic Vitality  
Champion Progress Status Report

**Time Period:** February 1, 2013 – April 30, 2013

**Project name:** Main Street Gardnerville(MSG)

**Champion:** Paula Lochridge

**Team members:** Margaret Pross, Lisa Granahan, Main Street Gardnerville Board of Directors, and volunteers

Main Street Gardnerville
Goal – Revitalize downtown Gardnerville utilizing design, organization, promotion, and economic restructuring to develop the unique identity and preserve the historic nature of our community.
Strategy – Recruit small independent retail businesses
Strategy – Pedestrian friendly and convenient parking
Strategy – Basque Old Town Center

**Direct results to report:**

- Letter of Intent has been accepted through the USDA Specialty Crop Competitive Grant program. We are submitting the grant application this month. If MSG is awarded the funds requested, the money will help fund the projects in the Heritage Park Gardens Children's Garden area. (See attached brochure and collage of potential ideas for the gardens.)
- Two more benches have been approved for installation which brings our total of decorative installed benches to 12. These will be placed at the front of the museum near the front sidewalk and posts. This project is to help create a pedestrian friendly environment. (See attached info.)
- Annual report for the 2012 Calendar year has been completed and approved. (See attached report.)

**Other aspects of your project to report that are underway:**

- Another loan application has been submitted and is being reviewed by the loan committee. MSG currently has three loans that have been awarded at a 2% interest rate through funds from an RBEG USDA grant. If awarded, this would be our 4<sup>th</sup>. MSG currently has ~\$30,000 available in its current revolving loan fund. (Brochure attached.)
- The fundraising continues for our Basque Mural Project. Some new ideas are being planned over the course of the next few months to hopefully raise the final funds needed for this project. (See attached flyer.)

**Other related projects, activities or events that add economic synergy to your project:**

- A new family fun event has been planned in conjunction with the Town of Gardnerville, the Freedom 5K Fun Run/Walk & Yankee Doodle Chalk Artfest. We will be utilizing part of the trail system in Gardnerville for this event. (See attached flyer.) We've also partnered with the Carson Valley Arts Council, East Fork Gallery and the Carson Valley Lions Club on this event.
- Tree Sale through the Heritage Park Gardens project thanks to a donation of 100 Austrian Pine Trees from Genoa Trees. Through the sale of these trees, funds will be raised to help fund projects in the community gardens. (See attached flyer.)
- 2<sup>nd</sup> annual Open House and Plant Swap & Sale event at Heritage Park Gardens on June 1<sup>st</sup>. (See attached flyer.)
- Thirsty Third Thursday Wine Walks started May 16<sup>th</sup>. Besides being a fundraiser for our program, the major focus of this event is to "re-introduce people to the downtown district". (See attached flyer.)
- "Let's Sweep the Town" event in conjunction with the Town of Gardnerville to "prep the town" for the summer. (See attached press release.)
- Have partnered with several district businesses on a co-op advertising project with the Reno Tahoe Getaway Magazine. (See attached information.)

**Attachments:**

- Flyers and brochures from the above projects.
- Main Street District map.

# Pick a plot and get growing!

Community garden plots with irrigation are available at Heritage Park Gardens, conveniently located next to Heritage Park in downtown Gardnerville. Annual prices cover the growing season from April 1<sup>st</sup> through March 30<sup>th</sup>.

- 4' x 5' --- \$30
- 4' x 10' --- \$50
- 4' x 15' --- \$70



## Heritage Park Gardens

A place to learn, grow, share, and beautify... To cultivate and nurture our community..



For more information, to rent a plot,  
or to volunteer and/or donate  
please contact

Carol Sandmeier  
cjsandmeier@aol.com

or

Paula Lochridge  
PLochridge@mainstreetgardnerville.org  
775-782-8027

## Main Street Gardnerville

1407 Main Street (HWY 395 N)  
Gardnerville, NV 89410  
Office: 775-782-8027  
Email: info@mainstreetgardnerville.org

Visit our website!  
[www.mainstreetgardnerville.org](http://www.mainstreetgardnerville.org)



Experience the Past...  
Enrich the Present...  
Embrace the Future.



# Heritage Park Gardens...Growing Now!

**Special Events:** Daffodil Day in April, Annual Open House/Plant Swap & Sale in June, Children's planting also in June, and Fall Harvest Celebration in October.

**Garden Plots:** Available in 4' x 5', 4' x 10', and 4' x 15'.

**Demonstration Plots:** Douglas County Master Gardeners' Edible Landscaping, Cooperative Extension Native Plants Club, and Square-Foot Gardening.

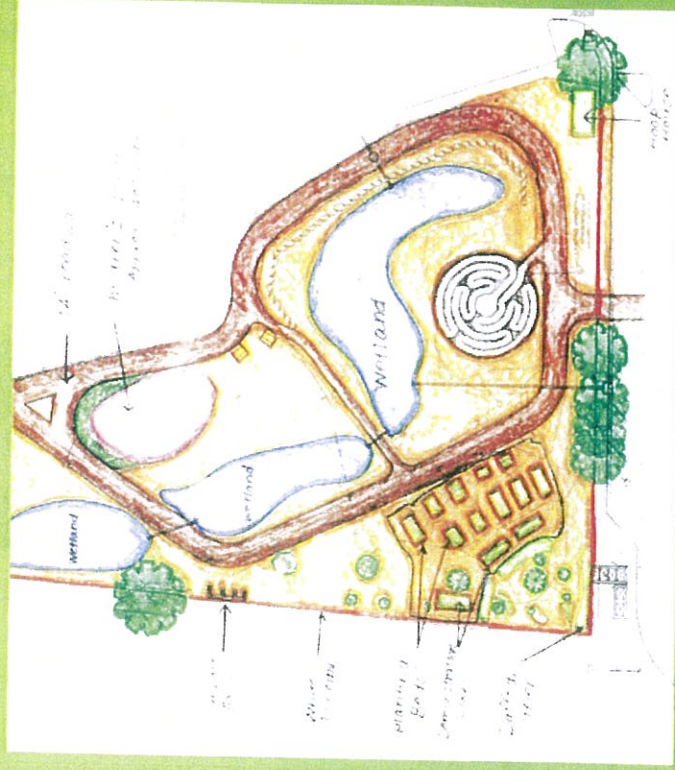
**Volunteer Workdays and Committee Planning Meeting:** Workdays are held monthly/semimonthly. Garden Committee meets on 2<sup>nd</sup> Tuesday of each month at 3 pm at Gardnerville Town Offices.



Sharing Garden: Produce harvested from this plot is donated to local Food Closet. (maintained by Boy Scouts during 2013 season)

## What did we accomplish in 2012 (our 1<sup>st</sup> year)?

- Twelve hay bale raised beds
- Demonstration Gardens
- Sharing Garden for the Food Closet
  - Compost Area
  - Drip Irrigation System
  - Fencing
  - Hoop House
- 2 Special Events
- Daffodil Corner (1,800 bulbs)



Heritage Park Gardens Master Plan

## 2013 Season Goals

- Increase number of garden plots
- Continue supporting Children's planting garden
- Provide assistance to Boy Scouts in growing produce for Food Closet
- Dedication of labyrinth/public walk
- Production of "Garden Goodies"
- Develop plans for Children's Garden

Heritage Park Gardens is a project of Main Street Gardnerville in cooperation with the Town of Gardnerville



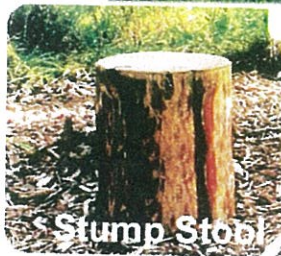
# Ideas for Children's Garden at Heritage Park Gardens



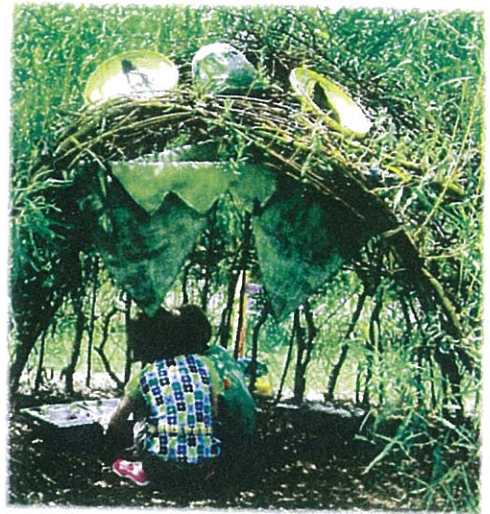
**TREE CLIMBERS**



**Benches**



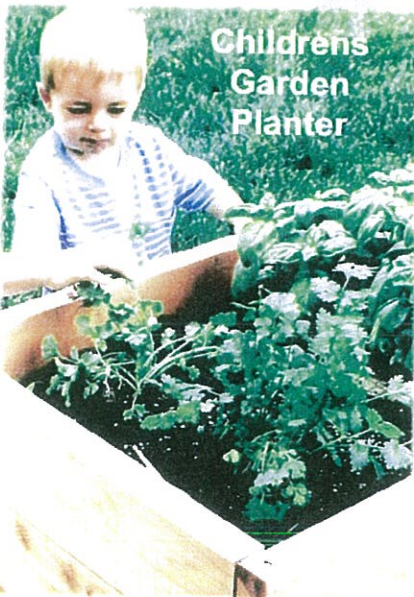
**Stump Stob**



**Log Steps**



**Tree  
Cookies**



**Children's  
Garden  
Planter**



**Children's  
Gardening  
Tools**



13-7



## Own a Piece of Downtown!

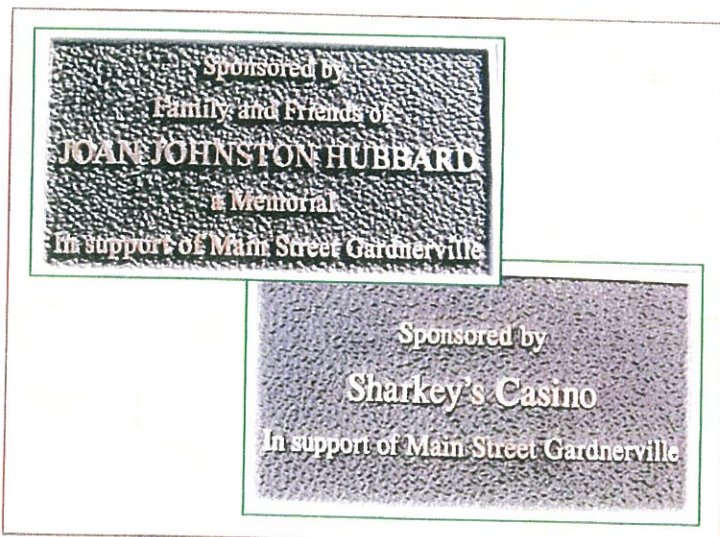
The Main Street Program has been installing decorative four-foot metal benches downtown, with the help of the Town of Gardnerville. These benches accommodate and encourage pedestrians along the main street corridor.

Thanks to several sponsorships, MSG already has nine benches placed throughout the downtown district.

Adding benches to our Main Street District adds character and encourages pedestrian traffic. It is hoped that the benches will eventually stretch the length of Main Street.

Each bench was sponsored for different reasons: as a memorial, as a tribute to a special person, as a gift to the community or as a thank you. Benches can be sponsored by a service group, a business or an individual or family.

