

GARDNERVILLE TOWN BOARD

1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 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, May 7, 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 8th Street Historic Courthouse. The agenda is also posted on the Internet at 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:

February, 19, 2013 Special joint training meeting, with public comment prior to Board action. April 2, 2013 Regular Board meeting, with public comment prior to Board action.

PUBLIC INTEREST COMMENTS (No Action)

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

CONSENT CALENDAR FOR POSSIBLE ACTION

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

- 1. For Possible Action: Correspondence
- 2. For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities
- 3. For Possible Action: Approve April 2013 claims
- 4. For Possible Action: Approve Town Park Use/ Special Event application for Valley Cruisers Rockathon Car Show and Swap Meet, May 18, 2013.

5. <u>For Possible Action</u>: Approve Town Park Use/Special Event application for Old Town Days, September 12-15, 2013.

www.gardnerville-nv.gov May 7, 2013



GARDNERVILLE TOWN BOARD MEETING AGENDA - CONT'D

6. For Possible Action: Accept the Tree City USA award for 2012.

7. For Possible Action: Approve the Vision Statement as part of the Town's Strategic plan update.

8. For Possible Action: Approve Proclamation 2013-02 recognizing the week of May 6-11 as Wild Land Fire Awareness Week.

9. <u>For Possible Action</u>: 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.

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/ (approx. 10 minutes)
- 11. <u>For Possible Action</u>: Public Hearing to Adopt the Final Budget for Main Street Gardnerville for Fiscal Year 2013-2014, with public comment prior to Board action. (approx. 10 minutes)
- 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. (approx. 20 minutes)
- 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. (approx. 40 minutes)
- 14. <u>For Possible Action:</u> Discussion on the Fiscal Year 2013-2014 Final Capital Improvement Plan (CIP), with public comment prior to Board action. (approx 10 minutes).
- 15. <u>For Possible Action:</u> Public hearing to adopt the Final Budget for the Town of Gardnerville's Fiscal Year 2013-2014, with public comment prior to Board action. (approx 20 minutes)
- 16. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for April 2013. (approx 10 minutes)
- 17. Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for April 2013. (approx 10 minutes)
- 18. <u>For Possible Action:</u> 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. (approx 20 minutes).

Adjourn

May 11, 2013 - Downtown clean up day with the Minden Rotary, Town and Main Street Gardnerville

May 11, 2013 - Big Mama's Show n Shine - Lampe Park

May 16, 2013 - Thirsty Third Thursday

May 18, 2013 - Rockathon Car Show & Swap Meet - Heritage Park

Next Regular Board Meeting - June 4, 2013

Genoa Town Advisory Board Minutes February 19, 2013 Page 1

Genoa Town Advisory Board Joint Training Meeting Minutes February 19, 2013

This meeting was conducted as a Joint Training Meeting with the Town of Genoa Town Board, the Town of Gardnerville Town Board, and the Town of Minden Town Board, and staff from each Town.

CALL TO ORDER

Tom Dallaire, Gardnerville Town Manager, called the meeting to order at 9:00 A.M.

PLEDGE TO ALLEGIANCE

The Pledge of Allegiance was led by Sheryl Gonzales.

PUBLIC COMMENTS

No public comments.

ADMINISTRATIVE AGENDA

1. Annual training on State statutes and regulations and local ordinances, resolutions and regulations concerning land use planning, development and any other subject matter that the Board of County Commissioners deem necessary in accordance with NRS 269.579.

Candace Stowell, Douglas County Planning Department Manager, gave a presentation and review of statutes and regulations regarding land use planning and development.

2. <u>Annual training relating to the provisions of NRS 241 (Open Meeting Law) required by NRS 269.579 and Governance and Ethics Training.</u>

Wayne Carlson of POOL/PACT presented and reviewed tips and techniques for healthy and effective meetings pursuant to the Open Meeting Law.

After the above presentations, the meeting was concluded at 12:00 PM.

Respectfully submitted, Kris Wilkison



GARDNERVILLE TOWN BOARD

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Meeting Minutes

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

Tuesday, April 2, 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 is present.

PRESENT: Ken Miller, Chairman Mike Philips Lloyd Higuera **Mary Wenner**

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

ABSENT:

Linda Slater, Vice-Chairman

The PLEDGE OF ALLEGIANCE was led by Lloyd Higuera

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 Philips/Higuera to approve the agenda.

No public comment.

Upon call for the vote, motion carried with Board Member Slater absent.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

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

Motion Higuera/Wenner to approve the minutes of March 5, 2013.

No public comment.

Upon call for the vote, motion carried with Board Member Slater absent.

PUBLIC INTEREST COMMENTS (No Action)

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Chairman Miller recognized the members of Boy Scout Troop 33 and would like each individual to stand up and introduce yourselves.

Mathew Kruse, Zachary Kruse, Tristan Futch, Nathan Caires, Colbey Tracy introduced themselves. They are working on their communications merit badge.

No further public comment.

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 March 2013 claims

Approved

4. For Possible Action: Accept 2012 Year End Report

Accepted

 For Possible Action: Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Douglas County Senior Services for the 13th Annual Big Mama's Show & Shine, May 11, 2013 at Lampe Park.

Recommend approval

6. <u>For Possible Action</u>: Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the 103rd Annual Carson Valley Days Festival scheduled for June 5 through 10, 2013, sponsored by Carson Valley Active 20-30 Club #85.

Recommend approval

Motion Higuera/Wenner to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried with Board Member Slater absent.

ADMINISTRATIVE AGENDA

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

7. For Possible Action: Discussion on a Town Street Closure Application for Trinity Lutheran Church to close Douglas Avenue from Mill to Cottonwood on May 4, 2013 and a request to waive street closure fee of \$100; with public comment prior to Board action.

Chairman Miller is affiliated with Trinity Lutheran Church. I will abstain from voting. If you have any questions about the event I will be glad to answer them.

Ms. Wenner asked if this was the first time they have done this.

Chairman Miller stated we did it last year and used the front lawn only. We did not close the street. We had about 20 cars on the front lawn.

Ms. Wenner asked if there are any town employees that will be working there.

Mr. Dallaire answered no. They will need detour signs. We redid the policy for the street closure a couple months ago. This is the first time we have had an application since. We have generally waived fees for those types of organizations. There is also a \$300 security deposit. That would be waived as well. They will probably use some of our barricades. They will need arrow signs pointing in each direction showing there is a detour.

Mr. Miller informed the committee at Trinity they can get any signage they need from Ahern Rental. They are aware of that.

Motion Philips/Higuera to approve the application including waiving the fees.

Ms. Lochridge has some A-frame signs from Main Street they are welcome to use.

No further public comment.

Motion carried with Board Member Miller abstaining and Board Member Slater absent.

8. Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for March 2013.

Ms. Lochridge reported at the monthly morning coffee meeting this morning we had 20 people this morning. I love the partnerships that form out of these meetings. Craig Witt with Full Circle Compost has been working with Pacific Gas to grow tomato plants. Another attendee was Larry Rice with Doug's Barbecue who is working with Pacific Gas to have barbecued sandwiches available a couple of times a week. So now Craig wants to work with Larry on growing special tomatoes and creating a special BLT sandwich. They have a partnership starting there. A couple of the businesses that are not within the district that want to participate in the wine walks were able to forge some partnerships with the businesses that were at the meeting. That will work and help them cut costs. It was great to see. Also we talked about the July 4th event Main Street is working with the Town on. They had several representatives from Made in Nevada who would love to be there for this event. If you haven't joined us for this meeting, stop in if you can. Our Thirsty Third Thursday wine walks start in May. We held a special training event at the Historian and had about 30 or 40 people show up. It was a great way for us to work with them and tell them how they can benefit from participating in the wine walks, and also to learn the proper presentation. We also informed them the Douglas County Sheriff's office has partnered with the Partnership of Community Resources to hold a free server training seminar. It talks about the legalities of serving wine. The volunteer recognition gala is coming up this Thursday.

Ms. Wenner asked if anything has been cemented for the 4th of July.

Ms. Lochridge will be finalizing the last few details tomorrow at the promotions committee meeting and then will send everything out.

a. Not for Possible Action: 5 year Update of Main Street's accomplishments, presentation by Dorette Caldana

Dorette Caldana explained the volunteer program provides a service to both the Town of Gardnerville and also to Douglas County. We have not provided an overview in the five years that we have been in existence. Dorette went over the Main Street Program (their goals and accomplishments, funding sources, marketing analysis, business inventory tracker) in a Power Point presentation.

Basic goals: revitalization, development and preservation.

Developing a program to provide training for businesses and business recruitment Committee goals:

Design goals: visually attractive, pedestrian friendly.

Accomplishments: Flower program, kiosk at Eddy Street, Heritage Park Gardens, benches, donation of food from Heritage Park Gardens to food bank.

Economic Restructuring goals: 5 percent vacancy rate, clustering businesses, business recruitment, retention, expansion and training.

Accomplishments: Revolving loan fund,

Organization goals: Action plan matches with what is going on in the county and town; physically stable, independent, increase knowledge base, training within the community.

Accomplishments: Over 100 volunteers with over 4,650 hours of service for a value of almost \$100,000, morning coffee meetings, membership revision, fundraising to make Main Street more self-sufficient, alcohol policy, business friendly, coop advertising and working on 501c3 for Heritage Park Garden to make it independent.

Promotion goals: Promote the downtown

Accomplishments: Fans on Facebook and Twitter, Thirsty Third Thursday, Shopping Bazaar and Cash Mob.

9. For Possible Action: Discussion on Proclamation 2013P-01 recognizing April 26, 2013 as Arbor Day; with public comment prior to Board action.

Mr. Dallaire advised Arbor Day is coming up. We are looking at the island on Toler and Harvest or Heritage Park Gardens and something with the high school. If there are any other ideas we would appreciate them. It is part of the requirements for the Tree City USA award.

Motion Higuera/Wenner to approve Proclamation 2013P-01 recognizing April 26, 2013 as Arbor Day.

No public comment.

Upon call for the vote, motion carried with Board Member Slater absent.

- 10. For Possible Action: Discussion on Boundary Line Adjustment between The Ranch at Gardnerville and Town of Gardnerville between APN's 1320-32-614-001 and 1320-33-210-063, with public comment prior to Board action.
 - a. <u>For Possible Action:</u> Discussion on Boundary Line Adjustment (quitclaim deed) for the removal of open space (the "adjusted" area) from the Town's parcel, with public comment prior to Board action.
 - b. For Possible Action: Discussion on potential new slope easements and public utility easements along the adjusted boundary to relocate those along the existing lines being adjusted, with public comment prior to Board action.

Mr. Dallaire prepared a brief report. It was under the planned development provisions. There is an issue with the trail. Dirk is here from the county. I did a detail on the slope easement. We approved the development in 2004 with a perimeter easement. This is a much better solution for everyone.

Mr. Rob Anderson representing the Ranch at Gardnerville, put up an illustration of the boundary line adjustment. This issue was identified as part of the amended PD. We have obtained approval for the rough grading on Phase 2. We anticipate submitting the improvement plans for Phase 2A and B for final review and a permit application. Recently I was made aware of an issue. The concern is what happens if the grant application for the trail is not approved. Who is responsible for the trail? The trail is the multimodal trail that was essentially a proposal submitted by Douglas County last April or May as part of a grant application with NDOT from the existing terminus of the town's trail north to Jake's Wetlands. In April 2012 the Ranch submitted a letter in support of the application indicating they would advance their dedication of the necessary right-of-way and open space area north of Zerolene Road, the value of which could be used as a match for that grant. In addition the Ranch at Gardnerville committed to make a deposit of \$50,000 in 2013 and another \$50,000 deposit in 2014 to be used as matching money for the grant. That grant application received favorable consideration. It was ranked #2 by the state but ultimately that grant process stopped. Just recently we have been made aware that there is an opportunity to resubmit the application under a slightly reconfigured program. Our client is willing and able to support the application. We are hopeful it will be successful. The amended conditions of approval when the amended map was done in November 2012, condition #8 required the applicant to dedicate a 25 foot wide rightof-way to accommodate the Martin Slough multimodal trail project and also pay the \$100,000 offer of dedication. In my estimation that is the sum total of the Ranch at Gardnerville's obligation. There is a question as to what happens in the event the grant is not successful. My hope is that won't happen. (Mr. Anderson passed out some background material and went over the history of the project.).

Mr. Dirk Goering, Douglas County Planning, believed Mr. Anderson and the Planning Department have a difference of opinion on who is responsible for the construction of the trail. We are having meetings about who is responsible for the trail. If you have improvements associated with a map, the applicant is required to construct or secure for those improvements prior to submitting a final map. Staff is concerned with the boundary line adjustment. It is taking a portion of open space associated with Phase 2 and we will lose the ability to require the improvements with the final map. By doing the boundary line adjustment that particular area is no longer part of the final map. We would lose the ability to require that improvement. We think it might be appropriate to continue the item until we can figure out who is required to build the trail. In the staff report submitted to the Board of Commissioners it addressed the applicant is required to construct the trail. Sooner or later we will get to the bottom of that.

Mr. Philips thought it appeared the battle is not with the town but with the county.

Mr. Goering explained by doing the boundary line adjustment it will take the portion of open space that will house the trail out of the final map process. The improvement process for this particular area is being circumvented. We understand why the town wants to do the boundary line adjustment. It makes sense. However, we would request a letter of commitment from the client saying they understand they are required to construct that trail for this particular area even after the Town of Gardnerville takes ownership of it.

Chairman Miller asked about the county signing off on the map, even though the town signs off on it for the boundary line adjustment. Even if we pass this tonight the county could still delay it by not signing off on the map.

- Mr. Goering told Mr. Dallaire the county doesn't want to go against what the town wants. We respect your opinion. We are asking for a little more time so we can get to the bottom of it. We don't want to deny the boundary line adjustment the town is recommending approval of. The requirement is linked to the final map. Due to the boundary line adjustment it is taking that open space away from the final map. It would be associated with the final map you are asking the applicant to make improvements on.
 - Mr. Higuera asked if the county had a written commitment from the developer would they then sign off on it.
- Mr. Goering would be fine with it then. You would have something in writing from the owner saying we are committed to constructing this trail. We recognize there is a grant in process. The next date for the grant approval is December. We don't want to hold up the applicant from moving forward with different phases. That's why we came up with the solution for the map of writing a letter saying they are committed to the improvement. The other option is to issue a site improvement permit and secure funds for it. Then they would have to have funds of 150 percent of the cost.
 - Ms. Wenner felt it might be better business sense to get something in writing instead of going by word value.
- Mr. Goering thought it appropriate to get something in writing to make sure we have the construction of the trail.
- Mr. Altom reviewed the main issue is the county believes the applicant should be constructing that portion of the trail and the applicant does not think they should.
 - Mr. Goering agreed that is the main issue.
 - Mr. Altom asked if they go forward today what is the county's concern.
- Mr. Goering believed before you sign off on the final map we want to say you have to meet specifically condition 8. We interpret 8 a little differently. That's why we believe the applicant is required to construct the trail. If the boundary line adjustment is approved we're taking this away from the final map process and we don't have the ability to require any improvements.
- Mr. Altom asked since the county respects the town board and usually goes with their recommendation, since technically by statute we are an adjunct to the county and the county has to make the final approval, that's the concern is that since you follow the board's recommendations you would feel somehow obligated.
- Mr. Goering agreed. The county respects the opinion of the town board and they are asking for a little more time to iron out all the details and make sure we all understand what is at stake.
 - Ms. Wenner asked how much longer they are talking about.
- Mr. Goering believed next month you could hear it. We will be meeting in two weeks. If there still is a difference of opinion we would send it back to the Board of Commissioners to see how they interpret that condition. We don't want to lose the improvement for a master plan trail that is going through the property.
 - Mr. Altom made a suggestion of continuing the item.
- Mr. Anderson explained our client is fully committed to do what they said they would do in the April 2012 letter. That commitment is bound up in the conditions of approval of the modified planned development. To the extent that Douglas County is looking for a letter that says our client commits to construct the multimodal trail if the grant is not approved, whether it be for the portion of the boundary line adjustment or all of it, the answer is unequivocally no. I think I have authority from our client to say that is not forthcoming. They will offer a dedication so there is a right-of-way from Zerolene Road to connect into the other areas Douglas County controls. That is in writing already. I believe Mr. Goering is incorrect about Douglas County losing the ability to require this improvement if it is dedicated and a boundary line adjustment recorded. The meeting is two weeks away. Is there any urgency to wait? Yes. We have a builder who has actually sold 30 houses. There is actually some momentum going in a project that was dead. To the extent this becomes a requirement of a private entity in my estimation it is no longer eligible for federal grant money. I believe that is another justification to allow the process to go forward. If after ten years of trying they don't get a grant then looks like in 2023 we'll be about in phase 3.

You could ask again.

Mr. Goering would want to talk to the district attorney before he made a statement like that. I'm afraid you lose a stronger argument once the property is not a part of the map. I can check with the DA. If Rob's comments on the boundary line adjustment are correct, it makes the town's decision that much more important. Then the county won't have the ability to stop it.

Mr. Altom hasn't reviewed Douglas County Code on planned developments recently, so I couldn't directly answer your question.

Mr. Cavillia is here on behalf of the Ranch at Gardnerville. First the language of the conditions is explicit. It incorporates the letter of April 12th. The county has the right to apply that condition at any time during this project. If their reading of that condition is as Mr. Goering just said it was, that we have to pay for the entire improvement of the trail then he can apply that condition any time, whether we own the property or you own the property. The condition of approval as approved by the county in November of last year specifically says per the letter of April 12 to dedicate the right-of-way and pay \$100,000. They have the opportunity throughout the phasing of the project to apply the conditions.

Chairman Miller called for public comment.

Robin Futch summarized what she believed to be the issue. What I am understanding is the Town of Gardnerville wants to move a boundary. Once they move the boundary then there is a little piece of land that then becomes a part of the Ranch. The county is concerned about that piece of land, the trail going through, and who's basically responsible for that once Gardnerville is out of the picture. Am I right there?

Chairman Miller clarified it is still in the town of Gardnerville, even though the town does not own that property. They are providing a 25 foot easement for the purpose of a trail through that area.

Ms. Futch asked if they are saying they will pay \$100,000 toward the project. That ties into the grant. I'm not sure if I'm getting how that is tied into the grant.

Mr. Dallaire explained what happened with the grant. We will be doing a pre-app now and then we will get an invitation to apply for a new submittal. The Ranch participated in it. They were on the hook in phase 1 to build \$150,000 worth of maintenance access road. They matched and partnered with the county at \$100,000. We went with a large match on a \$700,000 project. That is basically what the trail itself would cost. It is constructing the path from Gilman ponds clear up to Jake's Wetlands minus the section of the CVI. We didn't have the right-of-way or access through the upper portions from Zerolene north so that is what they have dedicated or are going to dedicate in phase 2 all of the right-of-way and wetlands for that trail. We don't have the ability to have them build the trail. There are other funding options.

Ms. Futch wondered if there was kind of a trust issue. You're not really sure if they're going to be committed to that.

Mr. Dallaire shared the grant wasn't actually funded from NDOT. We don't know how many years that will go on. But we will apply and keep trying. There are other funding options the town has.

Ms. Futch asked if they were asking for something in writing showing they are committed if the grant is never awarded.

Ms. Wenner asked if they could get something in writing.

Mr. Higuera thought it was an overreach to think the Ranch at Gardnerville is going to spend \$750,000 to a million dollars to build a trail. It will have to be a grant situation.

No further public comment.

Mr. Higuera believed they have made a good faith effort by giving the right-of-way and contributing \$100,000 to the project. It will be up to the town to work from our direction to get grants and the county to work from their direction. To hold this over the head of the Ranch and not approve this doesn't sit well with me.

Mr. Philips didn't believe that even the county is going to make the Ranch at Gardnerville come back and pay to put the trail in. The Ranch would not agree to that.

Chairman Miller thought Rob made a very good point. If they commit to build a trail, why would we get a grant approved.

- Ms. Wenner asked if we get the grant they still would give the \$100,000.
- Mr. Anderson advised his client is fully committed to that.
- Mr. Philips didn't think if the Board approves this it we are slapping the county in the face. I hope they don't take it that way if we should approve this. I like the fact we've worked hard over the years to be able to work with the county and for them to listen to us. But I hope the county doesn't look at it as a slap if we pass this.
- Mr. Dallaire asked if the grant is never approved, then it will be a long time before we actually get the trail. We had the road in phase 1. They were going to build the trail that went all the way up to the edge of the Seeman Ranch. That was an SIP. They spent a lot of time and prepared improvement plans and that went forward. That has gone away. I didn't realize that application had expired. If we go forward and apply for the grant and the grant is never funded then we won't ever get a trail unless we pay for it.
- Mr. Goering's understanding was it was originally a part of the 2004 planned development. The condition that you see on the 2012 letter is the same wording from before. We didn't change it or alter it. Staff is here to listen to your comments and pass it on to staff in the county and the Board of Commissioners.
- Mr. Anderson pointed out in 2007 we had an approved set of plans. The economy changed. A lot has changed. I believe the two towns and the county are better off as a result of the current proposal. Now you will have the land area for the full distance. In 2008, 9 and 10 early part of 11, there was no dedication of that north piece. Even if the county was successful in getting the grant you couldn't have gotten across this piece of property north of Zerolene Road. The commitment that has occurred as a result of the amended map is that dedication is made in the Phase 2 final map, plus you get \$100,000. I think you're way ahead because you now have the potential of getting all the way. Even if you are unsuccessful in getting the grant you have \$100,000 I feel she would commit to you that irrespective of the grant she would still pay the \$100,000 and make the dedication. That's her commitment. That's the developer's commitment. Overall you're better.

Motion Higuera/Wenner to approve the boundary line adjustment between the Ranch at Gardnerville and the Town of Gardnerville APN's 1320-32-614-001 and 1320-33-210-063 and authorize the chairman to sign the boundary line adjustment map;

also A, Motion to approve the ,39 acre reduction in open space from the Town parcel and authorize the chairman to sign the quitclaim deed;

and also B, Motion to approve the adjusted slope and public utility easements that will accompany the boundary line as indicated on the boundary line adjustment map and authorize the chairman to sign the slope and public utility easement documents.

Mr. Dallaire clarified instead of the .39 acres it should be .34 acres.

Amended motion Higuera/Wenner to change the .39 acres to .34 acres.

Mr. Dallaire explained that was the additional 10 feet we got back because Rob allowed the change from 15 to 25 feet on that section between Zerolene and our old piece. That increased by 10 feet along the whole strip with the new map that he is showing to comply with the criteria from the county.

Motion carried with Board Member Slater absent.

11. For Possible Action: Discussion to award, deny or re-bid, the Chichester Microsurfacing project (project number 2012-03). The project consists of noticing adjacent residents and providing materials and labor to microsurface portions of Gilman Avenue, Chichester Drive, Marion Russell Dr, Lampe Road, and Harvest Avenue. Together with Additive Alternate "A" consisting of North Hampton Circle, Wilson Circle, and Easton Way. Awarding the project will include authorizing the town manager to sign the

contract and authorize the billings in addition to 10% over the total contract amount, and to cover any change orders during construction; with public comment prior to Board action.

Mr. Dallaire reported we received four bids. My original thought was to award this in its entirety. Going through the next budget and the errors or discrepancies that happened between the information we received from the county and the state I think we should award the first portion or the core project. The award amount would be \$123,003.50. That would just include the Chichester area. We would push forward the funds into next year so we can use it for Hellwinkel. I only have \$23,000 in the budget this year for Hellwinkel. There are other items we can discuss and cut. But \$23,000 to start working in the trench is not going to be enough from our side of the contribution to take care of the construction. I don't have an exact quantity but I know it will be roughly \$600,000. We have \$307,000 coming from Q1 and the town needs to come up with about \$300,000 as well in order for that to match. It doesn't meet the criteria we originally agreed upon. It will have to go back to Q1 for approval. I can't do that until I get the construction plans. I am supposed to be meeting Denny in the middle of this month. He will be coming next month to do a presentation for the Board on that project.

Mr. Philips asked what company you are looking at to award the bid.

Mr. Dallaire answered VSS. I was going to award it on the overall but I don't have a good feeling about where the budget is. I would just award the core and let the remainder roll over to next year to use in the construction of the ranch.

Mr. Altom advised NRS 338.1385 you are required to accept the lowest responsive and responsible bidder. Given Tom's recommendation to just go with the core without alternate A, if you agree with what Tom recommends and the Board deems that VSS International is the lowest responsible and responsive bidder then you are basically obliged by the statute to go ahead with that.

No public comment.

Motion Philips/Higuera to award Project #2012-03 the Chichester Microsurfacing project in the amount of \$123,003.50 to VSS International and to exclude Alternate A and authorize the Town Manager to sign the contract with the addition of the 10 percent. Motion carried with Board Member Slater absent.

12. For Possible Action: Discussion to approve, approve with conditions or deny the strategic plan update for the Town of Gardnerville, with public comment prior to Board action.

Mr. Dallaire sent the vision information after the workshop to Steve. I have not received it back. Our highlighted areas are what we changed from the original strategic plan. These are the modifications that were recommended. I scaled the text down a little. If that is all good we will make it official. I will try and get Steve's vision from him to combine the Board's visions.

Mr. Higuera thought the workshop was helpful.

Chairman Miller would have liked to have had the public more involved.

Mr. Dallaire is still working on a project list. I did budget for the zoning. After the vision plan it would be a good opportunity to look at the plan and entwine that with the valley vision. Candace seems to think with the master plan update they will create a new one. At that time it would be a great opportunity to have input on zoning changes. We can talk about that and have an item brought back. April 8 – 10 is the valley vision. I want to get the strategic plan on the internet without the highlighted areas once it is formally adopted.

Chairman Miller would not want to approve this without the vision.

Mr. Higuera asked if they couldn't approve it without the vision. They can bring the vision back.

No public comment.

Motion Wenner/Higuera to approve the strategic plan update for the Town of Gardnerville waiting on the vision to update later. Motion carried with Board Member Slater absent.

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

Mr. Dallaire has revised the plan because of the estimates on funding. Our tax rate based on the negotiations with the county, fire district, towns and Indian Hills set the tax rate at 0.6677 which is down from .6699. But at that rate we never did get any numbers from the state. The finance department gave me a number last month. When I got the state numbers their projection was 962,000. We lost about \$50,000. Basically we are \$20,000 less next year than where we are this year. That is not good. We will see what happens with Eagle Gas. We modified the 2013 budget to these particular projects: ADA upgrades, Hellwinkel channel and Kingslane match. On Friday I got the signed agreement for Kingslane. We will be moving forward on that. We got the notice to proceed on Friday. Road maintenance still has \$50,000 for crack sealing. Patch repair will continue with the large crack replacements. Storm drain maintenance is being done under a contract with Summit Plumbing to clean out the storm drain on Industrial Way, video and inventory. We want to continue that and do little sections so we have an inventory of the storm drains. That contract was about \$9,000. Raley's and Toler sidewalk is \$35,000. That will get the trail portion done but not the shop improvements. If we have funds we can identify after we figure out what is going on with the Hellwinkel project we can do that. There is a permit issued ready and waiting to be picked up at the county. There is \$40,000 for the Hellwinkel shop. Debt service is down to \$118,000. That is the lighting phase 2 bonds. We have two more years on that. Small equipment replacement we put \$2,500 for now. City of Reno is going to be selling their crack seal machine. We have \$45,000 in our 613 fund that we can use for capital purchases. I will probably be coming to you when I find out more information to see if we can go after that unit and find someone to buy our unit.

No public comment.

Motion Higuera/Wenner to approve the tentative five-year capital improvement plan for fiscal year 2013-2018 as presented. Motion carried with Board Member Slater absent.

- 14. For Possible Action: Public hearing to adopt the Tentative Budget for Fiscal Year 2013-2014, with public comment prior to Board action.
 - a. <u>For Possible Action</u>: Discussion on Town Board compensation with public comment prior to Board action.
 - Mr. Dallaire explained we have budgeted \$13,770 per fund right now.

No public comment.

Motion Higuera/Philips to increase the board compensation to members at \$500 a month and the chair at \$550. Motion carried with Board Member Slater absent.

- Mr. Dallaire will increase the board comp for each account for the final budget.
- Mr. Dallaire went over the tentative budget.
- Mr. Dallaire reviewed the maintenance supervisor position. The job description has one item that says they can assist staff but it is mainly supervision. If that is what the Board wants we will go forward with that. It would be of benefit to me, but as far as staff goes, a maintenance tech would be of more benefit.
 - Ms. Wenner asked which would you feel more comfortable with.

Mr. Dallaire felt a maintenance tech to help staff would be more beneficial. I think the Board would be able to see the results a little better. I talked with Minden and I understand they may be selecting a 2% merit increase this year for their staff. They did 4% this year and we did 2%. Final budget is due next month. We can bring an item for the maintenance supervisor versus maintenance tech next month. A maintenance supervisor is included in the tentative budget. All of this makes cuts out of the project budget. We don't have a lot of room in services and supplies. That is pretty tight. The big ticket items are salaries and benefits and adding another employee costs quite a bit.

Chairman Miller believed there are two ways to look at this. If we have a supervisor it will take a load off you. But if we get a supervisor there might be more tension between the employees without the help. So it really doesn't take the load off you; it puts the load back on you.

Mr. Dallaire thought that is where the frustration is right now. We talked about redoing the fees on the dumpsters. I will need to write letters and visit some of the businesses. We could wait until next year and see how this year progresses. We are still down on customer pickups. We have a side load trash vehicle budgeted. We have two more years on the Main Street Lighting bond payment. We have budgeted a \$64,000 distribution to Main Street Gardnerville.

Motion Miller/Higuera to approve the tentative budget as presented with the exception of the town board compensation as we discussed earlier and also with the exception of having a tech 2 rather than a supervisor in that position.

No public present

Upon call for the vote, motion carried with Board Member Slater absent.

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

Mr. Altom's participation was mainly limited to items related to the agenda.

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

Chairman Miller asked about Eagle Gas. It's a possibility that somebody else may buy it. My input is, in the event someone buys it, I would like to pursue putting a gateway sign on the property.

Mr. Dallaire talked with Steve Sorenson from Smith's who has been looking to buy the hotel next to Jack in the Box and put a gas station on it. That has not been a viable option. They want to compete with Wal Mart and this is how they will do it by having someplace locally next to their store that can use their Rewards card. When you shop at Smith's you get rewards and you can go to their gas station and you can get up to \$1.00 a gallon off on gas. Steve has contacted the bank about it. The bank would have to pay the taxes. Smith's has cleaned up gas stations in the past. They are looking for a six bay gas station accessible from the highway. It would be a kiosk style and no convenience store. Steve mentioned usually on stations like that it is not the tanks that are leaking it's the lines. So that's where the issue really lies. He will try to come in next week. I also got calls from Hamdogs wanting to reapply for some improvements. I will meet with them next week. New Beginnings plan review, would a couple of board members like to come and look at the landscape plans to see if you are okay with it?

Chairman Miller can come in.

Mr. Dallaire met with Daniel Gourlay, who will be doing an Eagle Scout project at the barns. He will be planting a couple of trees and cleaning up the area from the fence to the barn, trimming the willows and raking out the hay in the barn. I am trying to get a tour of GES together. David Ogles will be doing an Eagle Scout project putting doggie pot stations down Toler: one at Stodick Park where it goes into the right-of-way, one at Harvest, one at Lampe on the Harvest side and another at GES.

There could be some open meeting law changes coming forward in the legislature.

Mr. Altom saw a public records request. I haven't heard about any open meeting law changes. One of the changes to the public records request was going to take away the high fees for the extraordinary use of personnel in responding to public records requests. Right now they have a provision to prevent people from doing nuisance public records requests. If you are using extraordinary use of personnel to respond to this then you can start charging a much higher fee. Right now it is only the actual cost. If it's an extensive request or all the time you can start charging the lowest hourly rate of the person responding.

Mr. Dallaire went to a FEMA workshop. Had a meeting with the county manager, Town of Minden, Town of Genoa and the contractor for the Valley Vision. After the meeting we met with the county manager about the cost allocation. We have an agreement with the county from '97. It rolls over for five year increments. It's not like Minden's where it expired. The County has one with us and one with Genoa. There is a process we have to go through to get rid of that agreement. Also we have to identify with a memo of understanding or agreement that these are the services the county provides for this fee. I don't have a problem with the H & S side paying things, but I have a problem with the admin side. I went to a cost benefit analysis class from FEMA. It will be useful when we work on

Gardnerville Town Board Meeting April 2, 2013 – 4:30 p.m. Page 11

the channel and all the flooding improvements. My review is coming due. I was hoping to have a list of projects that we completed. You have the list of accomplishments that you were given in the past. We created a format for the manager review so you can go through and just mark it.

Chairman Miller worked with Paul last year on redoing the way the manager was evaluated. Each member of the board now has input on the review. Then they were compiled here into one review. That is what was presented to the Board.

Mr. Dallaire can email the form to everyone. It will be tabulated after everyone turns in their evaluations. The final will be printed in next month's board packet. We can push it off another month if we need to. Nevada League of Cities offers a scholarship for schools. We got five applications. We can only submit three. Two members would need to come in and go over them. We can select those and then give them to Linda to look over and make sure she is okay with the selection. (Mary and Ken volunteered to come in and review them.) We are going to meet with Nevada Division of Forestry on the Cottonwood Slough cleanup.

Motion Higuera/Wenner to adjourn the meeting at 8:17 p.m. Motion carried with Board Member Slater absent.