Each bench will have a brass plaque affixed to it, such as the ones pictured, honoring your service club, business or individual/family. Wording will be customized according to your wishes, with Main Street Gardnerville approval. After the bench is in place, a dedication will be held at the site for your invited family and friends.



A number of locations are available along our Main Street. The one time cost is to be paid by sponsor which will include bench, plaque and shipping at the prevailing rates.

For more information, please contact Main Street Gardnerville at 775.782.8027 or [info@mainstreetgardnerville.org](mailto:info@mainstreetgardnerville.org).

*Main Street Gardnerville is a 501 (c) 6 corporation. Your sponsorship may be deductible as a business expense; contact your tax professional.  
Main Street Gardnerville is an equal opportunity provider.*





# Annual Report 2012



## 2012 Board of Directors

Dorette Caldana, President  
Carol Sandmeier, Vice-President  
Norie Jenkins, Treasurer  
Susie Biaggini, Secretary  
Kenneth Garber  
Paul Lindsay  
Megan Phillips  
Deb Pierrel  
Margaret Pross

## Main Street Manager

Paula Lochridge

## Town Manager

Tom Dallaire

*Main Street Gardnerville...*

*Experience the Past • Enrich the Present • Embrace the Future*

## Letter from the President & Program Manager

Dear Members, Volunteers, Sponsors, and Supporters:

With the completion of our fourth year as a main street program, we are extremely grateful to all those who have been a part of our success. We are thankful to the Town of Gardnerville for their continuing financial and in-kind support. Douglas County's Economic Vitality Program has also assisted with financial assistance over the past two years for which we are very appreciative. We are indebted to Gardnerville Town Manager, Tom Dallaire, for his assistance in realizing our many goals. We are delighted that there is continued interest and support provided by our many businesses and individuals who are either members or sponsors of Main Street Gardnerville. And we are continually amazed at the time and energy provided by our volunteers. To all who have been a part of Main Street Gardnerville, thank you.

Through the endeavors of all those involved with our program, it has enabled us to make great strides in enhancing and revitalizing the downtown corridor as we continue to expand our outreach efforts to build business relationships, educate, recruit, and become more integral to our town's development while preserving its historic nature. It is our goal to work hand-in-hand with the Town of Gardnerville and the County in implementing their vision for the future. With that thought in mind, please take a moment to review the activities, projects, and accomplishments detailed in this report that show how we are meeting this goal. As you can see from the extensive work completed by our volunteers, much has been done: but there is always more that can be achieved.

Every member of our community is encouraged to participate in some way. Whether you attend an event, volunteer an hour or more a month, or financially support the program; those contributions will provide a return benefit to you. Perhaps you are wondering what possible benefit is there for you? Research has shown there is a direct correlation to the time and money spent in a community to the overall improvement in the quality of life within that community. Take a chance, get involved!

Respectfully,

*Dorette L. Caldana*  
Dorette Caldana, President

Main Street Gardnerville, Board of Directors

*Paula Lochridge*

Paula Lochridge, Program Manager  
Main Street Gardnerville

## What is Main Street?

Main Street Gardnerville (MSG) has been in existence since 2008. MSG represents more than 200 parcels and nearly 200 businesses. The Main Street approach advocates a return to community self-reliance, local empowerment, and the rebuilding of traditional commercial districts based on the unique needs of the community.

MSG is a community based self-help program involving various members of the community with the shared vision of revitalizing the downtown. Even though we focus on the downtown district, it benefits the entire community. MSG uses four main points to accomplish this: Organization, Promotion, Design and Economic Restructuring. The National Organization has been around over 30 years, in over 40 states and in several thousand communities. This is the only program in Nevada at this time. Our MSG program is succeeding thanks to the support and volunteer efforts of the residential and business community. You can find out more about our program by visiting [MainStreetGardnerville.org](http://MainStreetGardnerville.org) or the national site at [PreservationNation.org/main-street/](http://PreservationNation.org/main-street/).



## Highlights of Activities, Projects and Accomplishments in 2012



### DESIGN:

- Managed the Main Street Flower Program
- Constructed and opened Phase One of Heritage Park Gardens
- Installed a brochure rack located at the corner of Eddy Street & Main Street
- Basque Mural Project for the downtown
- Transformed the street front of a vacant building along the Main Street Corridor
- Added four new benches to the town streetscape

### ECONOMIC RESTRUCTURING:

- Revolving Loan Fund has made \$30,000 in loans to businesses within our district
- 14 new businesses opened in the Main Street District in 2012 with 6 businesses closing and 5 relocating
- 14 businesses have improved their business through private investment
- Established an open line of communication with several local realtors



### ORGANIZATION:

- Approximately 100 volunteers on our roster
- 4,650 volunteer hours logged for 2012 at an approximate value of \$93,000
- Morning Coffee Meetings well attended
- Membership plan has been revised
- Fundraising committee established
- Assisted the County in developing their current alcohol policy
- Volunteer Recognition Event
- Ongoing training for committee chairs, volunteers and businesses
- Spearheading Co-op program advertising efforts
- In final phase of the 501c3 process



### PROMOTIONS:

- Database members increased to over 900 and our Facebook Page has over 1300 Fans
- Thirsty Third Thursday Wine Walks
- Holiday Shopping Bazaar
- Cash Mobs
- The committee continues to look for new ways to host new events and draw people to the downtown district
- Helped create and host "Open Range Dinner" with Sharkey's Casino



For more information and highlights from 2012,  
please visit our website: [MainStreetGardnerville.org](http://MainStreetGardnerville.org)



1407 Main Street, Hwy 395 N  
Gardnerville, NV 89410

Phone: 775-782-8027

Fax: 775-782-7135

E-mail: [info@mainstreetgardnerville.org](mailto:info@mainstreetgardnerville.org)  
[www.MainStreetGardnerville.org](http://www.MainStreetGardnerville.org)



*Main Street Gardnerville is a 501c6  
non-profit corporation and an  
equal opportunity provider.*

## It's Happening On Main Street!

### "Cash Mobs"

The first Saturday of each month, TBA.

### "Monthly Morning Coffee Meetings"

The first Tuesday of each month, 8:30-9:30 am at Sharkey's Casino in the Rib Room

### "Heritage Park Gardens Daffodil Day Event"

at Heritage Park Gardens, April 20<sup>th</sup>

### "Open Range Dinner"

Genoa Cowboy Festival sanctioned event at Sharkey's Casino, May 1<sup>st</sup>

### "Thirsty Third Thursday Wine Walks"

The third Thursday of each month, May-September

### "Movies in the Park"

Town of Gardnerville Event at Heritage Park June 14<sup>th</sup>, July 5<sup>th</sup>, July 26<sup>th</sup> & Aug. 1<sup>st</sup>

### "Heritage Park Gardens Open House/Plant Swap & Sale"

at Heritage Park Gardens, June 1<sup>st</sup>

### "Freedom 5K Fun Run/Walk & Yankee Doodle Chalk Artfest"

In conjunction with the Town of Gardnerville: July 4<sup>th</sup> at Heritage Park

### "Heritage Park Gardens October Fall Harvest"

at Heritage Park Gardens, October 5<sup>th</sup>

### "Holiday Shopping Bazaar"

November

### "Carson Valley Christmas Kickoff"

December 5<sup>th</sup> at Heritage Park, 5:30 pm.

### "Merry Main Street" & "Parade of Lights"

December 7<sup>th</sup> with a day full of activities in the downtown district leading up to the Carson Valley Chamber of Commerce's Annual Parade of Lights.

*More events and activities coming soon. Dates and details on-line.*



## Main Street Gardnerville Monthly Meeting

### Main Street Board:

3rd Tuesday at 6:00 pm

### Design Committee:

1st Thursday at 5:30 pm

### Economic Restructuring Committee:

2nd Tuesday at 5:15 pm

### Organization Committee:

2nd Tuesday at 9:00 am

### Promotion Committee Meeting:

1st Wednesday at 5:15 pm

*Various sub-committee meetings are also scheduled throughout each month.*

*Meeting dates and times are subject to change.*

*Please call 775.782.8027 for up-to-date information.*

13-12

## Program & Loan Requirements

- Business must be a member of Main Street Gardnerville and located in the Main Street District.
- The interest rate shall be 2%.
- The minimum loan amount shall be \$1,500 and a maximum of \$10,000 but may go to \$50,000.
- The length of the loans shall be no longer than 5-10 years.
- All loan applications are kept confidential and subject to approval by the loan approval committee. *(No Main Street Gardnerville Board Member or Main Street Gardnerville staff will be privy to any personal information.)*
- Job retention/creation should take place within 12 months after money is dispersed from the revolving loan fund.
- For every \$10,000 of revolving loan funds provided, one full or part-time job should be created or retained.



This Business Improvement Revolving Loan Fund made possible through a grant from USDA's Rural Development Program.



United States Department of Agriculture  
Rural Development  
Committed to the future of rural communities



## Business Improvement Revolving Loan Fund



### HOW TO APPLY

To request your application packet or for more information, please contact:



1407 Main Street, Hwy 395 N  
Gardnerville, NV 89410

Phone: 775-782-8027

Fax: 775-782-7135

[www.MainStreetGardnerville.org](http://www.MainStreetGardnerville.org)  
E-mail: [info@mainstreetgardnerville.org](mailto:info@mainstreetgardnerville.org)

# Main Street Gardnerville - Business Improvement Revolving Loan Fund

The Main Street Gardnerville Revolving Loan Fund Program is a major component of Main Street Gardnerville's economic development package and is made available through a grant from the USDA's Rural Development Program.

The fund was established to advance the economic development of Main Street Gardnerville's Historic Downtown District. And to provide financial assistance through low interest loans, to new or existing businesses and building owners.

Expanding job opportunities and building a stronger economic base is a goal of this economic development tool.

Use of the funds is governed by a variety of regulations mandated by Federal Agencies that provided the original grant to create this program.

*Main Street Gardnerville is a non-profit corporation and an equal opportunity provider.*

## Eligible Uses

- Signs and awnings
- Remodeling or rehabilitation of the interior or exterior of a building
- Purchase of additional equipment or fixtures
- Purchase of additional inventory
- Working capital
- Business expansion
- Leveraging with other grants, energy conservation, etc.

## Ineligible Uses

- Refinancing of existing debt of any kind



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

Upon receipt of your packet, your sealed application will be conveyed to Tim Rubald of Rubald and Associates, a consultant we use for confidential matters. Tim will then contact you to further discuss the project to determine if any other documentation is needed.

It will then be turned over to our five member loan committee. This is a group of five financial professionals who handle similar and confidential documents daily.

This is a "blind" and confidential process with only Rubald and Associates knowing specifically who makes up the loan committee.

This further maintains the confidentiality of the process for all parties concerned; you, Main Street Gardnerville, and the individual loan committee members.



# BASQUE PUBLIC MURAL

## Description:

12' x 16' full color Basque-themed mural with Sheepherder, calf, Australian Shepherd and a landscape backdrop of Job's Peak Mountain with sheep grazing in the fields. The composition will be contained within the shape of the state of Nevada.

Mural will be painted on Marine Plywood panels that will be top coated with a protective clear coat as a sealer.

## Materials: \$1000

- ♦ Six 4' x 8' Marine Plywood panels: \$600
- ♦ Artist materials (base coat, mural paint, protective top coat): \$400

## Installation: \$650

- ♦ 2-3 laborers for installation: \$500
- ♦ Scissor lift rental: \$150

## Artist Fee: \$5000\*

Local Artist is Beverly A. Caputo

*\*Applied a \$3000 discount off normal artist fee*



## We have received:

*\$2500 from Wells Fargo,  
\$300 from Minden Fortnightly Club  
\$650 from Tami & Mike Kobold  
\$280 from Volunteer Gala Raffle  
\$3730 Total donated so far*

*\$2920 Needed to complete the project 13-15*

# FREEDOM 5K Fun Run & Walk



and **Yankee Doodle Chalk Artfest**  
July 4, 2013 ★ Heritage Park



**Carson Valley Arts Council,  
Partners East Fork Gallery &  
Carson Valley Lions Club**



Registration—Fun Run/Walk  
\$25 in advance, \$30 day of event  
**Deck yourself out in a patriotic costume  
and show off your American spirit!**

Carson Valley Lions Club will be hosting  
a “Pancake Breakfast” - \$6

**“Yankee Doodle Chalk Artfest”**

hosted by the  
Carson Valley Arts Council  
& East Fork Gallery

Registration fee \$20 in advance



7 am—12 pm, Fun Run starts at 8:30 am



# Family Fun

★ **Event** ★

For more information: 775.782.8027, [www.Gardnerville-NV.gov](http://www.Gardnerville-NV.gov) or [www.MainStreetGardnerville.org](http://www.MainStreetGardnerville.org)

# Heritage Park Gardens Tree Sale

## **Austrian Pine for \$45**

*All sales benefit  
Heritage Park Gardens,  
a local Community Garden*

**Come Pick Your Own!  
Saturday, May 25, 2013  
10 am – 2 pm**

at Heritage Park Gardens or  
by special appointment.  
Available tree sizes: 4' – 6'

Trees are generously donated  
by Genoa Trees

For questions or to purchase tree,  
please contact  
*Carol Sandmeier*  
(cjsandmeier@aol.com) or  
*Paula Lochridge*  
(PLochridge@mainstreetgardnerville.org)  
775.782.8027



Main Street Gardnerville is a non-profit 501(c)(6) corporation and an equal opportunity provider.

**Save the date**



# HERITAGE PARK GARDENS

## 2nd Annual Open House and Plant Swap & Sale

### Saturday, June 1<sup>st</sup>, 10 am – 2 pm

#### PLANTS TO SWAP

Bring up to four plants and take four home

#### PLANTS TO BUY

Good quality at reasonable prices



#### Speakers:

10:15 – *"Edible Perennials"*

Heather Kahabka, Plant It Nursery

11:30 – *"Urban Landscaping with Native Seed"*

Ed Kleiner, Comstock Seed

**"Garden Goodies" for sale**

#### Demonstration Gardens

*Edible Landscaping*

by Douglas County Master Gardeners;

*Native Plants*

by Reno Master Gardeners Native Plant Club

#### Activities:

- Sun Oven Cooking
- Planting Children's Garden Spaces
- Painting Alphabet Garden Rocks
  - Ask a Master Gardener—
- "Tips for Transplanting Success"
  - Square Foot Gardening
  - Making Newspaper Pots

For further information, please contact  
Carol Sandmeier at [cisandmeier@aol.com](mailto:cisandmeier@aol.com) or Main Street Gardnerville at (775)782-8027.

Proceeds from the event are used to send the 10-member honor guard to Washington, D.C., to participate in activities related to the national peace officers memorial.

The honor guard participates in funerals and parades, and will travel to funerals for officers killed in the line of duty within a 400-mile radius of Douglas County.

Members pay their own expenses.

## HONOR GUARD MEMBERS

Sgt. Will Lynch, officer in charge

Deputy Rick Sousa

Deputy Dean Kumagai.

Deputy Nathan Almeida

Deputy John Meyer

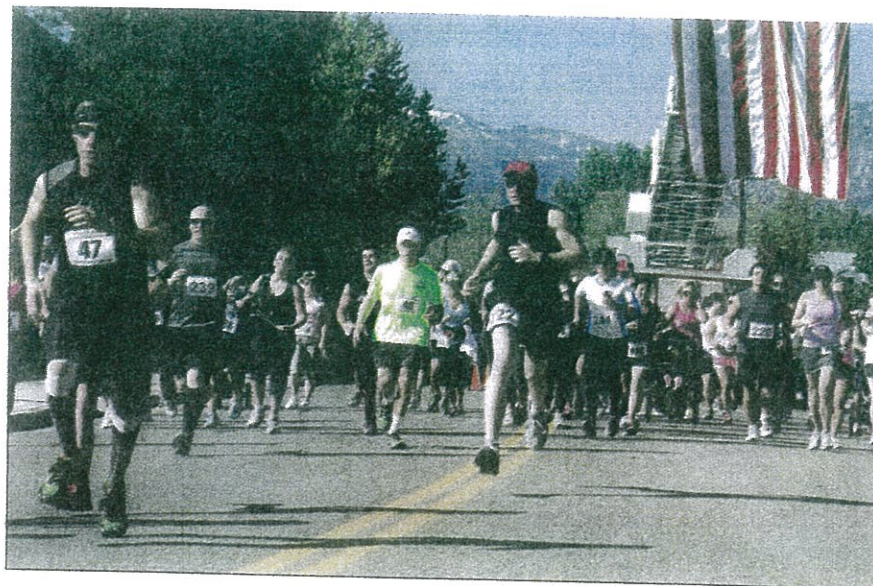
Deputy Kevin Karosich

Deputy Leland Love

Deputy Joanne Summers

Deputy George Schramm

Investigator Nadine Chrzanowski



Runners take off from the starting line from the Douglas County Sheriff's Office H

# Plant swap and sale benefits Heritage Park Gardens

## Staff Reports

The second annual plant swap and sale will kick off the summer at the Heritage Park Gardens 10 a.m. to 2 p.m. June 1

Bring up to four plants to swap, plus there will be plants for sale, pass along plants that are free to a good home, and some Austrian Pine trees donated by Genoa Trees. The trees will be sold for \$45 to raise money to continue the development of the gardens. In addition, one of Ken Miller's handcrafted birdhouses will be raffled off by the end of the day.

At 10:15 a.m. Heather Kahabka of Plant It Nursery will present on "Edible Perennials," followed by Ed Kleiner of Comstock Seed at 11:30 a.m. on "Urban Landscaping with Native Seed."

An "Ask a Master Gardener" table will be staffed by Jocelyn and Don Helling to offer "Tips for Transplanting Success."

There will be activities for the whole family. Kids can plant a square in the children's garden bed, paint alphabet rocks, and make newspaper pots to



One of Ken Miller's handcrafted birdhouses will be raffled off at the plant swap.

SPECIAL TO THE R-C

start seedlings in. Plus, there will be sun oven cooking and planted beds demonstrating Square Foot gardening, Native Plants, and Edible Landscaping ideas.

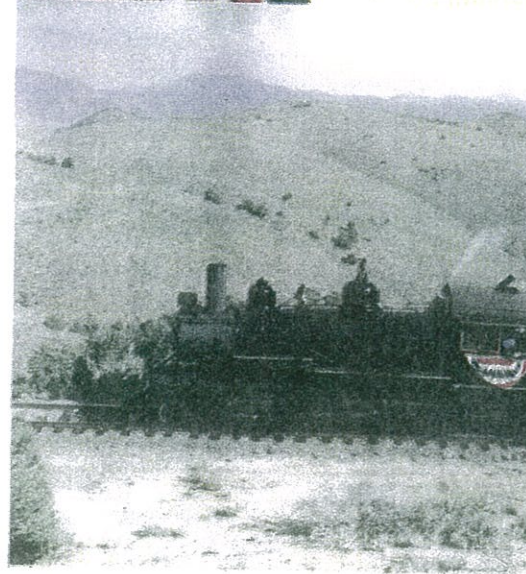
Heritage Park Gardens, located off Gilman and just east of Heritage Park,

is a community garden project of Main Street Gardnerville, in cooperation with the Town of Gardnerville.

For more information, contact Carol Sandmeier at [cjsandmeier@aol.com](mailto:cjsandmeier@aol.com) or Paula Lochridge at 782-8027. 13-19



We create



## OPENING WEEKEND MAY 25 & 26

Be one of the first to catch the V&T 2013 from Carson City to Virginia

Repeat the photo ops (sometimes wild horses) any weekend through October 20. For a quicker trip, it's season opening for the Virginia City-Gold Hill runs, too, where the Comstock bonanza began.

Get your tickets and details today [vtrailway.com](http://vtrailway.com) • 877.724.5007

V&T Railroad used by permission

# Thirsty Third Thursdays



*Walk the Main Street District and see what you've been missing!*

*Wine Walks*



Featured wines will be poured by some of our participating businesses this season:

**May 16th**

Napa Valley/Sonoma County

**June 20th**

Columbia Gorge – Washington/Oregon

**July 18th**

Central Coast – Paso Robles/Cambria

**August 15th**

Australia/New Zealand

**September 19th**

Northern NV/Northern CA Churchill/  
El Dorado/Nevada City

Money raised will help fund the revitalization efforts in the Main Street District

Cost: \$5 for a Commemorative Wine Glass then just \$10 to register at each wine walk. This year's wine glass can be used at **ALL** future wine walks

Two Registration Booths located at  
Town of Gardnerville Offices,  
1407 Main Street  
Stratton Center North near  
Big Daddy's Bike Shop, 1546 Hwy 395

Registration Booths open  
4:30–7:00 pm on each day of event.  
Wine walk ends at 7:30 pm.



MainStreetGardnerville.org

775.782.8027



ID Cards will be checked so please bring one with you. Please drink responsibly.

All registered wine walkers will be entered into monthly drawings to win Gift Certificates and VIP passes to future wine walks.

Main Street Gardnerville is a nonprofit corporation and an equal opportunity provider.



**Press Release: Volunteers Needed... "Let's Sweep the Town"**

**Release Date: Immediate Release as of May 3, 2013**

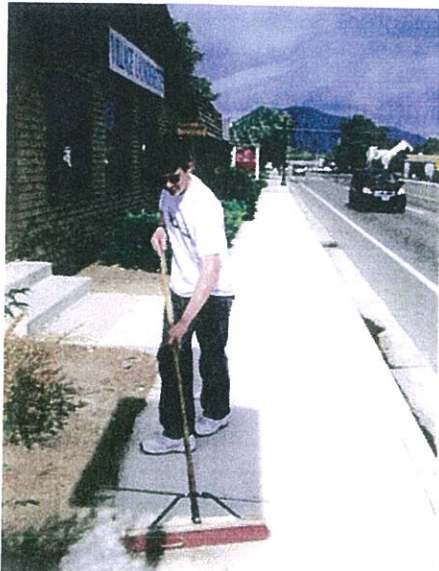
**Contact: Carol Louthan, Town Office Manager and Paula Lochridge, Main Street Program Manager**

**Phone: 775.782.8027**

**E-Mail: [clouthan@co.douglas.nv.us](mailto:clouthan@co.douglas.nv.us) or [plochridge@mainstreetgardnerville.org](mailto:plochridge@mainstreetgardnerville.org)**

The Town of Gardnerville and the Main Street Gardnerville program will be hosting a "Let's Sweep the Town" work day on Saturday, May 11<sup>th</sup> from 8:30 am until noon and you can be a part of it.

Work teams, including volunteers from the Minden Rotary Club, will be freshening up the downtown by weeding and sweeping various areas. If time allows and there are enough volunteers, some other projects may include painting and working in the Heritage Park Gardens.



Friends of downtown are invited to meet at the Town Hall at 8:30 am, May 11<sup>th</sup>, 1407 Hwy 395, and join in a morning of light work and networking. Refreshments will be available.