Respectfully submitted,	
Ken Miller	Tom Dallaire
Chairman	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: May 7, 2013 Time Requested: n/a
5.	Agenda: Consent
	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 ☐Approved with Modifications ☐Continued

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Tom Dallaire

FROM: Marie Nicholson

SUBJECT: Health & Sanitation Staff

DATE: 4/8/13

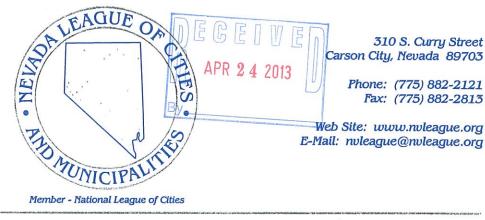
Today Nona Hogue of 1367 Wilson Circle called and asked me to share the following:

She wants to be sure we know that the trash truck drivers not only do a good job, they go above and beyond that. They never leave any debris when they are emptying the trash, and they are always so nice when she has occasion to speak with them. She appreciates our excellent staff!

Marie

Executive Board Members:

Debra March, President
Emily Carter, First Vice President
Anita Wood, Second Vice President
Jeff James, Third Vice President
Mike Giles, Secretary/Treasurer
Steve Ross, Immediate Past President
Wes Henderson, Executive Director



MEMBERS: Boulder City • Caliente • Carlin • Elko • Ely • Fallon • Gardnerville • Gardnerville Ranchos, GID • Fernley Henderson • Incline Village, GID • Indian Hills, GID • Las Vegas • Lovelock • Mesquite • North Las Vegas • Reno Pahrump • Sparks • Wells • West Wendover • Winnemucca • Yerington

April 22, 2013

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

Dear Mr. Dallaire:

First of all I would like to thank the Town of Gardnerville for being a member of the Nevada League of Cities and Municipalities. The strength of our organization is directly related to our membership. Secondly, I would like to share my excitement of being a part of the League and would like to extend an offer to you to contact me any time I can be of service.

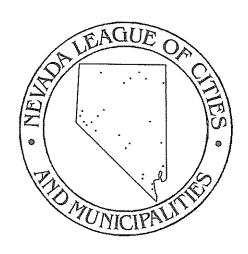
One of my goals as the new Executive Director of the League is to ensure that you receive value from your membership. Following the legislative session I plan on touring the state and visiting all of our members. I look forward to meeting you in person and getting to better understand the challenges that you face. I am also interested in your ideas of how the League can better serve your needs.

The League values your membership and pledges that we will do our best to ensure that you benefit from it. I am reviewing the operations of the League and the services we provide our members. This effort is being undertaken to ensure we continue to do what we do well, improve where needed and explore opportunities to provide additional services. You should have been receiving copies of the "City Courier", our new periodic newsletter, and I hope you have found it useful.

As I noted above, our strength is derived from the members and we value your participation in helping make the League stronger. I look forward to continuing our partnership and working together for the betterment of Nevada's cities and municipalities.

Sincerely,

Wes Henderson Executive Director



Thanks to participations, it has been been to be the you.

Thanks to confortent board don't have the with you.

It is later to the present of the present of

Jim Park 150 Hussman Avenue Gardnerville, NV 89410 (775) 783-8662 April 18, 2013

Tom Dallaire Town of Gardnerville 1407 Highway 395 Gardnerville, NV 89410

Dear Tom:

I'm writing to express my concern with the apparent lack of the Town's lack of clear communication with the community. On several occasions over the past few months Town furnished garbage cans at our residence have been left blocking egress from our residences' driveway after emptying by Town employees. Upon inquiry my wife was informed that the cans were not placed a minimum of 3 feet apart. As such it's apparent the garbage truck driver placed the emptied can to block driveway egress in an effort to "warn" our household of non-compliance. One of my issues with this is that not all households on our street are given similar "warnings", as review of the street after both times this has occurred showed that only our house had a blocked driveway while other houses with cans left closer than 3 feet between cans did not have blocked driveways. The "selective warning" method reflects negatively on the Town, and the inconsistency in its application is suspect.

Secondly, there is no information relative to requested spacing between cans on the Town website, although it has been mentioned in Town newsletters. I'm concerned with the relevance of information in the newsletter, given that a new greenwaste can replacement program was highlighted some time ago which led me to believe our neighborhood would have replacement cans and nothing has happened yet, nor have we been informed of a delay or that perhaps the program was halted. Seems like that article was at least issued a year ago and stated Arbor Gardens would be the first neighborhood to be changed out.

Thirdly, with Tuesday greenwaste pickup suspended for a large portion of the year we have been required to place two greenwaste cans street-side on our regular garbage day for them to be emptied. For our regular garbage cans and 2 greenwaste cans to be in compliance with a "3 foot between cans" rule requires nearly 20 feet of street frontage to comply when the girth of the cans is included. With a vehicle parked on the street, adding the driveway width and trying to keep the cans out of the cluster mailbox area rapidly approaches impossible.

Might seem like I'm whining, but frankly blocking the driveway by Town drivers is BS and needs to be stopped ASAP. The Town needs to put information on our website relative to can spacing, and employees should use common sense when cans are closer than 3 feet together. The difference in route time to pick up cans closer together than 3 feet is not and should not be a huge issue. Spacing cans is a "nice to have" but shouldn't be a "must have" if the Town is truly customer service oriented.

Tom Dallaire April 18, 2013 Page 2

Frankly, given the lack of effective Town communications with its trash service customers, I hope the Residents Against Mandatory Pickup (RAMP) decision mandating required trash service from the Town is soon revisited in the legal system. I would prefer to self-haul our residential trash versus "having by decree" the "service" the Town is now providing.

Sincerely,

Jim Park





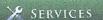


+myConnections: Engage your community - connect to news, events and information you care about. View more information.



GOVERNMENT

Guidelines & Projects





Search our site



You are here: Home > Services > Trash Collection

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E-Postcard

Events

Public Works

Streetlight Maintenance

Trash Collection

Visitor Information

Video Tour of Gardnerville



Trash Collection

Residential Trash

The Town of Gardnerville provides the refuse service for residents within the boundary of the town of Gardnerville.

Residential trash is picked up on Wednesday and Thursday. The downtown area, Sunset Park, Carson Valley Estates, Arbor Gardens, and Stodick Estates are all picked up on Wednesday. Chichester and Kingslane are picked up on Thursday.

Greenwaste (lawn clippings, weeds, leaves, and small branches) is collected for the entire town on Tuesday. Trash and green waste must be out by 5:30 am the day of pickup or the night before.

Please bag your trash. You will reduce the occurrence of littering as the material is transferred from your can to the truck. Also, keep your cans clean. This will discourage disturbance by animals.

Commercial Trash

The Town of Gardnerville picks up commercial trash every weekday. Please call for rates and services.

Hazardous Waste

For disposal of hazardous waste, call Douglas Disposal at (775) 782-5713.

The following is a sample list of items designated as hazardous waste. Do not put these or similar items into your regular

- Aerosol cans, household chemicals and cleaners, lighter fluid
- Anything that is combustible, flammable, corrosive or
- · Fluorescent tubes, bulbs, PCBs, ballasts
- Freon cylinders, propane cylinders
- · Herbicides, pesticides, fertilizers
- · Oil, antifreeze, gas, brake fluid, transmission fluid, batteries
- · Paints, solvents, stains, thinner

Spring & Fall Cleanup
Spring cleanup - April 3-5, 2013 on your regular trash day. Please keep extra bags or boxes three feet away from trash cans. On your regular trash day you may put out five extra bags, boxes or cans of trash.

Limb Pickup - April 10-12, 2013. Limbs need to be bundled with rope and the bundles must be no larger than three feet around and four feet high.

Greenwaste

The greenwaste service is suspended from January 1 through March 31 each year. We will begin picking up greenwaste

Extra Greenwaste Days - April 2, April 16, May 7, May 28, 2013. To take advantage of these extra greenwaste days please pick up the orange greenwaste trash bags at the town office.











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SENATE BILL NO, 225-SENATOR KIECKHEFER (BY REQUEST)

MARCH 8, 2013

JOINT SPONSOR: ASSEMBLYMAN KIRNER

Referred to Committee on Government Affairs

SUMMARY—Designates the Blue Weimaraner as the official state dog of the State of Nevada. (BDR 19-842)

Effect on Local Government: No. Effect on the State: No. FISCAL NOTE:

EXPLANATION - Masser in bosided italics is new; masser between brackets fornisted materials is material to be amitted.

relating to state emblems; designating the Blue Weimaraner as the official state dog of the State of Nevada; and providing other matters properly relating ACT relating to thereto. AN

Legislative Counsel's Digest:

Existing law designates numerous state emblems, including, without limitation, the designation of (1) the Mountain Bluebird as the official state bird; (2) the Vivid Dancer Damselfly as the official state insect; (3) the Desert Tortoise as the official state reptile; (4) the Desert Bighorn Sheep as the official state animal; and (5) the Lahontan Cutthroat Trout as the official state fish. (NRS 235.060-235.075) This bill designates the Blue Weinnaraner as the official state dog of the State of Nevada. -0×4×0

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. Chapter 235 of NRS is hereby amended by adding thereto a new section to read as follows:

The dog known as the Blue Weimaraner is hereby designated as the official state dog of the State of Nevada. 3.2 4





NRS 235.130 is hereby amended to read as follows:

Nevada a unique and bountiful state: design of the tartan represent the following features that make as the official state tartan of the State of Nevada. The colors and Pawlowski and further described in this section is hereby designated The tartan designed by Richard Zygmunt

waters of Lake Tahoe, fand the Mountain Bluebird, the official (a) Blue represents one of the state colors of Nevada, the pristine

(b) Silver represents the other state color, the official state mineral, the granite composition of the Sierra Nevada Mountain state bird [;], and the Blue Weimaraner, the official state dog;

Range and the silver country of northern Nevada;

state precious gemstone, and the red rock formations of southern Nevada; (c) Red represents the Virgin Valley black fire opal, the official

(d) Yellow represents Sagebrush, the official state flower, and symbolizes the Great Basin Region of central Nevada;

covered, which is the translation of the Spanish word "nevada"; (e) White represents the name of this state meaning snow-

(f) The crossing of the yellow and red stripes represents the different colors of Nevada sandstone, the official state rock; (g) The white intersection on the silver field stands for the

snow-capped peaks of granite mountains, which make up the Sierra Nevada Mountain Range; (h) The four blue lines represent the four main rivers of Nevada which are the Colorado River, Truckee River, Humboldt River and

Walker River; (i) The intersecting blue lines in the silver field represent the

Colorado River as it meets Hoover Dam and creates Lake Mead; (j) The small solid "boxes" of silver and blue number 8 by 8, or 64, to signify the year (1864) that Nevada was admitted into statehood; (k) The 13 solid-colored intersections of the small stripes

at an elevation of 13,143 feet; and represent Boundary Peak, the highest point in Nevada, which stands 16 solid silver intersections and the solid white

the one consolidated city-county government of Nevada. intersection in the center of the tartan represent the 16 counties and

colors, pattern and dimension of pattern: The official state tartan must be reproduced in the following







17 17 17 17 17

(2)

Dear Mayors of Nevada,

Last fall, I wrote my Senator and Assemblyman to ask that my Blue Weimaraner, Cheeto, be the Nevada State Dog. I named him after my favorite snack. I testified for Senate Bill 225 on April 1, 2013, to the Government Affairs Senate Committee. The Committee Chair did not call the bill for vote and the bill died on April 12, 2013. I was surprised he didn't vote on it because his last name was Parks and dogs love to go to parks.

My idea is a good one for the State of Nevada and I am not giving up. Will you support me at the 78th Legislative Session in Nevada? I will be turning 12 in 2015, and hope that Nevada will be the 12th state to have a dog that year. I found out this week from my parents that Cheeto has Lymphoma and won't live as long as I want, "forever." This gives me more reason to have the Blue Weimaraner be our state dog!

Here are my bullet points:

Nevada's citizen's are Strong, Independent, and Resourcefulso is the Blue Weimaraner.

The Blue Weimaraner is a Hunting Dog and many people in Nevada hunt. Nevada is a great hunting state.

The Blue Weimaraner is Blue like our State Flag and Color.
Plus their coat has a shiny Silver color in the sun.
Nevada is The Silver State.

I have a petition signed by others who agree with the Blue Weimaraner to be our State Dog.

You can take the Blue Weimaraner lots of places like cutting down Christmas Trees and even Trick or Treating.

They are great family dogs and love kids.

I am writing to ask for a letter of support from you to take with me to the $78^{\rm th}$ Legislative Session in Nevada. I will be turning 12 in 2015, and hope that Nevada will be the $12^{\rm th}$ state to have a dog that year.

Sincerely,

Brenlon Dillard 3rd Grade, High Desert Montessori School P.O. Box 18475

Reno, Nevada 89511

1-14



1-15



Gardnerville Town Board

AGENDA ACTION SHEET

	Funds	Available:	☑ N/A
3.	Depar	tment: Health and Sanitatio	on .
	Prepa	red by: Carol Louthan	Phone Number: 782-713
4.	Meetin	ng Date: May 7, 2013	Time Requested: none
5.	Agend	a: Consent	☐ Administrative
6.	Backg	round Information:	
		Residential Accounts	1701
			The state of the s
		Commercial Accounts	215
		Green Waste Accounts	1139
		Green Waste Accounts Cleanup Dumpsters X-cans	1139
		Green Waste Accounts Cleanup Dumpsters	1139 8
		Green Waste Accounts Cleanup Dumpsters X-cans # of new residential accounts	8 650 6 accts transferred to new owners
		Green Waste Accounts Cleanup Dumpsters X-cans # of new residential accounts # of new commercial	1139 8 650 6 accts transferred to new
		Green Waste Accounts Cleanup Dumpsters X-cans # of new residential accounts # of new commercial accounts	1139 8 650 6 accts transferred to new owners 0
		Green Waste Accounts Cleanup Dumpsters X-cans # of new residential accounts # of new commercial	8 650 6 accts transferred to new owners

Approved with Modifications

□ Continued

8. Board Action:

□Approved □ Denied

Health & Sanitation Report

April 2013

Changed rear end fluid on 608, 612 and 609.

Changed over greenwaste cans in Sunset, Arbor, Stodick and part of Hussman (qty 100+).

Changed out tires on 615.

Put good used tires on 608 to use them up before putting full set of new tires on.

Replaced brake chamber on 609.

Swept town - Trained Jody in process every Monday.

Training Steve McGee on rear loader/side loader.

Help parks with projects.

Delivered 16 cans.

Ordered parts for dumpsters.

Picked up extra greenwaste and limbs.

Hung banners on Mondays.

Serviced 615 and 612.

Lubed 608, 612 and 615.

Delivered 6 cleanup bins.