Some equipment will be provided, however, bringing your own gloves and broom is ideal to ensure that we have enough to go around.

If you can volunteer in this effort, please let us know in advance by contacting the office at 775.782.8027. Thank you.

# RENO • TAHOE

SPRING 2013 \$5.95

## INCLUDING CARSON



### FAMILY FUN ISSUE

10+ ADVENTURES  
THE WHOLE FAMILY  
CAN ENJOY

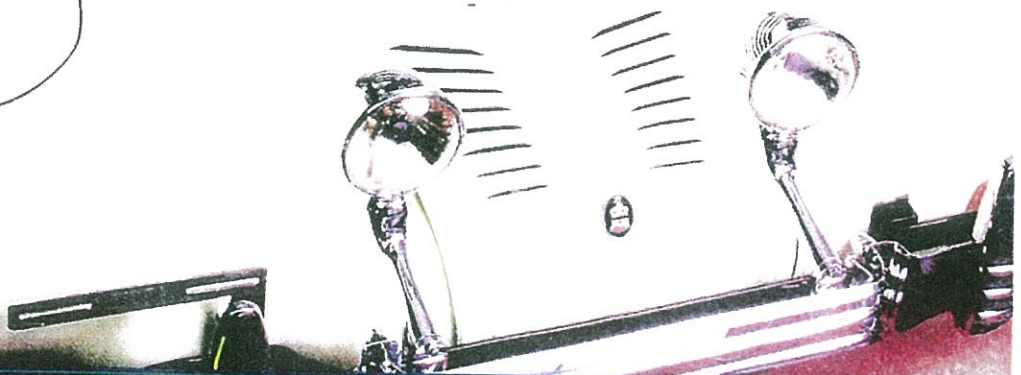
### BEERS + BITE

9 BEST BREWERIES IN THE RENO/TAHOE AREA  
10 RESTAURANTS WITH THE BEST VIEW

### GET OUT AND HAVE FUN

GOLF LIKE A PRO + HIKE & RELAX  
EXPERIENCE THE RENO RIVERWALK  
A BIRDS EYE VIEW OF LAKE TAHOE  
THE BEST PLACES TO UNPLUG & RECHARGE

PHOTO: MATT MORNING



YOUR LOCAL INTERACTIVE GUIDE TO ALL THINGS RENO/TAHOE: MAPS, LISTINGS, ARTICLES AND MORE.

13-22



# MAIN STREET Gardnerville

NEVADA



Fine European Specialties in a  
Gallery Setting. Open from 6.30am  
Located Street-side at:

**The Historian Inn**  
1427 Main Street  
Gardnerville, NV  
[www.marketcafeonline.com](http://www.marketcafeonline.com)  
(775) 392-2401

## Quail Cottage

"Quality Vintage and Antique Treasures  
in a Comfortable Cottage Setting."

1459 Main Street  
Gardnerville, NV  
[www.quailcottageantiques.com/antiques](http://www.quailcottageantiques.com/antiques)  
(775) 392-3033



## Especially For You

"Especially For You, the latest trends in  
fashion and accessories."

1218 Eddy Street  
Gardnerville, NV  
[www.efy-online.com](http://www.efy-online.com)  
(775) 782-1966



## Lentines

We don't serve your average Italian food.  
It's a recipe for what Italian can be. We  
pay attention to the big things: Fresh  
ingredients. Unique style. You'll get  
delicious Italian food with more flavor,  
every single time. It's what we do.

1488 Main Street  
Gardnerville, NV  
[www.lentinesitalianrestaurant.com](http://www.lentinesitalianrestaurant.com)  
(775) 782-3777



## Rack'd Clothing Exchange

"We are a fashion forward, trendy, fun  
place to shop. We buy and sell gently  
used, and new quality garments, handbags  
& accessories."

1544 Main Street, Suite #4  
Gardnerville, NV  
[www.rackdclothingexchange.com](http://www.rackdclothingexchange.com)  
(775) 782-1183



## Cheshire Antiques

Voted best Antique Store in Carson  
Valley, over 12,000' of showroom."

1423 Main Street  
Gardnerville, NV  
[www.cheshireantiques.com](http://www.cheshireantiques.com)  
(775) 782-9117



## Miner Chiropractic

"Specializing in the Sports Medicine and  
Rehabilitation for over 30 years in Lake  
Tahoe and the Carson Valley."

1540 Main Street #3  
Gardnerville, NV  
(775) 782-7166



## Abby Jo's Café Girasole

"Proudly serving delicious Panini,  
wraps, salads and soup!"

1483 Main Street, Suite A  
Gardnerville, NV  
[www.facebook.com/AbbyJosCafeGirasole](http://www.facebook.com/AbbyJosCafeGirasole)  
(775) 782-3314

Welcome to

# MAIN ST

Gardnerville, Nevada

## Thirsty 3<sup>rd</sup> Thursday WINE WALKS

May 16th  
June 20th  
July 18th  
Aug 15th  
Sept 19th

## MOVIES IN THE PARK

June 14th  
July 5th  
July 26th  
Aug 9th

18-23

# RENO-TAHOE

In-Room Distribution FALL 2012

## South Lake Tahoe

	Type	Rooms	# of Travelers
The Ridge Tahoe*	TS	800	12000
Harvey's	C	742	13368
Horizon Casino Resort	C	538	8599
Harrah's	C	532	9585
Marriott Timber Lodge*	TS	473	5595
Montbleu Resort Casino & Spa*	C	436	7270
Lake Tahoe Vacation Resort	TS	364	5148
Marriott Grand Residence*	TS	350	4545
Lake Tahoe Accommodations	VH	300	7380
Tahoe Keys Resort	VH	260	4446
Beach Retreat & Lodge	H	262	3465
Lakeland Village Resort	TS	225	2247
Tahoe Seasons Resort*	TS	183	1882
Tahoe Beach and Ski	TS	140	1452
Lakeside Inn and Casino*	C	124	1497
Quality Inn & Suites	H	120	1334
Forest Suites Resort	H	119	1902
Roadway Inn	H	117	1525
Park Tahoe Inn	H	116	1594
Inn By The Lake	H	100	1104
Accommodation Station	VH	100	2304
Best Western Station House	H	98	1166
Stardust Vacation Club	TS	85	1038
Buckingham Properties	VH	80	2045
Americana Vacation Club	TS	74	846
Big Pines	H	73	1154
3 Peaks Resort and Beach Club	H	64	1111
Blue Jay Lodge	H	64	1178
America's Best Value Inn	H	63	705
Blue Lake Inn	H	61	758
Econolodge	H	60	1173
Howard Johnson	H	59	584
The Eagles Nest (Tahoe Ridge)	H	58	867
968 Park Spa Resort	H	57	795
Fantasy Inn	H	52	698
Camp Richardson	H	52	628
Days Inn	H	42	483
Green Lantern	H	36	437
Travel Inn	H	37	394
Alpine Inn & Spa	H	36	669
Ridge Sierra	H	36	646
A+ Lake Tahoe Inn	H	33	329
World Class Properties	H	31	357
Budget Inn	H	30	276
Zephyr Cove	H	28	348
The Lodge Tahoe	H	26	457
Capri Motel	H	25	345
Alder Inn	H	24	199
Royal Aloha Vacation Club	TS	23	394
Secrets Inn	H	22	373
Pine Cone Acre Inn	H	21	266
Avalon Lodge	H	21	262
Tahoe Valley Lodge	H	19	126
Alpenrose Inn	H	18	331
Heavenly Inn	H	16	221
Deerfield Lodge	H	12	138
Heavenly Valley Lodge	H	11	127
Fireside Lodge	H	9	186
Visitors Center	VC	-	-
<b>TOTAL TRAVELERS</b>		<b>7963</b>	<b>118832</b>

## Reno/Sparks

	Type	Rooms	# of Travelers
Grand Sierra Resort	C	2000	34193
Circus Circus	C	1571	28906
Harrahs Reno	C	928	14941
Sands Casino	C	860	9626
Best Western Airport Plaza	H	267	4196
Ramada	H	240	2999
Holiday Inn Sparks	H	220	2294
Super 8 Meadowood	H	155	1200
Days Inn	H	136	1365
Aloha Inn Sparks	H	132	1771
Vagabond Inn	H	130	1056
La Quinta Inns & Suites	H	130	1914
Baymont Inn	H	118	1674
Marriott Courtyard	H	117	2153
Thunderbird Resort Club Reno	H	112	1743
Hawthorn Inn	H	108	1366
Quality Inn South	H	103	1145
Homewood Suites Reno	H	96	1619
Holiday Inn Express Reno	H	90	1546
Staybridge Suites	H	94	1456
Fairfield Inn and Suites Sparks	H	86	1316
Hampton Inn & Suites	H	85	1597
Comfort Inn and Suites	H	59	746
<b>TOTAL Travelers</b>		<b>7841</b>	<b>120343</b>

## Carson City, Carson Valley

	Type	Rooms	# of Travelers
Carson Valley Inn	C	227	4177
David Walleys Resort	TS	211	2622
The Plaza Hotel	H	168	1633
Court Yard by Marriott	H	90	1480
Carson Station	C	91	1151
Holiday Inn Express Carson City	H	85	1036
Hampton Inn & Suites	H	85	1295
Holiday Inn Express Minden	H	81	1141
Quality Inn - Trail Side Inn	H	67	822
Silverland Inn & Suites	H	67	668
Super 8	H	63	714
Hardman House	H	62	570
Days Inn Carson City	H	61	561
America's Best Value Inn	TS	58	398
Sorensons Resort	H	36	524
The Westerner	H	25	286
Mill House Motel	H	24	152
The Historian Inn	H	36	376
Sierra Motel	H	19	280
The Vintage Valley Motel	H	15	147
Visitors Center Carson Valley	VC	-	-
<b>TOTAL Travelers</b>		<b>1570</b>	<b>20032</b>

## North Lake Tahoe

	Type	Rooms	# of Travelers
Tahoe Tavern Properties	VR	80	1008
Tahoe Inn	H	80	874
Tahoe Marina Lodge	H	27	267
Tahoe Chaparral	VR	21	428
North Lake Lodges and Villas	VR	11	224
Incline Visitors Authority	VC	-	-
North Lake Tahoe Visitors Center	VC	-	-
<b>TOTAL Travelers</b>		<b>279</b>	<b>2802</b>

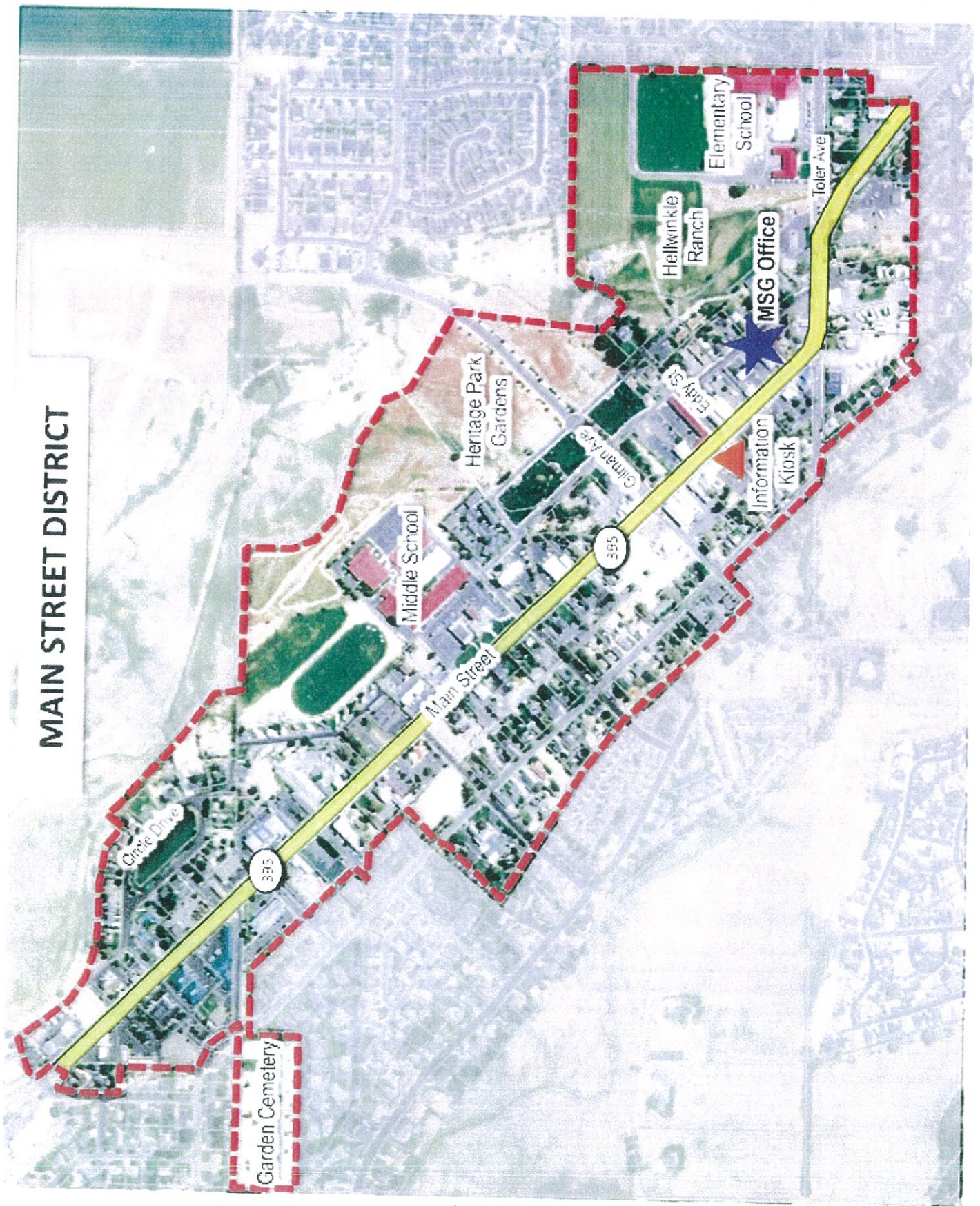
- Reno Tahoe Magazine is in over 17,000 Hotel Rooms in the Reno/Tahoe area.
- Reaching Over 260,000 Travelers Per Month
- Reaching Over 3.1 Million Travelers in the Reno/Tahoe Area Per Year

Total # of ROOMS:  
Total # of TRAVELERS:

17593  
262509

13-24

# MAIN STREET DISTRICT





## Main Street Gardnerville

*continues with its*

## **"Cash Mob"**

### *Economic Stimulus Campaign*

A **"Cash Mob"** is a new movement aimed at supporting local businesses and rebuilding communities. **"Cash Mobbers"** join together and commit to spending \$10-20 at a predetermined local business.

The next **"Cash Mob"** will take place **Saturday, June 1st** at **Just2Spoiled Spa & Baby Boutique**,  
1492 Main Street, Suite #105 in Gardnerville (*near Woodett's Diner*).

Show up anytime during **Just2Spoiled's** regular business hours  
**10 am – 4:00 pm** on **June 1st** and commit to investing  
\$10-20 back into our local economy. While you're "mobbing" **Just2Spoiled**,  
be sure to sign up to win a free spa express treatment.

The **Just2Spoiled Spa & Boutique** was established in the fall of 2011. The boutique specializes in custom baby nursery bedding, clothing & accessories. A variety of unique gift items are available at very reasonable prices. The spa is a wonderful facility of its own! There is a relaxing spacious massage room for special therapeutic treatments including deep tissue, aromatherapy, hot stones & much more! There is also a lovely facial room for skin care, facials, waxing & body treatments. Stop by to visit us & we will personally give you a private tour! All spa treatments are by appointment 7 days a week. The boutique hours are Tuesday thru Saturday 10am-4pm daily.

### **Join our Facebook Group at "Main Street Gardnerville Cash Mob"**

*According to the American independent Business Alliance,  
when a consumer spends \$100 in a locally owned business,  
\$45 of it stays in the community. When that same \$100 is  
spent in a national chain store, only \$13 stays local.*

Main Street Gardnerville

Ph: 775.782.8027

1407 Main Street (Hwy 395 N), Gardnerville, NV 89410

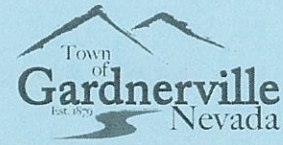
Fax: 775.782.7135

[www.MainStreetGardnerville.org](http://www.MainStreetGardnerville.org)

*Main Street Gardnerville is a 501c6 corporation and an equal opportunity provider.*

13-26

Gardnerville Town Board  
AGENDA ACTION SHEET



1. **For Possible Action:** Presentation and discussion on the revised flood analysis and channel construction on the 7.43 acres acquired from the Hellwinkel Ranch, for the revised flood channel and pedestrian trail plans located between Toler Ave to the Chichester detention pond on APN: 1320-33-402-080. The pedestrian trail and channel contains a portion of the project funding through the State Lands Question 1 funding. The town board will discuss the options to proceed with the construction of the plans as designed or discuss alternative options. Presentation by Denton Peters, P.E., NHC, with public comment prior to board action.
2. **Recommended Motion:** Motion to direct staff to continue with the project as presented (or modified during the boards discussion), update the question 1 grant, submit the design plans to various agencies and to proceed with the channel and pedestrian project to the bid stage.

Funds Available: ☒ Yes ☐ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** 45 minutes

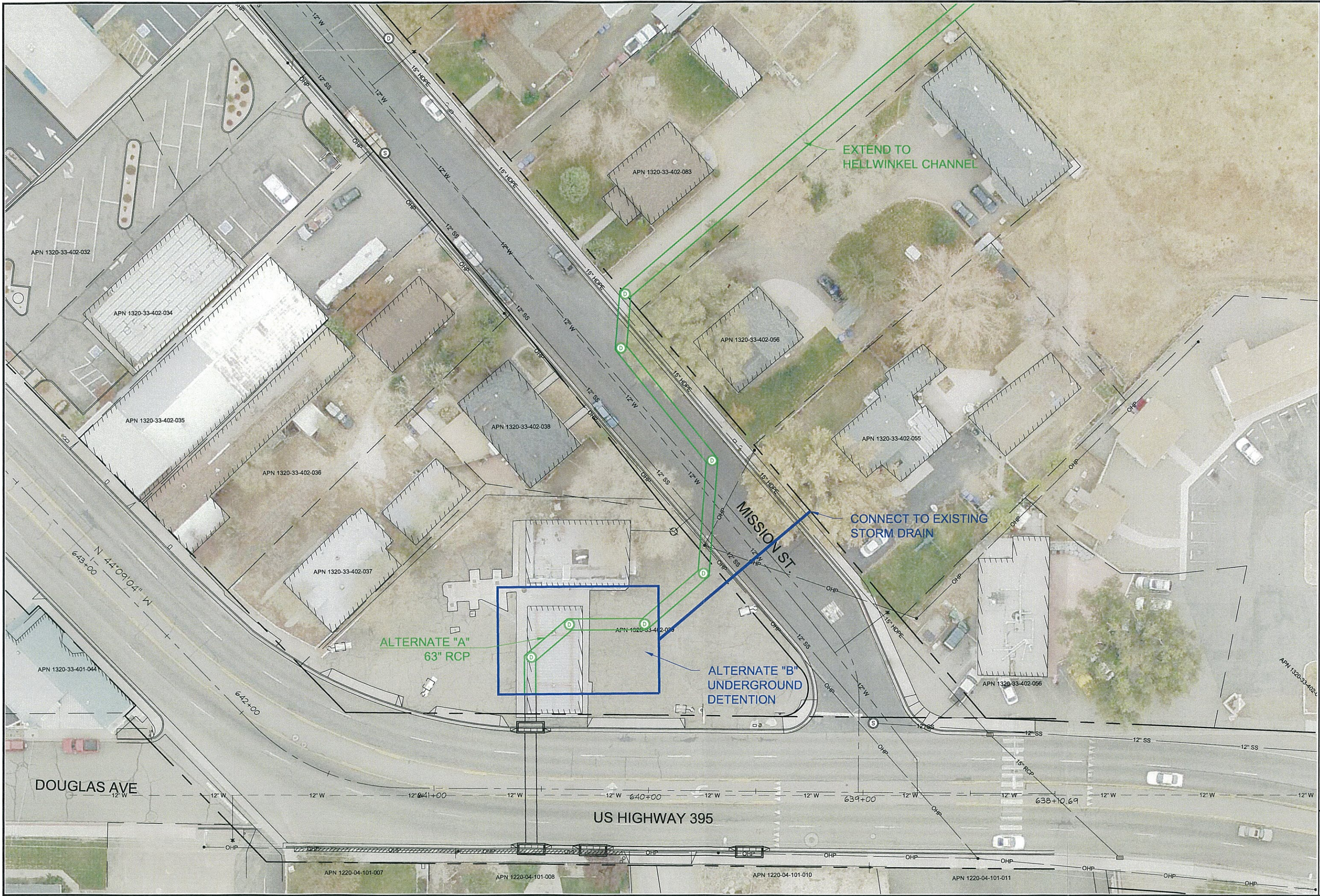
5. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:** The town purchased the 7.43 acre Hellwinkel property for the use of a flood control channel and pedestrian path from the Chichester detention pond to Toler Ave. NHC was contracted to study the design options and prepare improvement plans for that design which will be constructed during the irrigation off season. The channel will not help as much as previously thought and a cheaper construction option is available to pursue now, and do further more expensive construction when funding becomes available to increase the existing culvert size under Highway 395 or possibly when Eagle Gas storm drainage improvements are able to be constructed. In the meantime the work being proposed and presented to the Board will allow for this future work to occur and provide alternative drainage options for future development and improvement to the existing Highway 395 drainage problem at the town's "S" curve. See additional background information below.

6. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

7. **Board Action:**

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued



REVISIONS		SCALE: 1" = 40'	
NO.	DESCRIPTION	DATE	BY

DESIGN: JSP	DATE: 2/15/2013
DRAWN: JSP	
CHECKED: TAD	
APPROVED: TAD	

1407 Highway 395 N  
Gardnerville, NV 89410  
P: 775.782.7134  
F: 775.782.7135  
www.gardnerville-nv.gov

**Town of Gardnerville Nevada**  
EST. 1979

**GARDNERVILLE MAIN STREET GATEWAY**

**ALTERNATES FOR DRAINAGE TO CREATE DRY LANE**

GARDNERVILLE, NV

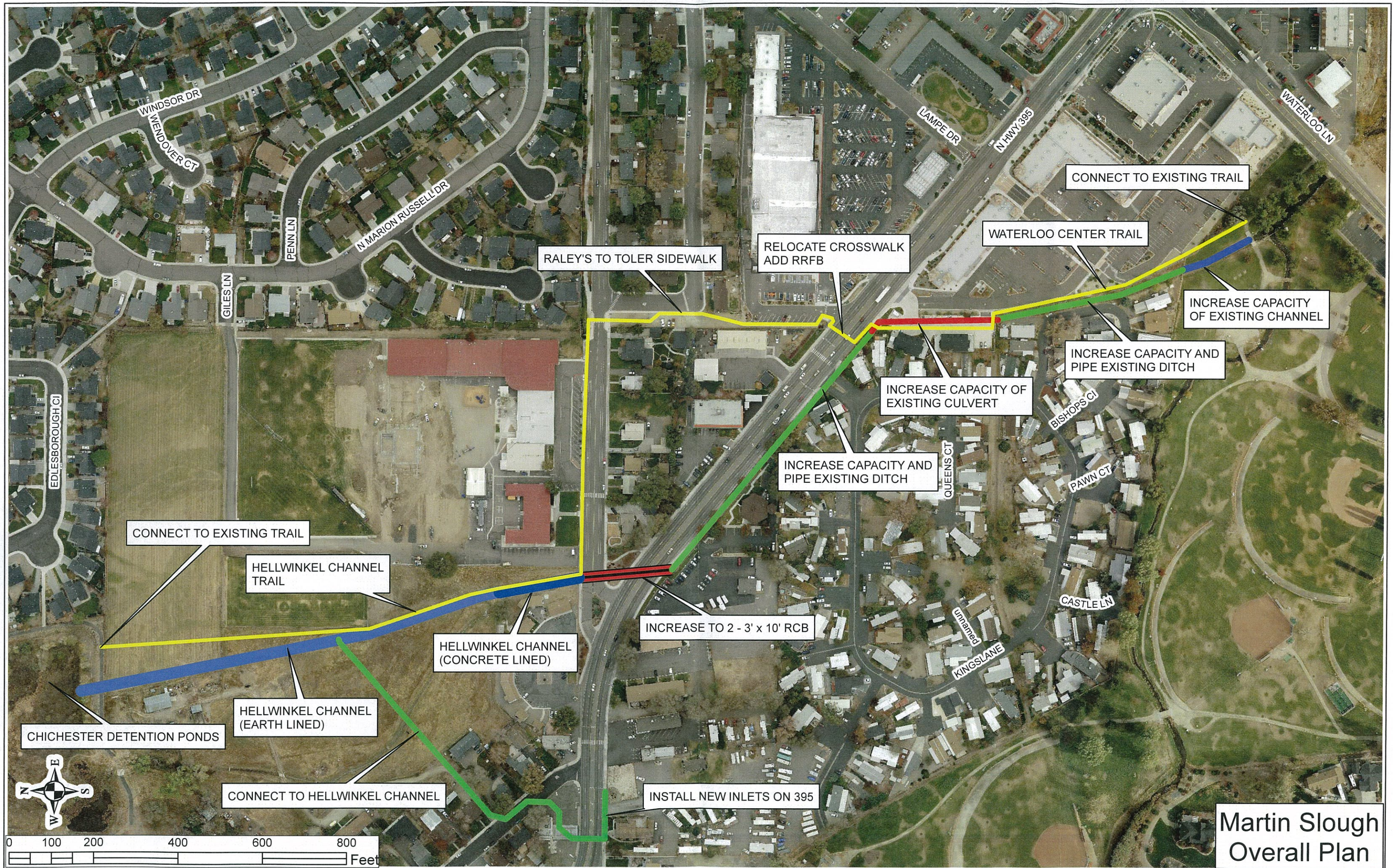
DRAWING TITLE

PROJECT TITLE

LOCATION

SHEET NO.

C-04



Martin Slough  
Overall Plan

14-4

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **For Possible Action:** Discussion on Resolution 2013-03 amending Section 18.06.100 of the Douglas County Code relating to garbage and trash collection with the Town of Gardnerville; providing for deletion of existing language inconsistent with the current Town of Gardnerville Health and Sanitation Department practices and procedures; and providing additional language consistent with the Town of Gardnerville Health and Sanitation Department practices and procedures; and providing other matters properly relating thereto, with public comment prior to board action.

2. **Recommended Motion:** Approve Resolution 2013-03 amending Section 18.06.100 of the Douglas County Code relating to garbage and trash collection within the Town of Gardnerville. Also, approve an ordinance to be submitted to the Douglas County Board of Commissioners amending Douglas County Code Section 18.06.100

Funds Available: ☒ Yes ☐ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** June 4, 2013 **Time Requested:** 10 minutes

5. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:** See attached resolution and ordinance.

6. **Other Agency Review of Action:** ☒ Douglas County ☐ N/A

7. **Board Action:**

☐ Approved

☐ Denied

☐ Approved with Modifications

☐ Continued

18.06.100 Garbage and trash collection

A. Residential.

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

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

3. There is max of two ~~no limit on the number of~~ roll-out carts that will be provided and additional carts will be charged at the standard quarterly rate as set by the board. These carts ~~which~~ may be used by a single family ~~residential unit~~, provided that all garbage in those containers is contained within each container, lid closed, and originates at that residential unit. A residence that is also serving a commercial use may not use any additional container without the prior written approval of the Town of Gardnerville.

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

B. Commercial.

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

2. The town will provide two cubic yard dumpsters for commercial customers on request. The town will own and maintain such dumpsters. ~~Alternatively, the customer may provide its own dumpster which meets or exceeds town standards. Commercial customers providing~~

~~dumpsters must maintain these and must immediately make repairs to their dumpster when requested to do so by the town.~~ Collection will be made on an "as required" basis.

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

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

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

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

#### C. Rates.

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

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

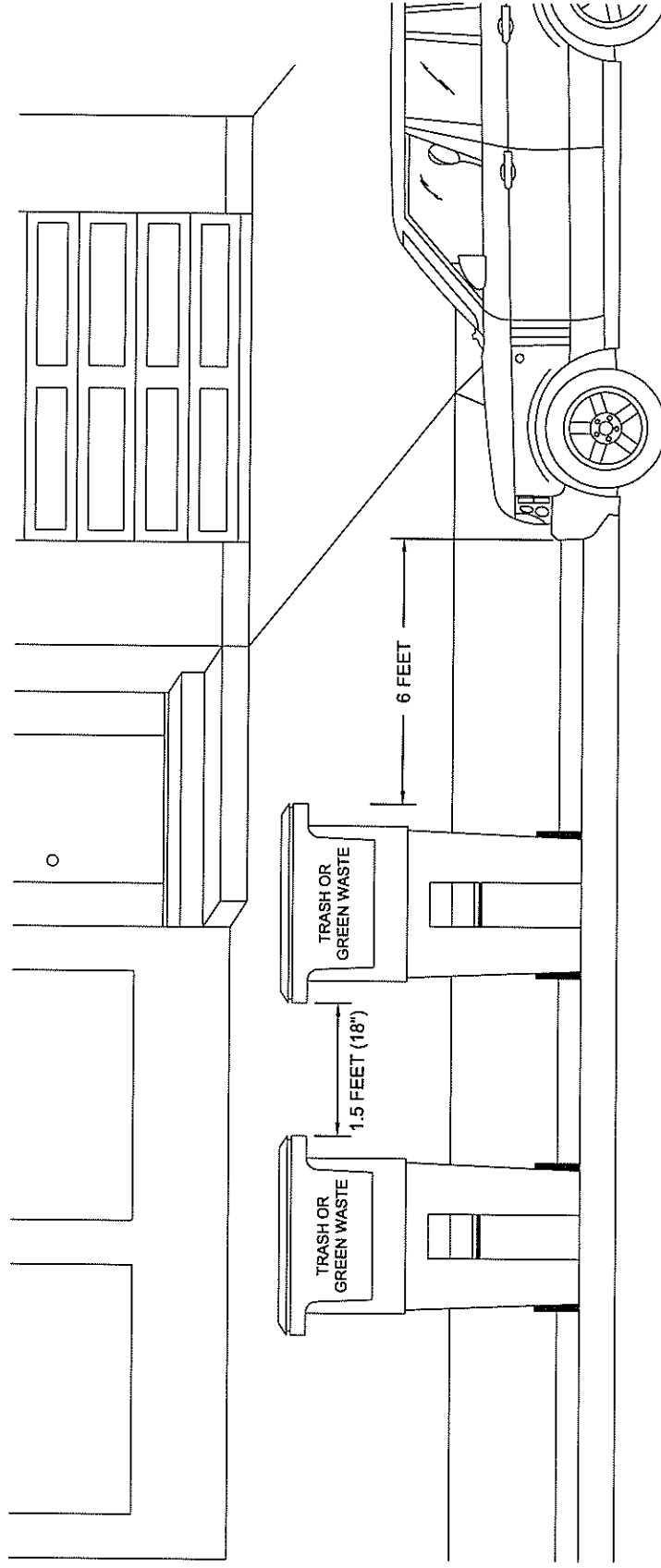
3. All revenues shall be placed in the trash enterprise fund and used solely for indirect and direct costs related to the fund.

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

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


# CURBSIDE CAN LOCATION

CAN MUST BE CURBSIDE AT 5:30 AM ON DAY OF SERVICE.



CAN MUST HAVE 1.5 FEET (18") CLEARANCE ON ALL SIDES.

CAN MUST BE 6 FEET FROM VEHICLES, BOATS, RVs, & TRAILERS.

	<div data-bbox="1299 115 1347 1680">SECTION:</div> <div data-bbox="1347 115 1437 1680"> <div data-bbox="1364 850 1421 1260">GARDNERVILLE</div> <div data-bbox="1421 703 1485 1407">TRASH CAN PLACEMENT</div> </div> <div data-bbox="1437 115 1510 1680"> <div data-bbox="1437 115 1485 409">DATE: 5/2/2013</div> <div data-bbox="1485 115 1510 409">DWG: TOG-H&amp;S</div> </div>
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RESOLUTION 2013R-03

RESOLUTION OF THE GARDNERVILLE TOWN BOARD REQUESTING A MODIFICATION TO DOUGLAS COUNTY CODE 18.06.100 "GARBAGE AND TRASH COLLECTION" TO AMEND THE EXISTING PROVISIONS OF THE DOUGLAS COUNTY CODE FOUND IN CHAPTER 18.06 "GARDNERVILLE" TO ESTABLISH THE TOWN'S REQUIREMENT OF A MAXIMUM OF TWO TRASH CANS AND TWO GREENWASTE CANS PER HOUSEHOLD; TOGETHER WITH OTHER PROPERLY RELATED MATTERS.

WHEREAS, the Gardnerville Town Board (hereinafter "Board") has elected to amend the language of its enabling ordinance, Douglas County Code ("DCC") Chapter 18.06 to be more cost effective; and

WHEREAS, the Board intends to implement the amendment to trash collection services as of 1 September, 2013; and

WHEREAS, the enabling ordinance enacted by the Douglas County Commission ("Commission"), Chapter 18.06.100 et. seq. "Gardnerville," now provides in Section 18.06.100 language which is not cost effective. The Board finds and determines that provisions of the Douglas County Code relating to the Town of Gardnerville's garbage and trash collection service require amendment.