Gardnerville Town Board

AGENDA ACTION SHEET



1. Title: Approve April 2013 claims 2. Recommended Motion: Approve claims as submitted Funds Available: Ves \sqsubseteq N/A 3. Department: Administration Prepared by: Carol Louthan 4. Meeting Date: May 7, 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. ☑ N/A 7. Other Agency Review of Action: 8. Board Action: Approved __Approved with Modifications

Continued

Denied

Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Vendor	Invoice No.	Invoice Description	Status Held Reason	gason Invoice Date	Due Date	G/L Date Received Dat	Received Date Payment Date In	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.097 - Maint B&G	9							
13485 - Ahern Rentals Inc	11957478-1	205304	Paid by Check # 605118	04/08/2013	04/26/2013	04/26/2013	04/26/2013	23.66
13485 - Ahern Rentals Inc	11957859-1	205304		04/08/2013	04/26/2013	04/26/2013	04/26/2013	6.28
13485 - Ahern Rentals Inc	11960265-1	205304	Paid by Check # 605118	04/08/2013	04/26/2013	04/26/2013	04/26/2013	5,49
3457 - Western Nevada Supply Company	15479010	71273	Paid by Check # 605303	03/26/2013	04/26/2013	04/26/2013	04/26/2013	269.62
Account 520.136 - Rents & Leases Equipment	Leases Equipm	ent	Acc	Account 520.097 - Maint B&G Totals	t B&G Totals	Invoice Transactions 4	ns 4	\$305.05
3519 - Xerox Corporation	067314943	716307012	Paid by Check # 605110	04/01/2013	04/19/2013	04/19/2013	04/19/2013	230.78
Account 520.187 - Internet Expense	£ Expense		Account 520.136 - Rents & Leases Equipment Totals	ents & Leases Equip	ment Totals	Invoice Transactions 1		\$230.78
15887 - Charter Communications	0012509 4/13	8354110060012509	Paid by Check # 604872	04/02/2013	04/19/2013	04/19/2013	04/19/2013	36.00
Account 520.197 - Landfill Expense	Expense		Account 52	Account 520.187 - Internet Expense Totals	pense Totals	Invoice Transactions 1	1 sn	\$36.00
15853 - Carson City Landfill	10019318	228079	Paid by Check # 604859	03/01/2013	04/19/2013	04/19/2013	04/19/2013	341.62
15853 - Carson City Landfill	10019323	228079	# 604859 # 604859	03/01/2013	04/19/2013	04/19/2013	04/19/2013	352.06
15853 - Carson City Landfill	10019870	228079	Paid by Check # 604859	03/04/2013	04/19/2013	04/19/2013	04/19/2013	650.76
15853 - Carson City Landfill	10020123	228079	# 00 1035 Paid by Check # 604859	03/05/2013	04/19/2013	04/19/2013	04/19/2013	416.44
15853 - Carson City Landfill	10020307	228079	Paid by Check # 604859	03/06/2013	04/19/2013	04/19/2013	04/19/2013	464.00
15853 - Carson City Landfill	10020308	228079	Paid by Check # 604859	03/06/2013	04/19/2013	04/19/2013	04/19/2013	319.00
15853 - Carson City Landfill	10020328	228079	Paid by Check # 604859	03/06/2013	04/19/2013	04/19/2013	04/19/2013	351.48
15853 - Carson City Landfill	10020447	228079	# 604859 # 604859	03/07/2013	04/19/2013	04/19/2013	04/19/2013	397.30
15853 - Carson City Landfill	10020456	228079	# 50 logs Paid by Check # 604859	03/07/2013	04/19/2013	04/19/2013	04/19/2013	359.02
15853 - Carson City Landfill	10020457	228079	# 35 1537 Paid by Check # 604859	03/07/2013	04/19/2013	04/19/2013	04/19/2013	306.82
15853 - Carson City Landfill	10020625	228079	"	03/08/2013	04/19/2013	04/19/2013	04/19/2013	347.42
15853 - Carson City Landfill	10020626	228079	Paid by Check # 604859	03/08/2013	04/19/2013	04/19/2013	04/19/2013	387.44



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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

ayment Date - Invoice Amount	· .	1 \$1,215.00		04/05/2013 220.00	04/05/2013 237.50	\$927.50	04/26/2013 19.05	\$19.05	04/05/2013 94.62	04/05/2013 44.22	04/05/2013 321.81	\$460.65	04/12/2013 215.70	04/19/2013 290.39	04/26/2013 260.00	\$766.09	04/26/2013 23.50	\$23.50	04/12/2013 172.78
G/I Date Received Date Payment Date	13	Invoice Transactions 1 04/05/2013		04/05/2013 0	04/05/2013	Invoice Transactions 4	04/26/2013 0	Invoice Transactions 1	04/05/2013 0	04/05/2013 0	04/05/2013 04	Invoice Transactions 3	04/12/2013 04	04/19/2013 04	04/26/2013 04	Invoice Transactions 3	04/26/2013 04	Invoice Transactions 1	04/12/2013 04
Due Date	1	xpense Totals	04/05/2013	04/05/2013	04/05/2013	ısation Totals	04/26/2013	1edical Totals	04/05/2013	04/05/2013	04/05/2013	cpense Totals	04/12/2013	04/19/2013	04/26/2013	rtising Totals	04/26/2013	Repair Totals	04/12/2013
ason Invoice Date		Account 155.000 - Prepaid Expense Totals 03/27/2013 04/05/2013	03/27/2013	03/27/2013	03/27/2013	Account 510.150 - Board Compensation Totals	04/22/2013	Account 511.201 - PEBS-Ret.Medical Totals	03/16/2013	03/16/2013	03/18/2013	Account 520.055 - Telephone Expense Totals	03/31/2013	03/31/2013	03/14/2013	Account 520.072 - Advertising Totals	04/02/2013	Account 520.084 - Replacement & Repair Totals	03/27/2013
Status Held Reason	Check 84	Account :	# 604355 Paid by Check	# 604395 Paid by Check	# 604431 Paid by Check # 604465	Account 510.	Paid by Check # 605241		Paid by Check	Paid by Check	# 504335 Paid by Check # 604469		Paid by Check	# 5047.50 Paid by Check	# 605048 Paid by Check # 605757		Paid by Check	Account 520.08	Paid by Check
Invoice Description	15663	GVILLE	G'VILLE	G'VILLE	G'VILLE		731		77578271340502795	77578238560808025	1 268465621		3 1063912	3 1063680	311942		G'VILLE		791804
Invoice No.	repaid Expense 15663 5/13	dmin oard Compensation 4/13 BOARD	4/13 BOARD	4/13 BOARD	4-13 BOARD	ap C. Dot Modical	-b3-rec.medical 4-13 PREMIUMS		slephone Expense 782-7134 3/13	782-3856 3/13	268465621-104 268465621		ivertising 1063912033113 1063912	1063680033113 1063680	0003834338	riend 9 homoselson BOA Establish	piacement & Repair 217449		wer 791804 3-13
Vendor	Fund 610 - Gardnerville Town Account 155.000 - Prepaid Expense 26311 - Micromain Corporation 1563 5,	Department 921 - Gardnerville Admin Account 510.150 - Board Compensation 4288 - Higuera Lloyd W	28960 - Miller Kenneth	18629 - Philips Michael	2969 - Slater Linda	Arrent E11 201 - DEBC. Det Modine	20219 - NV ST Public Employees		Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 3,	29103 - Frontier	5061 - Sprint/Nextel		Account 520.072 - Advertising 22633 - Sierra Nevada Media Group	22633 - Sierra Nevada Media Group	2685 - Reno Gazette Journal	OG NOO OCH tourson	Account 320,004 - Ke 26531 - Waving at You.com	COO CET January	Account 3.20.059 - PO 2924 - NV Energy

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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

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Invoice Amount		65.87	80.40	56.64	\$202.91	66.97	20.93	\$87.90	23.65	6.29	269.63	\$299.57	230.77	\$230.77	35.00	\$35.00	-	35.99	\$35.99	1,217.64	\$1,217.64
Received Date Payment Date		04/05/2013	04/05/2013	04/05/2013	ctions 3	04/12/2013	04/12/2013	ctions 2	04/26/2013	04/26/2013	04/26/2013	tions 3	04/19/2013	tions 1	04/12/2013	tions 1		04/19/2013	tions 1	04/05/2013	tions 1
G/L Date Received		04/05/2013	04/05/2013	04/05/2013	Invoice Transactions	04/12/2013	04/12/2013	Invoice Transactions	04/26/2013	04/26/2013	04/26/2013	Invoice Transactions	04/19/2013	Invoice Transactions	04/12/2013	Invoice Transactions 1		04/19/2013	Invoice Transactions	04/05/2013	Invoice Transactions
Due Date		04/05/2013	04/05/2013	04/05/2013	ating Totals	04/12/2013	04/12/2013	sewer Totals	04/26/2013	04/26/2013	04/26/2013	t B&G Totals	04/19/2013	ment Totals	04/12/2013	ships Totals	<u></u>	04/19/2013	sense Totals	04/05/2013	vices Totals
on Invoice Date		03/19/2013	03/19/2013	03/19/2013	Account 520.092 - Heating Totals	04/01/2013	04/01/2013	Account 520.093 - Utilities-Sewer Totals	04/08/2013	04/08/2013	03/26/2013	Account 520.097 - Maint B&G Totals	04/01/2013	ts & Leases Equip	04/02/2013	Account 520.170 - Memberships Totals		04/02/2013	Account 520.187 - Internet Expense Totals	03/27/2013	Account 521.130 - Legal Services Totals
Status Held Reason	i .	Paid by Check # 604467	Paid by Check # 604467	Paid by Check # 604467	AG	Paid by Check # 604682	Paid by Check # 604682	Account 52	Paid by Check # 605118	Paid by Check # 605118	Paid by Check # 605303		Paid by Check # 605110	Account 520.136 - Rents & Leases Equipment Totals	Paid by Check			Paid by Check # 604872	Account 520.	Paid by Check	
Invoice Description		2410015779022	2411072224004	2411188600002		0296	0594		205304	205304	71273	÷	716307012		GVILLE			8354110060012509		G'VILLE	
Invoice No.		0015779022 3- 13	1072224004 3- 13	1188600002 3- 13	-Sower	13-040290	13-040581	8.6	11957478-1	11957859-1	15479010	بهرمانيه المرادر ا	067314943	,	ships 13 LOUTHAN		: Expense	0012509 4/13	1	22220	
Vendor	Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 520.092 - Heating	3021 - Southwest Gas-Las Vegas	3021 - Southwest Gas-Las Vegas	3021 - Southwest Gas-Las Vegas	Account 520 003 - Hillitias-Sawar	2030 - Minden-Gardnerville Sanitation	2030 - Minden-Gardnerville Sanitation	Account 520.097 - Maint B&G	13485 - Ahern Rentals Inc	13485 - Ahern Rentals Inc	3457 - Western Nevada Supply Company	Account 500 106 . Bonte 9. Louis Equipment	3519 - Xerox Corporation		Account 520.170 - Memberships 6680 - Secretary Of State		Account 520.187 - Internet Expense	15887 - Charter Communications	A PROPERTY OF A	Account 321.130 - Legal Services 10816 - Rowe Hales & Yturbide LLP 22220	



Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Vendor	Invoice No.	Invoice Description	Status Held Reason	Invoice Date	Due Date	G/L Date R	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 533.800 - Office Supplies	Ę							
6089 - A-#1 Chemical Inc	4624538	296958	Paid by Check # 604813	03/27/2013	04/19/2013	04/19/2013	04/19/2013	32.86
12997 - Do Co Procurement Program	3-13 POULSON	GVILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	190.49
12997 - Do Co Procurement Program	3-13 LOCHRIDGE	G'VILLE"	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	37.43
12997 - Do Co Procurement Program	3-13 LOUTHAN	G'VILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	15.86
26465 - Diamond Printing Inc	6532	GVILLE	Paid by Check # 605165	04/15/2013	04/26/2013	04/26/2013	04/26/2013	245.15
Account FFO OO4 Microflesson Events			Account 533.	Account 533.800 - Office Supplies Totals	oplies Totals	Invoice	Invoice Transactions 5	\$521.79
4337 - NV ST Dept of Public Safety	ianeous Expenses 28698 G'VILLE	880005	Paid by Check # 605011	04/01/2013	04/19/2013	04/19/2013	04/19/2013	37.50
			Account 550.001 - Miscellaneous Expenses Totals Department 921 - Gardnerville Admin Totals	tt 550.001 - Miscellaneous Expenses Totals Department 921 - Gardnerville Admin Totals	enses Totals dmin Totals	Invoice Invoice	Invoice Transactions 1 Invoice Transactions 31	\$37.50 \$5,038.64
Department 923 - Parks & Recreation Account 520.084 - Replacement & Repair	រ cement & Repair							
12997 - Do Co Procurement Program	3-13 DALLAIRE	GVILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	139.99
2121 - Meeks Lumber	735957	06G1570	Paid by Check # 604982	03/19/2013	04/19/2013	04/19/2013	04/19/2013	9.40
2121 - Meeks Lumber	737557	06G1570	# 604982	03/28/2013	04/19/2013	04/19/2013	04/19/2013	22.32
2121 - Meeks Lumber	737756	06G1570	Paid by Check # 604982	03/29/2013	04/19/2013	04/19/2013	04/19/2013	50.32
2121 - Meeks Lumber	737798	06G1570	Paid by Check # 604982	03/29/2013	04/19/2013	04/19/2013	04/19/2013	13.77
13485 - Ahern Rentals Inc	11916675-1	205304	Paid by Check # 605118	03/27/2013	04/26/2013	04/26/2013	04/26/2013	19.98
26531 - Waving at You.com	217449	G'VILLE	Paid by Check # 605299	04/02/2013	04/26/2013	04/26/2013	04/26/2013	224.00
3457 - Western Nevada Supply Company	45498157	71273	Paid by Check # 605303	04/12/2013	04/26/2013	04/26/2013	04/26/2013	267.00
Account 520,089 - Power			Account 520.084 - Replacement & Repair Totals	eplacement & R	epair Totals	Invoice	Invoice Transactions 8	\$746.78
2924 - NV Energy	791804 3-13	791804	Paid by Check # 604701	03/27/2013	04/12/2013	04/12/2013	04/12/2013	520.26
				Account 520,089 - Power Totals	ower Totals	Invoice	Invoice Transactions 1	\$520.26

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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason Invol	Involce Date	Dire Date	G/F Date	Received Data Dayment Data	te Tovoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.093 - Utilities-Sewer	9.						j - Davis	ייייייי סמיר י חלוויייוניון לי	
2030 - Minden-Gardnerville Sanitation	13-040763	8/2/0	Paid by Check # 604682	04/0	1/2013	04/01/2013 04/12/2013	04/12/2013	04/12/2013	125.58
Account 532,003 - Gas & Oil	Oil			Account 520.093 - Utilities-Sewer Totals	tilities-Se	wer Totals	Invoi	Invoice Transactions 1	\$125.58
3814 - Flyers Energy LLC	CFS0630797	8308	Paid by Check # 604333	03/1	03/15/2013	04/05/2013	04/05/2013	04/05/2013	104.58
Account 522 547 - Cmall Brainett	Droitore			Account 532.003 - Gas & Oil Totals	03 - Gas (& Oil Totals	Invoi	Invoice Transactions 1	\$104.58
3457 - Western Nevada Supply Company	45460668	71273	Paid by Check # 604509	:0/20	03/01/2013	04/05/2013	04/05/2013	04/05/2013	138.00
3457 - Western Nevada Supply Company	45462926	71273	Paid by Check # 604509	03/0	03/05/2013	04/05/2013	04/05/2013	04/05/2013	454.48
3457 - Western Nevada Supply Company	45467502	71273	Paid by Check # 604509	03/1.	03/11/2013	04/05/2013	04/05/2013	04/05/2013	228.00
3457 - Western Nevada Supply Company	45472696	71273	Paid by Check # 604509	03/52	03/22/2013 (04/05/2013	04/05/2013	04/05/2013	327.00
3457 - Western Nevada Supply Company	45473085	71273	Paid by Check # 604509	03/18	03/18/2013 (04/05/2013	04/05/2013	04/05/2013	274.04
27147 - Impact Construction	450	GVILLE	Paid by Check # 604648	03/28	03/28/2013 (04/12/2013	04/12/2013	04/12/2013	2,934.90
2121 - Meeks Lumber	1515106C	06G1570	Paid by Check # 604982	03/0/	03/07/2013 (04/19/2013	04/19/2013	04/19/2013	(15.00)
271 - Carson Valley Signs	189	GVILLE	Paid by Check # 605142	04/0	04/04/2013 (04/26/2013	04/26/2013	04/26/2013	25.00
			A Depar	Account 533.817 - Small Projects Totals Department 923 - Parks & Recreation Totals	mall Proj & Recrea	ects Totals tion Totals	Invoid Invoid	Invoice Transactions 8 Invoice Transactions 19	\$4,366.42 \$5,863.62

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THYOICE NO. THYOICE DESCRIPTION
205304
205304
000330
G'VILLE
A17-14675
1075650
1075650
791804 Paid by Check # 604701
06G1570 Paid by Check # 604982
8308 Paid by Check # 604333
03 1555 8308 Paid by Check # 604929
205304 Paid by Check # 605118
Account 532.019 - Storm Drain Maintenance Totals
000330 Pair
000330 Paid by Check # 604347
000330 # 604247 # 604247



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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Invoice Amount	3,120.00	\$3,120.00 8,415.00	\$8,415.00	\$108,234.00 \$126,797.75 \$138,915.01	220.00	250.00	220.00	237.50	\$927.50	94.62	44.21	\$138.83
Received Date Payment Date	04/19/2013	Invoice Transactions 1 013 04/26/2013	Invoice Transactions 1 013 04/05/2013	Invoice Transactions 1 Invoice Transactions 18 Invoice Transactions 69	04/05/2013	04/05/2013	04/05/2013	04/05/2013	Invoice Transactions 4	04/05/2013	04/05/2013	Invoice Transactions 2
G/L Date Ro	04/19/2013	ance Totals Invoice 04/26/2013 * 04/26/2013	Invoice 04/05/2013	Invoice Invoice Invoice	04/05/2013	04/05/2013	04/05/2013	04/05/2013	Invoice	04/05/2013	04/05/2013	Invoice
Due Date	04/19/2013	nance Totals 04/26/2013	ojects Totals 04/05/2013	rs Out Totals Norks Totals Town Totals	04/05/2013	04/05/2013	04/05/2013	04/05/2013	sation Totals	04/05/2013	04/05/2013	oense Totals
Invoice Date	04/03/2013	ıck Seal Mainte 04/09/2013	Account 562.000 - Capital Projects Totals 03/27/2013 04/05/2013	Account 618.700 - Transfers Out Totals rtment 926 - Other Public Works Totals Fund 610 - Gardnerville Town Totals	03/27/2013	03/27/2013	03/27/2013	03/27/2013	Board Compens	03/16/2013	03/16/2013	- Telephone Ex
Status Held Reason	Paid by Check # 604882	Account 532.116 - Crack Seal Maintenance Totals Paid by Check 04/09/2013 04/26/2013 # 605233	Account 562.0 Paid by Check # 604339	Account 618.700 - Transfers Out Totals Department 926 - Other Public Works Totals Fund 610 - Gardnerville Town Totals	Paid by Check # 604355	Paid by Check # 604395	Paid by Check # 604431	Paid by Check # 604465	Account 510.150 - Board Compensation Totals	Paid by Check # 604336	Paid by Check # 604336	Account 520.055 - Telephone Expense Totals
Invoice Description	GARDNT	0500081	GVILLE		GVILLE	G'VILLE	G'VILLE	G'VILLE		77578271340502795	77578238560808025	
Invoice No.	ardnerville Town 926 - Other Public Works Account 532.116 - Crack Seal Maintenance action Sealants & Supply R84305	al Projects Inc 16798	fers Out TRANSFER 3/13 G'VILLE	n on (Compensation	4/13 BOARD	4/13 BOARD	4/13 BOARD	4-13 BOARD	hone Expense	782-7134 3/13	782-3856 3/13	
THE RESERVE TO SERVE THE RESERVE TO SERVE THE RESERVE TO SERVE THE RESERVE THE	Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 532.116 - Crack S 5352 - Construction Sealants & Supply	Account 562.000 - Capital Projects 4030 - Northwest Hydraulic Consultants Inc 16798	Account 618.700 - Transfers Out 7367 - Gardnerville Town Of	Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 510.150 - Board Compensation	4288 - Higuera Lloyd W	28960 - Miller Kenneth	18629 - Philips Michael	2969 - Slater Linda	Account 520.055 - Telephone Expense			

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Paid by Check	000330
Paid by Check	71273
	GAR050
Paid by Check	TOWN01
Paid by Check	4170
# 004/20 Paid by Check # 604726	4170
Paid by Check	4170
aid by Check	# 4170 P
id by Check	# 455902 Pa #
d by Check	1075650 Pai
# 002212 Paid by Check # 605299	GVILLE Paid # 60
Account 520.084 - Replacement & Repair Totals	:
Paid by Check # 604701	791804 Paid # 60
Paid by Check # 604467	2410015779022 Paid # 60
by Check	2411072224004 Paid # 60
Paid by Check # 604467	2411188600002 Paid # 60
Paid by Check	0296 Paid b
Paid by Check	0594 Paid I
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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason Invol	Invoice Date	Due Date	G/L Date Re	Received Date Payment Date Invo	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense	Expense								
15853 - Carson City Landfill	10021142	228079	Paid by Check # 604859	03/1	03/11/2013 (04/19/2013	04/19/2013	04/19/2013	559.12
15853 - Carson City Landfill	10021432	228079	Paid by Check # 604859	03/1.	03/12/2013 (04/19/2013	04/19/2013	04/19/2013	379.32
15853 - Carson City Landfill	10021653	228079	Paid by Check # 604859	03/1:	03/13/2013 (04/19/2013	04/19/2013	04/19/2013	425.14
15853 - Carson City Landfill	10021666	228079	Paid by Check # 604859	03/17	03/13/2013 (04/19/2013	04/19/2013	04/19/2013	441.38
15853 - Carson City Landfill	10021720	228079	Paid by Check # 604859	03/17	03/13/2013 (04/19/2013	04/19/2013	04/19/2013	394.98
15853 - Carson City Landfill	10021940	228079	Paid by Check # 604859	03/1	03/14/2013 (04/19/2013	04/19/2013	04/19/2013	444.28
15853 - Carson City Landfill	10021965	228079	Paid by Check # 604859	03/1	03/14/2013 (04/19/2013	04/19/2013	04/19/2013	391.50
15853 - Carson City Landfill	10021979	228079	Paid by Check # 604859	03/1	03/14/2013 (04/19/2013	04/19/2013	04/19/2013	441.96
15853 - Carson City Landfill	10022212	228079	Paid by Check	03/1	03/15/2013 (04/19/2013	04/19/2013	04/19/2013	426.30
15853 - Carson City Landfill	10022213	228079	Paid by Check # 604859	03/1	03/15/2013 (04/19/2013	04/19/2013	04/19/2013	377.58
15853 - Carson City Landfill	10022938	228079	Paid by Check	03/18	03/18/2013 0	04/19/2013	04/19/2013	04/19/2013	622.34
15853 - Carson City Landfill	10023231	228079	Paid by Check	03/15	03/19/2013 0	04/19/2013	04/19/2013	04/19/2013	501.70
15853 - Carson City Landfill	10023507	228079	Paid by Check	03/20	03/20/2013 0	04/19/2013	04/19/2013	04/19/2013	361.92
15853 - Carson City Landfill	10023508	228079	Paid by Check	03/20	03/20/2013 0	04/19/2013	04/19/2013	04/19/2013	498.22
15853 - Carson City Landfill	10023534	228079	Paid by Check	03/50	03/20/2013 0	04/19/2013	04/19/2013	04/19/2013	381.06
15853 - Carson City Landfill	10023559	228079	Paid by Check # 604859	03/20	03/20/2013 0	04/19/2013	04/19/2013	04/19/2013	426.88
15853 - Carson City Landfill	10023688	228079	Paid by Check	03/21	03/21/2013 0	04/19/2013	04/19/2013	04/19/2013	457.62
15853 - Carson City Landfill	10023701	228079	Paid by Check	03/21	03/21/2013 0	04/19/2013	04/19/2013	04/19/2013	452.40
15853 - Carson City Landfill	10023720	228079	Paid by Check	03/21	03/21/2013 0	04/19/2013	04/19/2013	04/19/2013	307,98
15853 - Carson City Landfill	10023930	228079	Paid by Check	03/23	03/22/2013 0	04/19/2013	04/19/2013	04/19/2013	311.46
15853 - Carson City Landfill	10023931	228079		03/22	03/22/2013 0	04/19/2013	04/19/2013	04/19/2013	374.10
15853 - Carson City Landfill	10024657	228079		03/25	03/25/2013 0	04/19/2013	04/19/2013	04/19/2013	575.36

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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

10025001 228079	δυ	Paid by Check # 604859	03/26/2013	04/19/2013	04/19/2013	04/19/2013	355.54
10025253 228079	ō.	Paid by Check	03/27/2013	04/19/2013	04/19/2013	04/19/2013	371.78
10025256 228079	δυ	# Paid by Check	03/27/2013	04/19/2013	04/19/2013	04/19/2013	440.22
10025314 228079	6	# Paid by Check # 204050	03/27/2013	04/19/2013	04/19/2013	04/19/2013	288.26
10022567 228079	φ.	# Paid by Check # 204050	03/28/2013	04/19/2013	04/19/2013	04/19/2013	412,38
10025569 228079		# vorozz Paid by Check # 604050	03/28/2013	04/19/2013	04/19/2013	04/19/2013	458.20
228079		# 00-1039 Paid by Check # 604050	03/28/2013	04/19/2013	04/19/2013	04/19/2013	421.66
228079		# 004639 Paid by Check # 604050	03/29/2013	04/19/2013	04/19/2013	04/19/2013	399.62
228079		# 604659 Paid by Check # 604650	03/29/2013	04/19/2013	04/19/2013	04/19/2013	348.00
40990612 3/13 40990612		# 004639 Paid by Check # 604912	04/01/2013	04/19/2013	04/19/2013	04/19/2013	954.93
			Account 520.197 - Landfill Expense Totals	tpense Totals	Invoice Transactions	sactions 44	\$18,696.55
GVILLE		Paid by Check # 604447	03/27/2013	04/05/2013	04/05/2013	04/05/2013	195.00
		∢ ✓	Account 521.130 - Legal Services Totals	ervices Totals	Invoice Transactions	sactions 1	\$195.00
8308		Paid by Check	03/15/2013	04/05/2013	04/05/2013	04/05/2013	1,510.99
CFS0638796 8308		Faid by Check	03/31/2013	04/19/2013	04/19/2013	04/19/2013	1,430.28
		C2C100 #	Account 532.003 - Gas & Oil Totals	s & Oil Totals	Invoice Transactions	actions 2	\$2,941.27
LREN791362 000330		Paid by Check	03/05/2013	04/05/2013	04/05/2013	04/05/2013	3.86
LREN793638 000330		# ocrzz, Paid by Check # cnzzz	03/12/2013	04/05/2013	04/05/2013	04/05/2013	3.86
LREN798144 000330		# outzt/ Paid by Check # 604247	03/26/2013	04/05/2013	04/05/2013	04/05/2013	2.89
		÷ 3	Account FOO CONTRACTOR	Clatal Tatal	Consists many Transferred		410.61

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Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Vendor Find 611 - Candrowillo Bantish 9 Com	Invoice No.	Invoice Description	Status Held Reason	Invoice Date	Due Date	G/L Date Re	Received Date Payment Date	Invoice Amount
Department 925 - Health & Sanitation Account 533.800 - Office Supplies	n Supplies							
6089 - A-#1 Chemical Inc	4624538	296958	Paid by Check # 604813	03/27/2013	04/19/2013	04/19/2013	04/19/2013	32.87
12997 - Do Co Procurement Program	3-13 POULSON	G'VILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	190.50
12997 - Do Co Procurement Program	3-13 LOCHRIDGE	G'VILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	37.42
12997 - Do Co Procurement Program	3-13 LOUTHAN	G'VILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	45.09
26465 - Diamond Printing Inc	6532	GVILLE	Paid by Check # 605165	04/15/2013	04/26/2013	04/26/2013	04/26/2013	245.16
			Account 533.800 - Office Supplies Totals Department 925 - Health & Sanitation Totals	Account 533.800 - Office Supplies Totals artment 925 - Health & Sanitation Totals	pplies Totals	Invoice T	Invoice Transactions 5	\$551.04
			Fund 611 - Gardnerville Health & San Totals	erville Health	& San Totals	Invoice	Invoice Transactions 84	\$25,916.25
Fund 811 - Gardnerville Main Street Department 960 - Gardnerville Main Street Account 520.072 - Advertising	treet ising							
12997 - Do Co Procurement Program	3-13 LOCHRIDGE	GVILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	368.00
Account 520.200 - Training & Education	g & Education		Account 52	Account 520.072 - Advertising Totals	tising Totals	Invoice T	Invoice Transactions 1	\$368.00
12997 - Do Co Procurement Program	3-13 LOCHRIDGE	G'VILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	105.00
19100 - Pross Margaret	3/13 COC LUNCH	REIMBURSEMENT	Paid by Check # 605023	03/20/2013	04/19/2013	04/19/2013	04/19/2013	20.00
Account 550,001 - Miscellaneous Expenses	aneous Exnenses		Account 520.200 - Training & Education Totals	aining & Educ	cation Totals	Invoice T	Invoice Transactions 2	\$125.00
12997 - Do Co Procurement Program	3-13 LOCHRIDGE	GVILLE	Paid by Check # 604900	03/27/2013	04/19/2013	04/19/2013	04/19/2013	135.04
Account 550.235 - Organization Committee	zation Committee	n	Account 550.001 - Miscellaneous Expenses Totals	llaneous Expe	enses Totals	Invoice T	Invoice Transactions 1	\$135.04
26186 - Entertainer Inc	1103	G'VILLE	Paid by Check # 604920	04/01/2013	04/19/2013	04/19/2013	04/19/2013	378.05
7132 - Accolades	9076	G'VILLE	Paid by Check # 605113	04/05/2013	04/26/2013	04/26/2013	04/26/2013	6.50
			Account 550.235 - Organization Committee Totals	ization Comr	nittee Totals	Invoice T	Invoice Transactions 2	\$384.55

Page 11 of 12

Page 12 of 12

Run by Marie Nicholson on 05/02/2013 08:33:29 AM

Accounts Payable by G/L Distribution Report Payment Date Range 04/01/13 - 04/30/13

Held Reason Invoice Date Due Date G/I Date Received Date Payment Date Invoice Amount		04/12/2013 2,000.00	04/19/2013 24.68	ctions 2 \$2,024.68	ctions 8 \$3,037.27	
G/I Date Received		04/12/2013	04/19/2013	Invoice Transactions 2	Invoice Transactions 8	Invoice Transactions 8 Invoice Transactions 161
Due Date	The state of the s	03/27/2013 04/12/2013 04/12/2013	04/19/2013	nittee Totals	street Totals	street Totals Grand Totals
Invoice Date		03/27/2013	03/15/2013 04/19/2013	Design Comn	erville Main	erville Main !
Held Reason	THE PROPERTY OF THE PROPERTY O	~	V	Account 550.236 - Design Committee Totals	Department 960 - Gardnerville Main Street Totals	Fund 811 - Gardnerville Main Street Totals Grand Totals
Status		Paid by Check # 604626	Paid by Check # 604982	AC	Departn	<u>и.</u>
Invoice No. Invoice Description		G'VILLE	06G1570			
Invoice No.	treet Committee	3436	735348			
Vendor	Fund 811 - Gardnerville Main Street Department 960 - Gardnerville Main Street Account 550.236 - Design Committee	9081 - Genoa Trees & Landscape Inc	2121 - Meeks Lumber			* = Prior Fiscal Year Activity



AGENDA ACTION SHEET

1.	Valley Cruisers Rockathon Car Show and Swap Meet, Saturday, May 18, 2013
2.	Recommended Motion: Motion to approve the Town Park Use/Special Ever application for Valley Cruisers Rockathon Car Show and Swap Meet, Saturday May 18, 2013. Funds Available: ✓ Yes ✓ N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: N/A
5.	Agenda: Consent — Administrative
	Background Information: See attached application & insurance certificate
5.	Other Agency Review of Action: □Douglas County
7.	Board Action:
	□Approved □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: $5 -) - 2013$ (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 FARK (Submit letter of property owner's permission if event is to be held on private property)
Street(s) proposing to be closed:
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: Noe THE D
Name of Applicant Organization or Business: Valley Corporation: Yes No (If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).
Contact Person: CHUCK HILL Supervisor of Activity: CHUCK HILL 265-0548 Home Telephone #: 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: 1411 MATTHEW CT. GARDIVERVILLE VI (If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)
Mailing Address: 1411 MATTHEWCT, GARDNERVILLE NV. 89460
Type of Activity Town Park will be used for: Rockathon
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

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:	-013
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:	
Receipt Number: Facility Reviewed: Scheduled for Town Board Agondo:	
Scheduled for Town Board Agenda:Approved:	
Scheduled for Douglas County Commissioner Agenda:	
Deposit Returned:	

A copy of the approved application MUST be at the event



CERTIFICATE OF LIABILITY INSURANCE

DATE (MW/OD/YYYY)

4/20/13 1d

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). PRODUCER Loretta Dearing PHONE | 1-800-272-6784 J.C. Taylor, Inc. ADDRESS: 320 S. 69th St. INSURER(S) AFFORDING COVERAGE NAIC # Upper Darby, Pa. 19082 70 6 Insurer A INSURED 川田田 14. INSURER 8: Valley Cruisers Car Club INSURER C P.O. Box 1184 INSURER D Gardnerville, NV 89410-1184 LIL INSURER E INSURER F : 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. ADDLISUUR INSR WVD POLICY EFF POLICY EXP TYPE OF INSURANCE UNITS POLICY NUMBER GENERAL LIABILITY s1,000,000. EACH OCCURRENCE DANAGE TO RENTED PREMISES (Ea occurrence) Α X COMMERCIAL GENERAL LIABILITY 2/17/13/2/17/14 s 1,000,000. PAS37982585 CLAMS-MADE X OCCUR s 10,000. MED EXP (Any one person) PERSONAL & ADVINJURY <u> 51,000,000</u> GENERAL AGGREGATE 52,000,000. GEN'L AGGREGATE LIMIT APPLIES PER: PRODUCTS - COMPIOP AGG 52,000,000 X POLICY COMBINED SINGLE UMIT (Ea accided) AUTOMOBILE LIABILITY s 1,000,000. BODILY INJURY (Per person) ANY AUTO SCHEDULED AUTOS NON-OWNED AUTOS ALL OWNED AUTOS 20DiLY INJURY (Per accident) \$ PAS37982585 2/17/132/17/14 FROPERTY DAMAGE (Per accident) х HIRED AUTOS A UMBRELLA LIAB OCCUR EACH OCCURRENCE EXCESS LIAB CLAIMS-MADE AGGREGATE 5 DED RETENTION S WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E L. EACH ACCIDENT (Mandatory in NH) E L. DISEASE - EA EMPLOYEE If yes, describe under DESCRIPTION OF OPERATIONS below E L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Heritage Park Rock-A-Thon

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Douglas County, NV

Town of Gardnerville · Spence Commercial Properties Chichester Estates Joint Venture