NOW, THEREFORE, BE IT RESOLVED, as set forth herein:


1. That the Town Board of Gardnerville has determined during and at a public hearing duly noticed and properly conducted in accordance with Nevada's Open Meeting Law, NRS 241, to request the Commission to amend DCC 18.06.100 relating to limitations on the number of trash containers, and add further requirements for trash cart or dumpster enclosures.
2. The garbage and trash collection service of the Gardnerville Health & Sanitation Department is currently governed by DCC 18.06.100. The existing provisions of the DCC do not set forth requirements of the Gardnerville Health & Sanitation Department relating to the limitations as to the number of containers a resident/customer may use (two trash and two greenwaste) at the current rate, nor that any additional roll out carts provided to a resident/customer shall be charged an additional fee at the current rate.
3. The Board has reviewed and approved an amendment to sections of DCC 18.06.100 "Garbage and Trash Collection" set forth in the proposed draft Douglas County Ordinance, which is attached to this resolution, and incorporated within this resolution as though set forth in full.
4. The Town Board requests that the Douglas County Commission amend the current provisions of DCC 18.06.100 as such amendments are set forth in the attached and proposed amendment to the DCC.
5. The Board finds that all interested parties choosing to do so have submitted data, views or arguments in writing, either prior to or at the public hearing. The Board finds that all interested parties desiring to do so have submitted data, views or arguments orally at the hearing. The hearing conducted to review, discuss and approve this resolution was on 4 June 2013.


6. This resolution shall be effective upon passage and approval by the Board.

ADOPTED THIS 4th day of June, 2013 by the following vote:

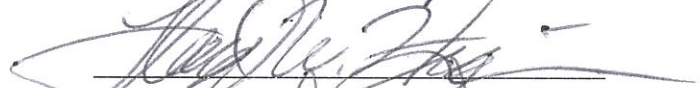
GARDNERVILLE TOWN BOARD MEMBERS:

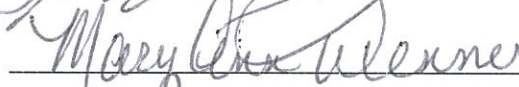
AYES:











NAYS:

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

ATTEST:



Tom Dallaire, Town Manager

APPROVED AS TO FORM AND CONTENT:



Michael Smiley Rowe, Esq.  
Gardnerville Town Counsel

Gardnerville Town Board  
AGENDA ACTION SHEET



1. **For Possible Action:** Discussion and direction on the conditions of the development agreement for the Aspen Mobile Home Park development and accompanying conditions of approval by the Town of Gardnerville, provided in the town's letter to the county, dated March 15, 1993 and accompanying conditions of approval from Vasey Engineering on November 30, 1992, with public comment prior to Board action.
2. **Recommended Motion:** Motion based on board and staff discussion and public comment.

Funds Available: ☐ Yes ☒ N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** May 7, 2013 **Time Requested:** 20 minutes

5. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:**

Plans were reviewed by the town starting in October 1992.

1993 county has provided a conditional approval.

1994 a development agreement was signed between the county and developer

2000 the development agreement was revised based on the town, NDOT and county partnering with the developers and adjacent property owners to improve and widen state route 756. The 1994 development agreement, which was amended under document number 0506561, approved by the county commissioners at the December 7<sup>th</sup>, 2000 meeting, and the agreement is still active today. The county is seeking closure on this 20 year old project.

2001 NDOT determined that they were pulling out of the project leaving a difficult situation behind.

Even today, we have asked NDOT to help fund the widening of the Cottonwood slough bridge and the county has asked them several times to help add a pedestrian path to the bridge at the Carson River.

The required improvements per the modified agreement have been met and the county is pursuing the agreement's closure. There is some interest from the developer to add sidewalk along the frontage of their property to the southerly boundary of the original Aspen Park complex, and staff will be meeting with Aspen Park early next month.

See the attached sheets for additional information:

6. **Other Agency Review of Action:** ☒ Douglas County ☐ N/A

7. **Board Action:**

☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued

NF  
Comm Dev  
Tanner Perry

APPROVED DEC. 7, 2000 COMMISSIONERS MEETING

ORDINANCE NO. 2000-949

2001.005

**The First Amendment to the  
Development Agreement for  
Aspen Mobile Home Park**

'01 JAN -9 P4:28

BARBARA L. TILD  
BY *[Signature]* DEPUTY

This first amendment to the development agreement is made and entered into this 7TH day of DECEMBER 2000, by Douglas County, a political subdivision of the State of Nevada ("County"), and Aspen Park Partnership ("Owner") on the project commonly known as Aspen Mobile Home Park.

**Recitals**

This first amendment to Aspen Mobile Home Park development agreement is made with reference to the following facts and objectives:

1. The Owner and the County entered into a development agreement for Aspen Park Mobile Home Park that was approved on January 19, 1995, to be effective February 8, 1995, and was recorded at book 0295 page 3236 as document 356647.
2. This amendment is sought based on various factors, including the Owner entering into a separate cost-sharing improvement agreement with the Town of Gardnerville for off-site improvements along State Route 756 (recorded at book 0597 page 0112 as document 0411696), as well as difficulty in constructing these off-site improvements separate and apart from reconstruction of State Route 756, which is a planned project by the Nevada Department of Transportation and the Town of Gardnerville.
3. The Owner also seeks to clarify the use of the single family site built home located at the entrance to Aspen Park Unit 2. The Owner desires to remove this house and make it available as leased tenant space for a manufactured home as part of Aspen Park Unit 2.

The parties, based on the conditions and promises contained in this agreement, agree to this amendment consisting of adding section 3.3, inserting the following language to change section 4.1 of the original agreement, and deleting section 4.4.1:

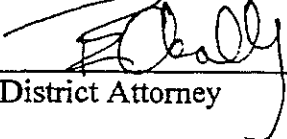
3.3 Conversion of existing site-built home: The Owner may remove the existing house,

described as the manager's quarters, located at the entrance to Aspen Park (1374 Centerville Lane) and replace it with a single manufactured housing dwelling to function as a leased tenant space within the Aspen Mobile Home Park Planned Unit Development. This would bring the total approved leased space count from 138 spaces to 139 spaces and eliminates the separate manager's quarters.

4.1.1 (D.) ~~A standard curb, gutter and sidewalk will be installed north of the Cottonwood Slough bridge to the end of the existing sidewalk. A pedestrian bridge will be constructed over the Cottonwood Slough and a~~ A meandering five foot wide concrete sidewalk with landscaping will be constructed from the pedestrian bridge to the south property line of the existing park within the private property in Unit Two of Aspen Park along the S.R. 756 road frontage. The Owner shall comply with the terms of that certain agreement known as the Future Improvement Cost Contribution Agreement entered into between the Owner and the Town of Gardnerville (recorded at book 0597 page 0112 as document 0411696). An access easement for the meandering walk will be provided along with an agreement for the maintenance of the walk on the private property; and,

4.4.1. Mobile home mitigation fee. This section is deleted.


Approved as to form:

  
District Attorney

  
Owner


Approved as to Content:

  
Community Development Director

  
BERNARD CURTIS, VICE-CHAIRMAN  
Board of County Commissioners

Attest:

  
Barbara J. Reed, Clerk

BY: , DEPUTY

Dated: 12-8-2000

UNOFFICIAL DOCUMENT

REQUESTED BY  
**DOUGLAS COUNTY**  
IN OFFICIAL RECORDS OF  
DOUGLAS CO., NEVADA

2001 JAN 10 AM 11:32

LINDA SLATER  
RECORDER

050656128030

BK 0101 PG 1590

\$ 0 PAID K2 DEPUTY

**CERTIFIED COPY**

The document to which this certificate is attached is a full, true and correct copy of the original on file and on record in my office.

DATE: January 10, 2001  
B. K. B. Clerk of the 9th Judicial District Court  
of the State of Nevada, in and for the County of Douglas.

By [Signature] Deputy

**SEAL**

Gardnerville Town Board Meeting  
Minutes 10/5/2000  
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Mr. Orr (speaking to Jennifer Roman) said they are used to seeing a recommendation come that engineering says to approve a project with these conditions and nine times out of ten the applicant has seen what those conditions are prior to the Board having looked at it.

Mrs. Roman thought the problem was with the secretarial staff. They are not familiar with the staff reports.

Mr. Orr said either it is included as a requirement of approval of the project or a recommendation. They are not the same. A recommendation means they sit there and has it out and discuss it. The applicant can't be prepared if it is a comment as opposed to a hard and fast this is what will be approved.

6:25 P.M. Request by Aspen Park to amend original agreement for Centerville Lane, With Board Action

Mrs. Roman said Keith Ruben from R.O. Anderson approached the Town manager and herself for a meeting regarding some conditions of approval that were attached to the Aspen Park Mobile Home Park approval. The applicant has complied with the requirements of Centerville widening cost share agreements. But the request was that maybe some of the requirements in the conditions of approval were stricter than would have otherwise been reasonable. The biggest question was whether the installation of a pedestrian bridge across the Cottonwood Slough could be waived as part of the conditions of approval. Aspen Park has not been able to get the adjacent property owner to agree to install the sidewalk that goes from in front of the mobile home park and the commercial property that is adjacent to it, to the bridge where it would be located. The intent of the pedestrian bridge was that it was going to be removed at a later date when Centerville was widened. She hasn't seen the actual conditions of approval. The additional requirements were the sidewalk should be extended all the way to the existing sidewalk past the slough to where the residential area starts. JWA agrees with the request that the original conditions were somewhat harsh. Maybe possibly unreasonable, considering how soon the Centerville widening project would be constructed. Keith Ruben is here from Anderson Engineering.

Mr. Ruben asked if the Board received a copy of the proposed revision to the development agreement? What this does, is the first thing is to confirm an agreement the county had, the agreement that Aspen Park has entered into with the Town. That puts it as part of the official project approval with the county. That has never been done. This will do that. Secondly it seeks to relieve her of some of the conditions that would otherwise be required if she hadn't entered into the agreement with the Town. Constructing some of the improvements in advance of the 756 roadway improvements going in as part of the NDOT project. Also, part of that relieving her of the obligation to build a pedestrian bridge which would later be removed and replaced with a new pedestrian bridge by NDOT. The third thing is to modify what they call the

Gardnerville Town Board Meeting  
Minutes 10/5/2000  
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manager's quarters along the entrance to where the new park is. They would like to remove that structure and basically have it as tenant space. Managers in the park actually live in the spaces so it is not used for that purpose.

Chairman Orr asked if the cost sharing agreement does provide the infrastructure that is not being put in now but will be put in when the widening is done?

Mr. Ruben agreed. They won't be building the bridge. The sidewalks will be installed by the town under the reimbursement agreement (yellow). What is currently in now is in red. Phase 1 sidewalk improvements will go in when the 756 improvements go in. Pavement widening, curb and gutter, are blue and brown would occur with the 756 project. This is where they had great difficulty. The original development agreement approval requires she connect to existing edge of paving. There are some big problems with ADA issues, existing approaches and overall drainage. So they are asking, as a developer, she be relieved of the obligation from the bridge on.

Mrs. Roman said as part of the Centerville widening project the existing box culvert will be extended to accommodate pedestrians. Curb, gutter and sidewalk is all part of the NDOT plans also.

Mr. Park told the Board Rick Nelson said the funding has been approved and they should be getting a contract shortly.

Chairman Orr called for public comment; hearing none, public comment was closed..

Mr. Smith asked if an owner in Aspen Park can deny sidewalk improvements?

Mrs. Roman said that is for an adjacent parcel; the Armstrong parcel.

Mr. Ruben said Anne Vaudagna doesn't own all the way out to the bridge. To make the connection the property owner has to agree to it or someone has to condemn the property. The county is unwilling to condemn.

Mrs. Roman asked if the section of sidewalk in front of Armstrong's still under the cost share agreement?