May 18, 2013

CANCELLATION

Gilmore St. Gardnerville, NV

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

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AGENDA ACTION SHEET



1.	For Possible Action: Approve Town Park Use/Special Event application for Old Town Days, September 12-15, 2013.					
2.	Recommended Motion: Approve Town Park Use/Special Event application for Old Town Days, September 12-15, 2013.					
	Funds Available: Yes □ N/A					
3.	Department: Administration Prepared by: Tom Dallaire					
I.	Meeting Date: May 7, 2013 Time Requested: N/A					
) .	Agenda: ☐ Consent ☐ Administrative					
	Background Information: We have asked that the insurance certificate read as per corrected cover page.					
).	Other Agency Review of Action: □Douglas County					
•	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: $Sept 12 - 15$, $Z013$ (Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)
Location of Event/Activities: Hevi tage Park (Submit letter of property owner's permission if event is to be held on private property)
Street(s) proposing to be closed:
Requesting use of Heritage Park? YesNo
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: Westage Civil WAR Vol. Corporation: Yes No_ (If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).
Contact Person: Ken Auld Supervisor of Activity:
Home Telephone #: Business Telephone #_310 - 4990 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: P. O. BOX 505 Doyle C4114. 96109 (If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)
Mailing Address: Stre as a bove
Type of Activity Town Park will be used for: <u>Genous Heatigus</u> camps battles
Will alcohol be sold or served? Yes No X
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? YesNo_X
Date(s) Requested (include setup and tear down time): September (2-15, 2013
Event hours: CAMPS OPEN 9AM to 5pm
Describe proposed event, concessions, fund-raisers, etc.
Town services, if any, required: Waker, Toilets, bleachers, garbage came
(Electrical outlets, restroom/toilet facilities, etc.)
Will you have tents, bounce houses, canopies, dance floors etc? Yes No
If Yes, specify quantity, dimesions, etc.: $\frac{16n45}{6}$ 6 x 6
(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than $20' \times 20'$ 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:
(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: Co. Sheriff;
(Submit Douglas County Sheriff's Office authorization and approval)
Water and Sanitation Plan if food is being sold or consumed during event:
Event Clean-up/Sanitation/Garbage Plan:
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:	with Aules Date: 3/29/13
·	Date:
(If applicant is a corporation, must include signature of president corporation)	
Printed Name(s) of Authorized Representative(s) of Applicant above	: Konneth And
(Town Office Use Only)	
Application Fees Paid:	
Deposit amount Paid: Date Processed:	
Receipt Number: Facility Reviewed.	
Scheduled for Lown Board Agenda:	
Approved:	
Scheduled for Douglas County Commissioner Agenda:	
Approved: Deposit Returned:	
Deposit Retained:	

A copy of the approved application MUST be at the event

TOWN OF GARDNERVILLE SPENCE COMMERCIAL PROPERTIES 1407 US HIGHWAY 395 N GARDNERVILLE, NV 89410

and adjacent,
vacant,
commercial
property owned by
spence
commercial

Additional Certholder Text

NEVADA CIVIL WAR VOLUTEERS WILL PERFORM THEIR REENACTMENTS AT HERITAGE PARK IN GARDNERVILLE, NEVADA. THE TOWN OF GARDNERVILLE IS ADDITIONAL INSURED WITH RESPECT TO THE EVENT ON SEPT 12,13,14, 15th AT HERITAGE PARK PER BUSINESS LIABILITY FORM SS0008.





1.	For Possible Action: Accept the Tree City USA award for 2012.
2.	Recommended Motion: Accept Tree City USA award for 2012. Funds Available: Yes N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
1.	Meeting Date: May 7, 2013 Time Requested: N/A
5.	Agenda: <u>□</u> Consent <u>□</u> Administrative
	Background Information: See attached
5.	Other Agency Review of Action: Douglas County N/A
7.	Board Action:
	Approved —Approved with Modifications Denied —Continued



Press Release: Arbor Day Celebration in Gardnerville

Release Date: For Immediate Release

Contact: Carol Louthan, Town of Gardnerville

Phone: 775-782-7134

E-mail: clouthan@co.douglas.nv.us

Arbor Day Celebration 2013 April 26, 2013, 2:30 p.m.

The Town of Gardnerville will celebrate the 137th Arbor Day on April 26, 2012 at 2:30 p.m. at the Heritage Park Garden (across from Heritage Park) on Ezell Street in Gardnerville. The event will be attended by members of the Douglas High Conservation Club, Main Street Gardnerville Garden Committee members and town staff members. Please join us while we plant a tree at the children's garden section of Heritage Park Garden to provide shade and color.

The Town of Gardnerville was named 2012 Tree City USA by the Arbor Day Foundation. This is the 11th year Gardnerville has earned the national designation.



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Gardnerville Tree City USA

Gardnerville, NV was named a 2012 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management. This is the 11th year Gardnerville has earned the national designation.

Gardnerville achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Everyone benefits when elected officials, volunteers and committed citizens in communities like Gardnerville make smart investments in urban forests," said John Rosenow, founder and chief executive of the Arbor Day Foundation. "Trees bring shade to our homes and beauty to our neighborhoods, along with numerous economic, social and environmental benefits."

Cleaner air, improved storm water management, energy savings and increased property values and commercial activity are among the benefits enjoyed by Tree City USA communities.

More information on the program is available at <u>arborday.org/TreeCityUSA</u>.

About the Arbor Day Foundation: The Arbor Day Foundation is a nonprofit conservation and education organization of one million members, with the mission to inspire people to plant, nurture and celebrate trees. More information on the Foundation and its programs can be found at <u>arborday.org</u>, or by visiting us on <u>Facebook</u>, <u>Twitter</u> or our <u>blog</u>.

March 25, 2013

DEGETTED

APR 1 2 2013

By

Town Manager Tom Dallaire 1407 Hwy 395 N Gardnerville, NV 89401

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Gardnerville on earning recognition as a 2012 Tree City USA. Residents of Gardnerville ought to be proud to live in a community that makes the planting and care of trees a priority.

Your community joins more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public. If you wish to receive an electronic version of the release, please email Sean Barry, Director of Media Relations at sbarry@arborday.org and we will reply with a copy within one business day.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to Susan Stead in your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Gardnerville and thank you for helping to create a healthier planet for all of us.

Best Regards,

John Rosenow Chief Executive

cc: Tom Dallaire

enclosure

AGENDA ACTION SHEET



1. For Possible Action: Approve the Vision Statement as part of the Town's Strategic plan update. 2. Recommended Motion: Approve Vision Statement as part of the Town's strategic plan update. Funds Available: ☐ Yes ☑ N/A 3. Department: Administration Prepared by: **Tom Dallaire** 4. Meeting Date: May 7, 2013 Time Requested: N/A 5. Agenda: Consent **Administrative** Background Information: We did not have the vision statement finalized from Steve prior to last month's meeting. This vision statement is the outcome and combination of the submitted statements and reflects the minor corrections made to Steve Lewis's version. This vision statement will be part of the strategic plan update process. 6. Other Agency Review of Action: Douglas County V N/A 7. Board Action: Approved with Modifications _Approved Denied ☐ Continued

Town Vision

Gardnerville is a walk-able, safe town, well connected with accessible trails for walking, running and cycling. The town is business friendly and encourages a diverse mix of businesses with ample parking. History and heritage are cherished and well preserved. Gardnerville offers blue skies, clean air and many activities to enjoy, inside and out, all year round.



TOWN OF GARDNERVILLE

TOWN OPERATIONS MANUAL DIRECTIVES AND PROCEDURES

Number 1.1b

SUBJECT: TOWN VISION STATEMENT

Issue Date 5/7/13

<u>Directive:</u> The Town Vision statement describes the Towns long term goals and what the town Town Board would like to achieve. The Town Vision statement adopted by official Board action shall be as follows:

"Gardnerville is a walk-able, safe town, well connected with accessible trails for walking, running and cycling. The town is business friendly and encourages a diverse mix of businesses with ample parking. History and heritage are cherished and well preserved. Gardnerville offers blue skies, clean air and many activities to enjoy, inside and out, all year round."

AGENDA ACTION SHEET



1.	For Possible Action: Approve Proclamation 2013-02 recognizing the week of May 6-11 as Wild Land Fire Awareness Week.
2.	Recommended Motion: Approve Proclamation 2013-02 recognizing the week of May 6-11 as Wild Land Fire Awareness Week. Funds Available: Yes N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: N/A
5.	Agenda: Consent Administrative
	Background Information: Nevada League of Cities asked their members to support the livingwithfire.info campaign to help advertise how homeowners can protect their homes against fires.
6.	Other Agency Review of Action: □ Douglas County □ N/A
7.	Board Action:
	□Approved □Approved with Modifications □Continued



TOWN OF GARDNERVILLE PROCLAMATION 2013P-02

WHEREAS, wildfire significantly impacts Nevada's environmental, economic, and social well-being of the Town of Gardnerville; and

WHEREAS, residents of Nevada's fire-prone communities need to accept responsibility for living in high fire-hazard areas; and

WHEREAS, proactive communities that have prepared in advance can survive wildfire with less damage; and

WHEREAS, reducing the amount of fuels from around a home or community can reduce the threat of wildfire; now

NOW THEREFORE BE IT RESOLVED, that the Town of Gardnerville recognizes May 4-May 11, 2013 as

"Nevada Wildfire Awareness Week"

and this year's theme "Reduce the fuels – Reduce the risk" as a means for education and a call for residents of the Town of Gardnerville to take action to reduce the wildfire threat to their homes and communities.

THERFORE BE IT FURTHER RESOLVED that the citizens of the Town of Gardnerville are urged to become educated about and take the necessary actions to reduce the wildfire threat to their homes and community. For more information about wildland fire safety, visit Nevada's multi-agency "Living with Fire" website at www.livingwithfire.info

Approved and ADOPTED this 7th day of May, 2013 by THE GARDNERVILLE TOWN BOARD

GARDNERVILLE TOWN BOARD MEMBERS:	
KEN MILLER, CHAIRMAN	LINDA SLATER, VICE CHAIRMAN
LLOYD HIGUERA, MEMBER	MIKE PHILIPS, SR., MEMBER
— MARY WEN	NNER, MEMBER

AGENDA ACTION SHEET



1.	<u>For Possible Action</u> : Approve submission of Resolution 2013-029 to the Douglas County Board of Commissioners for a Gardnerville Town Board compensation increase.
2.	Recommended Motion: Funds Available: Yes □ N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: N/A
5.	Agenda: Consent
	Background Information: Last board compensation increase was in 2011. The Town Board members voted to increase the compensation rates for the 2013/2014 fiscal year, where the increase would be effective the month of July 2013.
6.	Other Agency Review of Action: Douglas CountyN/A
7.	Board Action:
	□Approved □Approved with Modifications □Denied □Continued

RESOLUTION NO. 2013R-029

A RESOLUTION PROVIDING AN INCREASE IN MONTHLY COMPENSATION FOR MEMBERS OF THE GARDNERVILLE TOWN BOARD

WHEREAS, the members of the Gardnerville Town Board discussed elected official compensation at their March 5, 2013 business meeting; and

WHEREAS, the Gardnerville Town Board took action by unanimous vote of the members present at the April 2, 2013 business meeting to affirm the proposed compensation of \$550 for the Chairperson and \$500 for each member be provided monthly was appropriate and is now formally requesting the ratification of the Douglas County Board of Commissioners; and

WHEREAS, the Gardnerville Town Board is an elected body that effectively and efficiently adds value to Douglas County and the community that it serves by providing leadership and vision, and through the discharge of services authorized under Douglas County code 18.06, including the maintenance and construction of Town streets, street lighting systems, parks and recreation, open spaces, commercial and residential solid waste and green waste collection, sidewalks, curbs, gutters, alleys, storm drainage, municipal administration, downtown revitalization and beautification.

WHEREAS, a change in monthly compensation was last recommended to the Board of County Commissioners in 2011; and

NOW, THEREFORE LET IT BE RESOLVED THAT, the compensation of the Gardnerville Town Board shall be as follows:

- a. \$550 Chairperson per month
- b. \$500 Member per month

ADOPTED this 6th day of June, 2013 by the following vote:

	Ayes:	Commissioners	

			Greg Lynn, Chairman Board of County Commissioners
Attest:			·
Ted Thran		,	
Douglas County Cler	k		

AGENDA ACTION SHEET



1.	Not for Possible Action. Discussion on the Main Street Program Manager's Monthly Report of activities for April 2013. (approx 5 minutes)
	Funds Available: □Yes X N/A
2.	Department: Main Street Program
	Prepared by: Paula Lochridge
3.	Meeting Date: May 7, 2013 Time Requested: 5 minutes
4.	Agenda: □ Consent X Administrative
5.	Background Information: See attached
6.	Other Agency Review of Action: X N/A
7.	Board Action:
	□Approved □Approved with Modifications □Denied □Continued



Fr: Paula Lochridge, Main Street Gardnerville Program Manager

Re: Program Manager's Report for May 7, 2013

- FY 2013/2014 Action Plans have been approved. These are included in your packet.
- Two new benches will be installed at the museum, pending final school district approval.
 - o One in honor of Andy "Pop" Costa and one by the Stiltz Family
- Co-op advertising venture with several district businesses in the Reno/Tahoe Getaway magazine. Information is in your packet.
- Preparing for several upcoming events:
 - o Thirsty Third Thursday Wine Walks, Heritage Park Gardens and the July 4th event in conjunction with the town.
- We will be launching a quarterly E-newsletter in May.
 - Each quarter's newsletter will not only share program updates but will also spotlight volunteer(s) and business members.

Upcoming events and dates:

- Our Next Cash Mob, Saturday, May 4th at the Carson Valley Museum.
- Monthly Morning Coffee Meetings Tuesday, May 7th, at 8:30 am.
- Work Day on Saturday, May 11th. Meet at office; 8:30 am 11:30 am.
- Thirsty Third Thursday Wine Walk on May 16th.
- Heritage Park Gardens 2nd Annual Plant Swap and Sale on June 1st.

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

Paula Lochridge,

Hula Sochridge

Main Street Gardnerville Program Manager

SPRING 2013 \$5.95 KENO. INCLUDING CARSON



10+ ADVENTURES THE WHOLE FAMILY **CAN ENJOY**

BEERS + BITE

9 BEST BREWERIES IN THE RENO/TAHOE 10 RESTAURANTS WITH THE BEST VIEWS

GET OUT AND

EXPERIENCE THE RENO RIVERWAL A BIRDS EYE VIEW OF LAKE TAHOE THE BEST PLACES TO UNPLUG & RE

PHOTO: MATT MORNING

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



MAIN STREET ardnervil

EVADA



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

The Historian Inn 1427 Main Steeet Gardnerville, NV

www.marketcafeonline.com (775) 392-2401



Quail Cottage

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"Especially For You, the latest trends in fashion and accessories." 1218 Eddy Street Gardnerville, NV 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 (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 (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 (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/AbbylosCafeGirasole

(775) 782-3314

10-3

Welcome to

Gardnerville, Nevada

Thirsty 3rd 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

RENOTAHOE

In-Room Distribution FALL 2012

South Lake Tahoe	Type	Rooms	# of Travelers	Reno/Sparks			
The Ridge Tahoe*	TS	800	12000		Type	Rooms	# of Travele
Harvey's Horizon Casino Resort	С	742	13368	Grand Sierra Resort Circus Circus	C	2000	34193
Harrah's	С	538	6599	Harrahs Reno	C	1571	28906
Marriott Timber Lodge*	С	532	9585	Sands Casino	C	928	14941
Montbleu Resort Casino & Spa*	TS	473	5595		C	860	9626
Lake Tahoe Vacation Resort	С	436	7270	Best Western Airport Plaza Ramada	Н	267	4196
Marriott Grand Residence*	TS	364	5148	Holiday Inn Sparks	Н	240	2999
Lake Tahoe Accommodations	TS	350	4545		Н	220	2294
Tahoe Keys Resort	VH	300	7380	Super 8 Meadowood Days Inn	Н	155	1200
Beach Retreat & Lodge	VH	260	4446		H	138	1386
Lakeland Village Resort	Н	262	3465	Aloha Inn Sparks	Н	132	1771
Tahoe Seasons Resort*	TS	225	2247	Vagabond Inn	H	130	1056
Tahoe Beach and Ski	TS	183	1882	La Quinta Inns & Suites	Н	130	1914
Lakeside Inn and Casino*	TS	140	1452	Baymont Inn	H	118	1674
Quality Inn & Suites	С	124	1497	Marriott Courtyard	Н	117	2153
Forest Suites Resort	Н	120	1334	Thunderbird Resort Club Reno	Н	112	1743
Rodeway Inn	H	119	1902	Hawthorn Inn	(-1	108	1366
Park Tahoe Inn	Н	117	1525	Quality Inn South	Н	103	1145
	Н	116	1594	Homewood Suites Reno	H	96	1619
Inn By The Lake	Н	100	1104	Holiday Inn Express Reno	Н	90	1546
Accommodation Station Best Western Station House	VH	100	2304	Staybridge Suites	H	94	1456
Stardust Vacation Club	Н	98	1166	Fairfield Inn and Suites Sparks	Н	88	1316
	TS	85	1038	Hampton Inn & Suites	H	85	1597
Buckingham Properties	VH	80	2045	Comfort Inn and Suites	Н	59	746
Americana Vacation Club	TS	74	846	TOTAL Travelers		7841	120843
Big Pines	Н	73	1154	ets.		, , , ,	120043
3 Peaks Resort and Beach Club	Н	64	1111	Carson City/Carson Valley	Type	Rooms	4 -67
Blue Jay Lodge	Н	64	1178	Carson Valley Inn	C		# of Traveler
America's Best Value Inn	H	63	705	David Walleys Resort	TS	227 211	4177
Blue Lake Inn	H	61	758	The Plaza Hotel	Н		2622
Econolodge	Н	60	1173	Court Yard by Marriott	Н	168	1633
Howard Johnson	H	59	584	Carson Station	C	90	1480
The Eagles Nest (Tahoe Ridge)	Н	58	867	Holiday Inn Express Carson City	Н	91	1151
968 Park Spa Resort	Н	57	795	Hampton Inn & Suites	Н	85	1036
Fantasy Inn	H	52	698	Holiday Inn Express Minden	Н	85	1295
Camp Richardson	Н	52	628	Quality Inn - Trail Side Inn	Н	81	1141
Days Inn	H	42	483	Silverland Inn & Suites	Н	67	822
Green Lantern	Н	38	437	Super 8	Н	67	668
Travel Inn	Н	37	394	Hardman House		63	714
Alpine Inn & Spa	Н	38	669	Days Inn Carson City	Н	62	570
Ridge Sierra	Н	36	646	America's Best Value Inn	Н	61	561
A+A Lake Tahoe Inn	Н	33	329	Sorensons Resort	TS	58	398
World Class Properties	H	31	357	The Westerner	Н	36	524
Budget Inn	H	30	276	Mill House Motel	Н	25	286
Zephry Cove	H	28	348	The Historian Inn	Н	24	152
The Lodge Tahoe	Н	28	457	Sierra Motel	Н	35	376
Capri Motel	Н	25	345	The Vintage Valley Motel	Н	19	280
Alder Inn	Н	24	199	Visitors Center Carson Valley	H	15	147
Royal Aloha Vacation Club	TS	23	394	TOTAL Travelers	VC	-	-
Secrets Inn	Н	22	373			1570	20032
Pine Cone Acre Inn	Н	21	266				
Avalon Lodge	Н	21	262	North Lake Tahoe	Type	Rooms	4 - 6
ahoe Valley Lodge	Н	19	126	Tahoe Tavern Properties	VR		# of Travelers
Alpenrose Inn	Н	18	331	Tahoe Inn	H	80	1008
leavenly Inn	Н	16	221	Tahoe Marina Lodge		80	874
eerfield Lodge	Н	12	138	Tahoe Chaparral	H	27	267
leavenly Valley Lodge	Н	11	127	North Lake Lodges and Villas	VR	21	428
ireside Lodge	Н	9	186	Incline Visitors Authority	VR	11	224
isitors Center	VC	-	100	North Lake Tahoe Visitors Center	VC		-
OTAL TRAVELERS	-	7060	110000	TOTAL Travelers	VC	-	(-)
		7963	118832			219	2802

- 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



CALENDAR OF EVENTS 2013

"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 20th

"Open Range Dinner"

Genoa Cowboy Festival sanctioned event at Sharkey's Casino, May 1st

"Thirsty Third Thursday Wine Walks"

The third Thursday of each month, May-September (May 16th, June 20th, July 18th, Aug. 15th & Sept. 19th)

"Movies in the Park"

Sponsored by the Town of Gardnerville at Heritage Park June 14th, July 5th, July 26th & August 9th

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

at Heritage Park Gardens, June 1st

"Freedom 5K Fun Run/Walk"

July 4th at Heritage Park

"Heritage Park Gardens Fall Harvest Celebration"

at Heritage Park, October 5th

"Holiday Shopping Bazaar"

November (date announced in July)

"Carson Valley Christmas Kickoff"

December 5th at Heritage Park, 5:30 pm.

"Merry Main Street" & "Parade of Lights"

December 7th 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 information: www.MainStreetGardnerville.org

10-5

Thirsty Third Thursdays



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

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

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 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

Wine Walks

Two Registration Booths located at
Town of Gardnerville Offices,

1407 Main Street

Stratton Center,

North end of the District

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

MAIN STREET Gardnerville
NEVADA

MainStreetGardnerville.org 775.782.8927



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.

10-6

- •
- Classifieds
- Jobs
- Real Estate
- Autos
- Place Ad

•

Staff Reports

April 16, 2013

Wine walks return to downtown Gardnerville



Special to The R-C Wine walkers outside Quail Cottage Antiques in downtown Gardnerville last year.

Main Street Gardnerville will once again be hosting Thirsty Third Thursday wine walks every third Thursday of the month, May through September, from 4:30–7:30 p.m. in the downtown district.

The first wine walk of the warm season is scheduled for May 16. The deadline for businesses to submit their participation form is May 1.

According to Main Street staff and volunteers, each wine walk draws anywhere from 300 to 500 registered wine walkers to the downtown district.

"These numbers do not take into account the number of people who did not register because

10-7

they were designated drivers or just wanted to come down to walk the streets and visit with friends and neighbors, or maybe just do a little shopping, during these events," said MSG Program Manager Paula Lochridge. "Main Street Gardnerville is hoping 2013 will bring even more people down to the district to see what they've been missing."

There will be two registration booths at opposite ends of the district, one near the town offices, 1407 Highway 395, and one at the Stratton Center. Water will be made available for designated drivers at each registration booth.

The cost to attend is 5 for a 2013 commemorative glass, which can be used at all future wine walks, and then 10 to register.

Registered wine walkers will be entered into a drawing each month for VIP passes to future walks and for gift certificates to participating businesses.

Some participating businesses will be pouring wines from different regions each month: Napa and Sonoma, May 16; Columbia Gorge, June 20; California Central Coast, July 18; Australia and New Zealand, Aug. 15; and Northern Nevada and Northeastern California, Sept. 19.

The organization is also looking for any entertainers that would like to perform at one or more of the events.

"The money raised covers expenses and goes back into the community through other Main Street Gardnerville events and projects," said Lochridge.

Participation forms are available on the events page at www.MainStreetGardnerville.org or at the organization's office, 1407 Highway 395.

For more information, call 782-8027.



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, May 4th at the Carson Valley Museum & Cultural Center, 1477 Main Street, Suite B in Gardnerville.

Show up anytime during the *Museum's* regular business hours 10 am -4:00 pm on May 4th and commit to investing \$10-20 back into our local economy.

The Carson Valley Museum and Cultural Center is operated by the Douglas County Historical Society, a non-profit organization. A large group of volunteers work faithfully to raise operating expenses and keep the doors open. The Historical **Society** seeks to enrich lives by preserving local history and making it accessible to our communities and visitors. With two floors to explore, there is much to see. Exhibits include the Emigrant Trail, Basque Heritage, Wild Mustangs, Washo Tribe, Ranching and a "Walk Down Main Street". Their bookstore offers a variety of books on local and state history, local legends, Basque heritage, Native Americans, mining, hiking trails, Pony Express, Lake Tahoe, pioneers, children's books and much more. Admission is just \$3.00 for adults, \$2.00 for youth. Children 6 and under are free.

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.

10-9



LETTERS TO THE EDITOR

Growing WISE

what a day we had. ing Wise: A Day of Personal and Professional learning, inspiration, and business sense, and was to offer a day of sharing ideas, continued Enrichment," a women's conference. Our goal Education held its second annual "Grow-Recently, Women Inspiring Service and

vendors, attendees came away inspired and nar speakers to the sharing and caring of our From the high energy exuded by the semi-

ogy, Cookie Lee, Doterra, Brooke Roberts lyn Lancaster, Michael Salogga, and Gertie Haskell, Marc Hiscox, Sandra Garren, Carogave their time and energy to make it all come Skin Care, Enzyme Solutions, NSE Hitech Body Products, Rodan & Fields Dermatol-Party Lite, Bella Vita Catering, Earth Goddess dess, Nerium International, Thirty-One Gifts, H2O at Home, Blue Jade Studios, Savvy God-Instead Senior Care, Mary Kay, Pamper U, Ok; Our vendors: Dream Dinners, Home together: Our speakers Kathy Norris, Sharon We'd like to thank the many people who

o

gberg Ranch. Anti-Aging, Hypnotherapy Works, and Dan-

son Valley United Methodist Church; The Brown, Sharon Haskell, Trish Vo, Diane Rally Committee: Dr. Susan Barry, Loretta Pastor Pete Nelson and Len Frueh of Car-Many thanks to our hosting location:

being a part of our conference. Ortenzio-Cooling. Most of all, thanks to our community for

to the mailing list. 2014. Email media@nvwise.org to be added Circle the date for next year: April 5,

Diane Ortenzio-Cooling WISE media director

Thanks to the cash mot

Editor: ed in this month's Cash Mob. bers of the "Main Street Gardnervile Project" would like to thank Paula Lochridge, memand all the supportive people who participat-As the owners of Cheshire Antiques, we

came into our store and really made our day. Many people don't realize that our business We estimate that 50 to 60 participants

who rent booths from us, and we also sell a is comprised of about 50 antiques dealers

> ally does stay local, and the multiplier effect of cals. Most of the money spent in our store resignificant amount of consignments from lolocal purchases helps the whole community.

in this town, and want to thank all those who patronize our business. We feel very fortunate to be doing business

Richard and Karen Campbell

Cheshire Antiques

DAWG pity party

wrong color. Yes, believe it or not, statistics show that black dogs and cats are the last to they are pits, old, deaf, blind, or even the to promote dogs that are passed by because a Pity Party. This shelter adoption event is a senior and looking for a senior friend we wonderful animals at the shelter. If you are have those too. fall in love with them or any of the other the fence about pit bulls come meet one and be picked. How crazy is that? If you are on Douglas Animal Welfare Group is having

want to relax in their golden years. They are mellow, already trained and just

homes and find your next best friend. dogs and cats waiting patiently for loving So bring the entire family out to see the

the Douglas County Fairgrounds. Dump Road in Gardnerville, across from the Douglas County Animal Shelter at 921 The event is 11 a.m. to 4 p.m. Saturday at

ed by Lifepoint Church's Women of Grace. and mission. Refreshments will be providbe set up out front to greet all with a few of partnered with Hero Pets for Hero Vets, will For more info go to dawgrescue.com. their scaly residents and discuss their group In addition, Scales Reptile Sanctuary,

Trish Vandersluis

Douglas Animal Welfare Group

Great car wash

ic and purposeful young men and women and to see our community's bright, energet the Stratton Center. If you want a clean car CVMS car wash volunteers on Saturday at at work in service to our community, don't washed by these great kids. miss the opportunity to have your car Thank you and a great job done by the

William Souligny

Staff Rep

Mike Bi

to Reme Remem The M

starting iff's office County S 5K will b finishing along Bu parking Cost is

children shirts are 55 and or and walk Medals w The ev

at 775-78 contact I for all pa For mo

AYSO soo

Gardnery 2 in Gard 2 p.m. at and May conduct s 2013 fallLampe Pa from 9 a.i Highway Visit ea Carson

U5, \$65 fo U8 and up and two a original bi registration line. Play register fo registratio

Bowling Silver St

visit cvays

For mor

855-297-0

is acceptin

the Gardn

Cash mob heads to CV museum

Staff Reports, April 30, 2013



Special to The R-C The Carson Valley Museum and Cultural Center in downtown Gardnerville.

A cash mob will return to downtown Gardnerville on Saturday with sights set on the Carson Valley Museum and Cultural Center.

Cash mobbers join together and commit to spending \$10-20 at a predetermined

business. Locals are asked to join the Facebook group "Main Street Gardnerville Cash Mob" then invite their friends to do the same.

Businesses are selected via random drawing of Main Street Gardnerville business members.

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.

Saturday's cash mob is scheduled for regular business hours, 10 a.m.-4 p.m., at the Carson Valley Museum and Cultural Center, 1477 Highway 395, Suite B.

The Carson Valley Museum and Cultural Center is operated by the Douglas County Historical Society, a nonprofit organization.

The main gallery on the second floor has exhibits on the Emigrant Trail, Basque culture, wild horses, the Washoe Tribe and ranching, among others.

The museum's bookstore offers a variety of books on local and state history, local legends, Basque heritage, Native Americans, mining, hiking trails, The Pony Express, Lake Tahoe, pioneers and children's books.

For more information, call 782-8027 or visit www.mainstreetgardnerville.org.



Heritage Park Gardens

2nd Annual

Open House/

Plant Swap & Sale

Sat, June 1 2013

10 am – 2pm

Activities:

- Speakers & demonstrations
- Children's garden planting
- Garden goodies
- Sun Oven demonstration and MORE!!!



For more information:

Main Street Gardnerville, 775.782.8027

Carol Sandmeier, cjsandmeier@aol.com

Visit our website! www.mainstreetgardnerville.org



Gardnerville Town Board

AGENDA ACTION SHEET



1.	For Possible Action: Public Heari	ng to Adopt the Final Budget for Main
		ar 2013-2014, with public comment prior to
	Board action.	, F P
	Funds Available:	☑ N/A
2.	Department: Main Street Program	n
	Prepared by: Paula Lochridge	
3.	Meeting Date: May 7, 2013	Time Requested: 10 minutes
4.	Agenda: Consent ZAd	ministrative
5.	Background Information: See att	ached budget sheets.
6.	Other Agency Review of Action:	N/A
7.	Board Action:	
	_ Approved	Approved with Modifications
	Denied	□ Continued

Main Street Gardnerville <Final Budget>

Account Number	Description	2014 Finance Officer	2013 Amended Budget	2013 Actual	2012 Actual	2011 Actual	2010 Actual	
Fund	811	Gardnerville Main Street				TINO III	Amount	
Revenue								
Department	000	Revenue						
Intergovernmental Revenue	al Revenue							
331.120	NV Commission on Tourism	\$0.00	\$0.00	\$0.00	\$3,450.00	\$0.00	\$1,500.00	
331.135	Distr. from County	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$50,000.00	
331.138	Distr. from Town	\$64,000.00	\$68,000.00	\$68,000.00	\$60,000.00	\$75,000.00	\$25,000.00	
331.140	Grant In Aid Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	
332.120	Grant-USDA	\$0.00	\$0.00	\$0.00	\$2,500.00	\$15,000.00	\$17,488.70	
Total: Intergover	Total: Intergovernmental Revenue	\$64,000.00	\$68,000.00	\$78,000.00	\$75,950.00	\$90,000,00	\$100,488.70	
Interest Revenue	,							
361,200	Interest On Investment	\$500.00	\$500.00	\$80.76	\$848.97	\$990.36	\$1,177.41	
361.205	Investment-FMV Adjust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interest Revenue	anuex	\$500.00	\$500.00	\$80.76	\$848.97	\$990.36	\$1,177,41	
Miscellaneous Revenue	<u>avenue</u>							
360.210	Merchandise Sales	\$500.00	\$500.00	\$6,886.00	\$17,321.50	\$6,118.00	\$950.00	
360.220	Memberships	\$3,000.00	\$3,500.00	\$841.10	\$3,910.00	\$5,995.00	\$5,245.00	
360.221	Promotions	\$25,500.00	\$23,500.00	\$15,987.50	\$37,116.65	\$27,326.34	\$31,054.00	
360.800	Miscellaneous	\$0.00	\$0.00	\$1,875.29	\$467.00	\$2.00	\$8,477.00	
367.102	Donations	\$0.00	\$0.00	\$36.00	\$211.00	\$0.00	\$0.00	
Total: Miscellaneous Revenue	ous Revenue	\$29,000.00	\$27,500.00	\$25,625.89	\$59,026.15	\$39,441.34	\$45,726.00	
Beg.Fund Bal./Reserves	Serves							
301.000	Opening Fund Balance	\$32,440.00	\$32,440.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Beg.Fund Bal./Reserves	3al./Reserves	\$32,440.00	\$32,440.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department Total: Revenue	l: Revenue	\$125,940.00	\$128,440.00	\$103,706.65	\$135,825.12	\$130,431.70	\$147,392.11	

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Main Street Gardnerville <Final Budget>