Mr. Ruben said yes.

**Motion Slater/Smith to grant the request by Aspen Park to amend the original agreement to waive the following conditions:**

Gardnerville Town Board Meeting  
Minutes 10/5/2000  
Page 9

1. **Installation of curb, gutter and sidewalk north of Cottonwood Slough**
2. **Installation of pedestrian bridge over Cottonwood Slough**

**Motion carried unanimously.**

8. Town Manager
  - A. Budget Transfers

Mr. Park has two quick budget transfers. One is transferring money out of capital outlay to Christmas decorations. Also moving some money around for small equipment: jackhammer, compressor, that type of thing; moving it from maintenance into a capital outlay line item.

- B. Monthly Report of Activities

Mr. Park said they have a Boy Scout Eagle service project looks like will come to fruition pretty soon. They are looking at doing some work on the detention ponds that the town has. He went to the Water Conveyance Committee meeting last week. The issue came up with the Jarrett property. He asked Jennifer to write that they are not in the business of maintaining the irrigation ditches. Just out of courtesy he went to the meeting to listen. That issue did come up. He explained the town's position. But he explained that the town is always willing to sit down and discuss things on a global standpoint. They would like to see Minden, Gardnerville, Douglas County and themselves sit down and try to get a global picture and agreement on who does what and when does it happen. They have the opportunity to do public-private partnerships with Carson Valley Middle School. He went to a meeting last night of Parents as Partners. In the school district capital plan there is a big line item for getting their youth out working on civic projects. They are open and receptive to that. He will get some teachers to get involved. They will be hearing shortly.

Mr. Park said USGS and NDEP have embarked on a global scale. The Water Conveyance Committee is up to speed on this. They will be visiting with USGS. The Town is already doing water testing on the Martin Slough. He is hoping USGS will pick that up and start doing that. Fecal coliforms are down. USGS is concerned with the amount of phosphates coming from runoff migrating back into the Carson River. The phosphate levels are still high. It could be just because the soil won't accept any more. The only way to get it out is to go in and take it out. He was told that the whole valley is basically in noncompliance. This is part of the USGS and NDEP's mission to come up with some kind of compliance standard that the EPA will buy off on. He would like to get together and spend a couple hours on a Saturday to do some planning. Where are they with projects; where do they need to go; what's the Board's vision for next year?



KENNY C. GUINN  
Governor

STATE OF NEVADA  
DEPARTMENT OF TRANSPORTATION  
1263 S. Stewart Street  
Carson City, Nevada 89712

RECEIVED  
NOV 17 2004

November 15, 2004

JEFF FONTAINE, P.E., Director

In Reply Refer to:

Town of Gardnerville  
Mr. James Park  
1407 Highway 395 North  
Gardnerville, NV 89410

*- File in project file*  
SR 756 Centerville Road  
Project ID#73127E1P

Dear Mr. Park,

This letter is to inform you that the Nevada Department of Transportation currently has plans to cold mill and overlay Centerville Road (SR 756), from US 395 to SR 88, in the Spring of 2005. This project is a maintenance overlay and no capacity improvements are planned at this time. A 60% set of plans will be sent to your office for your review and any comments you may have. If you have any questions or require additional information please call me at (775) 888-7651 or Kent Steele at (775) 888-7658.

Sincerely,

Glenn R. Petrenko, P.E.  
Senior Road Design Engineer

GRP:ld

C: Kent Steele, Road Design

16-8



**TOWN OF  
GARDNERVILLE**

Administrative Offices  
Health & Sanitation Offices

August 7, 2006

Aspen Park Mobile Home Park  
1380 Centerville Ln., Space 135  
Gardnerville, NV 89410

RE: SR 756 (Centerville Lane) Improvements-Parcel Owner/Town Contribution Agreement

Aspen Park Mobile Home Park:

Approximately ten (10) years ago, discussions began among the Town of Gardnerville, the Nevada Department of Transportation (NDOT), and a handful of property owners regarding a cooperative effort to widen and improve Centerville Lane between the Cottonwood Slough Bridge and Waterloo Lane. As this project began to mature and develop, many property owners executed Future Cost Contribution Agreements with the Town. These agreements were then recorded as an encumbrance against the affected parcel of land's title.

Due to the unavailability of NDOT financial participation for these improvements and determinations within the NDOT Annual Work Plan, the project has been indefinitely postponed. Without NDOT funding, the Town is unable to construct the improvements contemplated in the Agreements. It does not appear that NDOT financial participation will be available at anytime in the foreseeable future.

In light of these circumstances, the Town desires to release property owners from the burden of the recorded Future Cost Contribution Agreements. Enclosed is an Agreement To Rescind Future Cost Contribution Agreement, that, when executed by both parties and recorded with the Douglas County Recorder, effectively releases the original cost contribution obligation.

For your convenience, Carol Louthan, Town Administrative Assistant and recognized notary public, is available during regular office hours. I am also available to address any comments or concerns. I may be reached at (775) 782-7134.

Thank you for your time and understanding in this matter.

Sincerely yours,

*Carol Louthan*  
for Jim Park

Jim Park  
Gardnerville Town Manager

Enclosure (2)

**AGREEMENT TO RESCIND  
FUTURE IMPROVEMENT COST CONTRIBUTION AGREEMENT**

APN: \_\_\_\_\_

COMES NOW, \_\_\_\_\_, identified as "Owner" in that Future Improvement Cost Contribution Agreement ("Agreement") previously executed by Owner and the Town of Gardnerville ("Town") on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and recorded as Document No. \_\_\_\_\_ at Book \_\_\_\_\_, Page \_\_\_\_\_, and hereby agree as follows:

Owner and Town agree that, because of determinations made by the Nevada Department of Transportation ("NDOT"), the improvement of Highway 756/Centerville Lane has been indefinitely postponed. Without NDOT participation in the improvement of Highway 756/Centerville Lane, the Town is unable to install or construct improvements as were contemplated by the Agreement. Neither the Town nor Owner desire to continue to maintain the Agreement which, as a recorded instrument, constitutes and encumbrance against Owner's property until the obligations specified in the Agreement are paid.

NOW THEREFORE, the Town and Owner agree that the Agreement executed by Owner and Town on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, shall be rescinded and that no obligation on Owner or encumbrance against Owner's title, shall continue subsequent to the date of this Agreement to Rescind the Future Improvement Cost Contribution Agreement. This Recision Agreement may be recorded to show that the encumbrance evidenced by the Agreement is terminated.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
"OWNER"

STATE OF NEVADA       )  
  ) ss.  
COUNTY OF DOUGLAS    )

On \_\_\_\_\_, \_\_\_\_\_, whose identity I proved on the basis of  
\_\_\_\_\_ to be the signer of the above document, and he/she acknowledged that  
he/she signed it.

\_\_\_\_\_  
NOTARY PUBLIC

STATE OF NEVADA       )  
  ) ss.  
COUNTY OF DOUGLAS    )

On \_\_\_\_\_, \_\_\_\_\_, whose identity I proved on the basis of  
\_\_\_\_\_ to be the signer of the above document, and he/she acknowledged that  
he/she signed it.

\_\_\_\_\_  
NOTARY PUBLIC

Dated this \_\_\_\_ day of \_\_\_\_\_, 20.

TOWN OF GARDNERVILLE

\_\_\_\_\_  
By: Ken Miller, Chairman

Gardnerville Town Board  
AGENDA ACTION SHEET



1. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for May 2013.

2. Recommended Motion: N/A  
Funds Available: ☐ Yes ☒ N/A

3. Department: Administration

Prepared by: Tom Dallaire

4. Meeting Date: June 4, 2013 Time Requested: 10 minutes

5. Agenda: ☐ Consent ☒ Administrative

Background Information: Presented at meeting

6. Other Agency Review of Action: ☐ Douglas County ☒ N/A

7. Board Action:

☐ Approved

☐ Denied

☐ Approved with Modifications

☐ Continued

**Gardnerville Town Board**

**AGENDA ACTION SHEET**



1. **Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for May 2013.**

2. **Recommended Motion: N/A**

**Funds Available:** ☐ Yes ☒ N/A

3. **Department: Administration**

**Prepared by: Tom Dallaire**

4. **Meeting Date: June 4, 2013**

**Time Requested: 10 minutes**

5. **Agenda:** ☐ Consent

☒ Administrative

**Background Information:**

**See attached report.**

6. **Other Agency Review of Action:** ☐ Douglas County

☒ N/A

7. **Board Action:**

☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued



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

Town Manager/Engineer's Monthly Report  
June 2013 Board Meeting

- A. Microsurfacing:** is starting May 31<sup>st</sup> and will be complete by Tuesday, June 4th.
- B. Storm Drain cleaning:** Summit Plumbing finished the cleaning of the storm drain system in the Industrial Way system. The dvd's they submitted are great and the pipe is in good condition. The drainage pipe from the Service Drive area to Industrial Way has a blockage they could not clean out so we will be investigating this more, including digging up the pipe to repair the area.
- C. Walmart:** The punch list items are still not completed but they are working on them.
- D. New Beginnings:** Construction continues behind Heritage Bank. The concrete work around the pond is complete. They are working on the foundation and should be framing soon. The storm drain has not been installed yet.
- E. Hellwinkel Channel:** There will be a presentation on this at the meeting.
- F. Cottonwood Slough Clean up @ 756:** Carson River Sub Conservancy awarded the town the full amount requested of \$3,500. The restoration work is complete and really has improved access and flow in the slough.
- G. Bench Easements:** The school district approved the bench easements. They were recorded and are ready to be installed. The benches will be installed after Carson Valley Days.
- H. Office Items:**
- The palm reader building is going through a facelift. They want to remove the stucco, and place lap siding, remove the block wall, and the rock area in the front and plant a new tree. I would like to offer to extend the sidewalk to the highway curb and place a tree grate and tree in front to continue the streetscape theme one more property along the highway.
  - Met with Hamdogs about their plans to come to the Board to request another zoning change. They want to expand their operation and become more than just a diner. They will be bringing a proposal to the town in the coming months.
  - Attended the Chamber meeting to give a brief report on the town business.
  - We sent letters to the existing property owners at the Southgate commercial development to get their support for the plan of additional parking. One owner is not happy about the newest development being able to have whatever tenants they want when they do not provide for the county required parking or the buildings original design intent. Warehouse and small office and then be able to rent the space to an auto or boat mechanic business. I have letters we are passing out to the actual tenants to see if we can get more input on the proposed layout. We are also going to do some additional research on the building parking calculations and actual required parking requirements for the facility.
  - Heritage Park Garden Labyrinth - finished the base, compacted the last leveling layer, helped layout the weed fabric and mark the design out so it can be filled in.



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

- Attended the Economic Development Committee meeting to report on the town business.
- Eagle Scout project for David Olges will be installing the doggie pots this week.
- I signed the Eagle Scout paperwork for the barn area improvement project.
- The May 11<sup>th</sup> "Let's Sweep the Town" work day with Main Street and the Rotary Club went very well and I will present them with a letter and a certificate.
- We had another planning meeting to discuss the cost of the bus and reserve a bus for the spouse's tour. The Reno Air show is this same weekend and it is going to be difficult to get a bus for the day. They liked the ornament concept for a take away from the conference and we are working to get the Hellwinkle Barn artwork done for the final approval, then place the order of the ornament.
- Field staff is installing decorative stop/street name signs in the Southgate area.
- Paula and I will be presenting to the Leadership Douglas County group this month at Heritage Park, and next month for local government day.