2010 Actual	Amount		\$147,392.11				\$37,687.26	\$2,585.30	\$0.00	\$1,912.47	\$0.00	\$1,232.69	\$43,417.72		\$0.00	\$8,751.22	\$1,255.27	\$6,369.36	\$196.80	\$592.92	\$0.00	\$0.00	\$17,165.57		\$0.00	\$0.00	\$4,155.65	\$427.03	\$599.80	\$0.00	\$400.00	\$1,953.94
2011 Actual	Amount		\$130,431.70	•			\$38,467.91	(\$41.94)	\$0.00	\$1,806.94	\$1,972.88	\$624.03	\$42,829.82		\$0.00	\$9,217.51	\$1,146.78	\$6,827.52	\$209.86	\$621.17	\$0.00	\$0.00	\$18,022.84		\$0.00	\$44.00	\$2,819.04	\$2,111.78	\$2,710.20	\$4.25	\$400.00	\$860.00
2012 Actual	Amount		\$135,825,12				\$39,055.97	\$875.26	\$0.00	\$1,604.35	\$836.00	\$2,173.60	\$44,545.18		\$0.00	\$10,310.73	\$1,281.55	\$7,222.68	\$197.83	\$632.79	\$0.00	\$0.00	\$19,645.58		\$241.79	\$0.00	\$4,588.18	\$6,069.50	\$249.00	\$5.25	\$400.00	\$3,121.45
2013 Actual	Amount		\$103,706.65				\$33,124.62	\$0.00	\$0.00	\$1,719.03	\$1,839.20	\$1,442.10	\$38,124.95		\$0.00	\$7,786.54	\$1,162.14	\$6,013.71	\$187.60	\$552,45	\$0.00	\$331.05	\$16,033.49		\$458.62	\$0.00	\$0.00	\$2,508.96	\$2,244.00	\$6.25	\$400.00	\$1,015.00
2013 Amended	Budget	#	\$128,440.00		₩.		\$53,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,100.00		\$21,858.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,858.00		\$1,200.00	\$300.00	\$2,100.00	\$0.00	\$1,500.00	\$0.00	\$500.00	\$7,500.00
2014 Finance	Officer	Gardnerville Main Street	\$125,940.00		Gardnerville Main Street		\$47,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,015.00		\$22,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,280.00		\$1,200.00	\$300.00	\$4,750.00	\$1,000.00	\$2,300.00	\$0.00	\$500.00	\$2,750.00
19 19 19 19 19 19 19 19 19 19 19 19 19 1	dipsaci	27.2			096	S	Salaries & Wages	Salaries-Other	Overtime	Holidays	Vacation	Sick	Wages	TE TE	Benefits	Retirement	Pact Workers Comp	Group Insurance	Unemployment	Medicare	Pact Other	Oasdi	Benefits	ies	Telephone Expense	Postage/Po Box Rent	Travel	Advertising	Insurance	EMRB Assessment	Memberships	Training & Education
Account Municipal	Personal Hallings	בחם	Revenue Totals	Expenses	Department	Salaries & Wages	510.000	510.125	511.170	511,171	511.173	511.174	Total: Safaries & Wages	Employee Benefits	511.180	511,181	511.182	511.183	511.184	511.186	511.190	511.195	Total: Employee Benefits	Services & Supplies	520.055	520.060	520.064	520.072	520.079	520.169	520.170	520.200

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user: Tom Dallaire

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Friday, April 12, 2013

LIVE - Douglas County - LIVE

Main Street Gardnerville <Final Budget>

	2010 Actual Amount			\$19,201.66	\$0.00	\$0.00	\$0.00	\$3,384.99	\$4,922.88	\$0.00	\$791.78	\$7,256.44	\$17,339.85	\$10,949.13	\$0.00	\$71,383.15		\$0.00	\$0.00	\$131,966.44
)	2011 Actual Amount			\$113.00	\$59.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,353.48	\$3.00	\$5,508.09	\$10,215.74	\$15,600.00	\$44,801.78		\$0.00	\$0.00	\$105,654.44
	2012 Actual Amount	T-A-Marian Marian Maria		\$4,773.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,097.80	\$1,852.20	\$19,717.39	\$10,428.25	\$0.00	\$52,544.51		\$0.00	\$0.00	\$116,735.27
	2013 Actual Amount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$752.42	\$451.11	\$3,806.03	\$5,828.43	\$0.00	\$17,470.82		\$0.00	\$0.00	\$71,629.26
	2013 Amended Budget	#	بيه	\$3,000.00	\$0.00	\$120.00	\$416.00	\$0.00	\$0.00	\$750.00	\$0.00	\$4,600.00	\$13,000.00	\$15,000.00	\$1,050.00	\$51,036.00		\$2,446.00	\$2,446.00	\$128,440.00
	2014 Finance Officer	Gardnerville Main Street	Gardnerville Main Street	\$3,000.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$750.00	\$0.00	\$7,100.00	\$13,800.00	\$16,000.00	\$0.00	\$53,850.00		\$2,795.00	\$2,795.00	\$125,940.00
	Description	811	096	Professional Services	Books & Periodicals	Subscriptions	Office Supplies	Software	Small Projects	Grants	Miscellaneous Expenses	Organization Committee	Design Committee	Promotion Committee	ER Committee	Supplies	Reserves	Ending Fund Balance	nd Bal/Reserves	Department Total: Gardnerville Main Street
	Account Number Description	Fund	Department	521.100	532.055	532.056	533.800	533.806	533.817	541.001	550.001	550.235	550.236	550.237	550.238	Total: Services & Supplies	Ending Fund Bal/Reserves	699.000	Total: Ending Fund Bal/Reserves	Department Tota

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Friday, April 12, 2013

Main Street Gardnerville <Final Budget>

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Account Number Description	2014 Finance Officer	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount
Revenue Totals:	\$125,940.00	\$128,440.00	\$103,706.65	\$135,825.12	\$130,431.70	\$147,392.11
Expense Totals	\$125,940.00	\$128,440.00	\$71,629.26	\$116,735.27	\$105,654.44	\$131,966.44
Fund Total: Gardnerville Main Street	\$0.00	\$0.00	\$32,077.39	\$19,089.85	\$24,777.26	\$15,425.67
Revenue Grand Totals:	\$125,940.00	\$128,440.00	\$103,706.65	\$135,825.12	\$130,431.70	\$147,392.11
Expense Grand Totals:	\$125,940.00	\$128,440.00	\$71,629.26	\$116,735.27	\$105,654.44	\$131,966.44
Net Grand Totals:	\$0.00	\$0.00	\$32,077.39	\$19,089.85	\$24,777.26	\$15,425.67

Action Plan--Technical Assistance

FY 2013-14

\$300	1	•	1	
BUDGET	Strategy Number:		Priority:	
Responsible: Design Committee		Goal: Provide technical assistance to 3 businesses and/or 3 property owners in maintaining their huildings and land appropriately		

Step#	Action Step	Who's Responsible Start Date Date Done	Start Date	Date Due	Date Done	Status
	Distribute copies of the Design Guidelines to those with interest and need	Carol S.	08/18/10	Ongoing		
2	Meet with property owners of dilapidated buildings to determine levels of interest in working with MSG	Design Committee	08/18/10	Ongoing		
3	Locate and work with qualified historic based architect in assisting property owners	Design Committee	08/18/10	Ongoing		Robbie Oxoby is available as needed
4	Work with graphic artist that can take digital photos and manipulate them to show what can be accomplished to property owners and the community	Carol L.	08/18/10	Ongoing		as needed for each project
Ŋ	Assist property owners with maintenance by coordinating work teams to clean, paint, maintain structures in the district whose owners are not physically and/or financially able to perform needed maintenance.	Design Committee	08/18/10	Ongoing		

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Action Plan--Streetscape

Respo	Responsible: Design Committee		BUDGET	GET	\$1,000	
			Strategy	Strategy Number:	2	
Goal:	Goal: Assist the Town administration with continued streetscape improvements including the highest level of cleanliness and well	streetscape anliness and well	Prio	Priority:	1	
	maintained public investments, more consistent signage and 10 additional pieces of street furniture	t signage and 10		•		
Step#	Action Step	Who's Responsible	ı Start Date	Date Due	Date Done	Status
₩.	Secure sponsors for benches and plaques	Carol S./Paula/Design Committee	Ongoing	Ongoing		Sponsors will be presented with a certificate at each bench warming event.
2	Placement & installation of benches	Carol S./Josh/Tom	as needed	Ongoing		Possible additional costs for installation and easements
m	Maintain displays and information in Kiosk	Paula/Carol/Sandi/Yu	8/19/2010	Ongoing		weekly updates of posters & event info.
4	Research signage needs for MSG and obtain bids and possible funding options	Carol/Jennifer/Tom	8/19/2010	Ongoing		To include gateway signage
Ŋ	Update Sidewalk Gallery on empty bldg, at the corner of Main and Eddy Streets as needed.	Carol/Martha	8/19/2010	Ongoing		Working with DHS Photo Club and other organizations on this project
ø	Plan and execute Town "Clean-up" Day	Paula/Carol/Tom	7/1/2013			Determine date(s) and needs with Town. Possibly one in the Spring and one in the Fall. Recruit volunteers as needed.
7	Research banner flags for light poles (26) to install in 2014	Carol/Tom/Paula	1/5/2012	1/1/2014		Meet with Visitors Authority to discuss this project as this is in their strategic plan. Committee initially planned to get sponsors and research grant funding for this project. Approximate cost at this time for the flags is \$3760.
∞	Basque mural creation and placement within the district	Design Committee, Fundraising Committee & Town	09/01/11	12/31/13		Once funding is aquired, Design will coordinate with artist and building owner for creation and easement paperwork.
		The second secon				

Action Plan--Flowers

Respoi	Responsible: Design Committee/Flower Commit	nmittee	BUDGET	GET	\$7,500	
			Strategy Number:	Number:	3&4	
Goal:	Manage and improve the flower programs for MSG	4SG	Priority:	rity:	1	
Step#	Action Step	Who's Responsible	Start Date	Date Due	Date Done	Status
Н	Recruit "Gardeners of Gardnerville" volunteers	DC&FC Chairs	8/19/2011	Ongoing		Currently 15 active members; 12 FYI only
7	Manage/Provide 68 Flower Baskets	Flower Comm.	8/19/2012	June 2013		Production costs per basket is \$55 x 68 = \$3740. (So to break even we need to sell 44 at current rate of \$85 each.) If all
						68 baskets are sold, total reveune would be \$5780.
						Production costs per pot is \$25 x 62 =
m	Manage/Provide 62 Adopt-a-pots	Flower Comm.	8/19/2012	June 2013		\$1550. If all 62 are sold at \$40 each total revenue would be \$2480.
4	Plan & Host Flower Sponsor Thank You Event	Linda & Flower Comm.	6/15/2012	Fall 2013		
S	Maintain plantings in Eddy St. planter	Flower Comm.	8/19/2011	Ongoing		Volunteers continue to maintain the planter.
						Proposed design currently in review
9	Replace flag with new proposed hardscape design	Flower Comm.	6/1/2013	6/1/2014		then will be submitted to Design Committee, MSG Board, and if needed,
						the GTB, for approval.
4	Organize removal of 2013 baskets and adopt-apots with volunteer assistance	Flower Comm.	Summer end 2013	Fall 2013		Empty pots and baskets and clean for storage
80	Make contact with flower providers for 2013 and sign contracts	Linda Dibble	10/1/2012	1/15/2013		Completed for 2013
6	Maintain Hoop House at Heritage Park	Linda/Carol	7/1/2013	6/30/2014		

ت م م Action Plan--Flowers, continued

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FY 2013-14	13-14	v min				5/5/
10	Design/Create a "Flower Tree" for Historical Society 2013 Gala Tree Event	Flower Comm.	11/1/2012	11/1/2012 11/30/2013		Volunteers are choosing flower designs.
11	Identify new possibilities to keep "Main Street in Bloom"	Flower Comm.	9/17/2012	Ongoing		Item on monthly agenda. Members encouraged to present new ideas.
12	Design/Create book markers promoting FC projects	Linda	3/1/2013	5/1/2013	- T T T T T T T T	Design complete. ~\$100 printing cost
13	Hiring of Seasonal to water flowers baskets	Tom, Paula & Carol				Possible costs would be shared with Organization and Promotions Committees on a percentage base. (Approximately \$2,000)

Action Plan--Heritage Park Gardens

Respo	Responsible: Design Committee/HPG Com	ommittee	BUDGET	GET	\$5,000	
	Complete a Master Plan for "Heritage Park Gardens"	lens" and continue with	Strategy Number:	Number:	5	
Goal:		ommunity involvement	Prio	Priority:	T	
Step #	Action Sten	Who's Resnonsihle	Start Date	Date Due	Date Dene	2114643
	Continue in frontino contraction of the contraction	naisinadean e	סומור המוכ	מור המנ	חמוב החווב	Jiaius
₩	Continue intrastructure installation and maintenance as per Master Plan (earthwork/grading, trenching, irrigation needs)	HPG Committee, Town	07/01/13	Ongoing		Still awaiting Army Corp of Engineers report
7	Completion of Labyrinth construction	HPG Committee, Town	07/01/13	Ongoing		Possibly \$1000-2000 may still be needed to complete this project, to include irrigation installation. Will look for other sources of funding opportunities.
အ	Build small storage area on site for tools	HPG Committee	07/01/13	Summer 2013		Funding request submitted to Fundraising Committee during FY 2012-13.
4	Continue agreements with Demonstration Garden partipants	Carol Sandmeier & Paula Lochridge	2013/2014 season	End of FY2013-14		Master Gardeners & Native Plants Club
ស	Identify and apply for funding-grants, donations, sponsors	Carol Sandmeier, Paula Lochridge & Fundraising Subcommittee	Ongoing	Ongoing		
9	Rent available raised beds for FY 2013-14 and change configuration as needed to increase capacity per community needs	HPG Committee	Ongoing	Ongoing		Tiered rent fees (\$30 for 4'x5', \$50 for 4'x10', \$70 for 4'x15')
٢	Insurance coverage for garden participants	Paula Lochridge	Ongoing	Ongoing		Paula working with Tom to determine what the Town's insurance policy covers then she'll present that information to our insurance provider to see what additional coverage is needed.
8	Make quarterly report to the Town Board on progress	Carol Sandmeier	Ongoing	Ongoing		

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Board Approved: 4/17/2013

Action Plan--Heritage Park Gardens, continued

		Action Figure field be rain dal della, continued	コレフ ほり くほ	א, כסוונוומבים	
6	Hold regular work days to involve community; plan activities and publish schedule in advance.	Ron James, Carol Sandmeier & Committee	Ongoing	Ongoing	Involve local youth groups when possible
10	Hold annual special events to increase community engagement and to provide educational experiences. Conduct post-event reviews and compile recommendations for the next FY.		7/1/2013	End of FY2013-14	Fall Harvest Celebration on Oct. 5, Daffodil Day in Spring and Open House, Plant Swap & Sale in June.
11	Participate in public programs to increase awareness of HPG/MSG programs	HPG Committee	Summer/Fall 2013	10/31/13	2013 Green Living Festival on 9/21/2013, 2 times at Lampe Park Farmer's Mkt. & Fall Farmer's Mkt. at HP
12	Create "Garden Goodies" for sale at local events	Sandi Morrison & Committee	ongoing	ongoing	All items will be garden related
13	Grow and deliver food to local Food Closet	Committee	Spring/Summ er 2013	10/01/13	Dedicate 1 plot and surplus from other spaces
14	Beautify HPG area with flower plantings	Committee & Community	ongoing	ongoing	Use plants donated by community
15	Design & establish Children's Garden area	Committee, Town, contractors and Fundraising Committee	07/01/13	ongoing	Creating list for Fundraising Committee to look for sponsors and grant funding. Total estimate for long- term project would be around \$10,000.

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Action Plan-ER Loan Pool

Resp	Responsible: ER Committee-Margaret Pross, Chair			BUDGET \$0	\$0	
			Strat	Strategy Number:	7	
Goal:	Goal: Develop a Revolving Loan Pool of \$500,000 to assist with efforts to	sist with efforts to		Plan Number		
	renovate buildings and provide micro-loans to businesses.	ısinesses.		Priority:	1	
		The state of the s				
Step #	Action Step	Who's Responsible Start Date	Start Date	Date Due	Date Done	Status
Н	Market RLF as a "tool in the toolbox" for businesses and property owners through the MSG website, press releases, etc.	Paula	ONGOING	Ongoing		
2	Revisit RLF guidelines/documents and interest rate annually and adjust as applicable	Paul/ER Committ	02/01/12	6/1/2013		Revisit these guidelines for both additional funding possibilities and also for monies that are being re-paid into our RLF account.
æ	Research Intermediary Loan Program potential and need; ER committee to make recommendation to MSG Board in May/June '12	Margaret Pross- Research and report to Committee	04/02/13	6/1/2013		Looking into additional funding sources from USDA. Research other avenues, if need be.

Action Plan-Benchmarking

Responsible: ER Committee-Margaret Pross, Chair

BUDGET \$1,000

directory (updated annually); sales tax revenues (updated quarterly) Develop a comprehensive benchmarking program consisting of at Goal: |least a business directory (updated semi-annually); an ownership

Step

Date Done Priority: Plan Number Strategy Number: Who's Responsible Start Date Date Due and property values (updated annually). **Action Step**

Status

*						
	Complete accurate inventory of 263 parcels in					
	district (SF of building, condition, parking	Tow/Barda/Caral 1 01/03/113	01/00/12	21/10/50		Land and property values, building
1	spaces, ownership, assessed value of land and	IOIII/rauia/caioi L.	01/02/13	CT /TO /OO		conditions, hours, parking etc.
	buildings for past 3 years, etc)					
	Obtain annual updates from the Center for					Revisit: \$900 annual cost
7	Regional Studies on district employment and	Paula/Tom D.	12/01/12	Ongoing	,,,,,	(employment-\$300 and sales
	sales numbers in the July timeframe					\$600)
	Research and possibly create an online,					
· · ·	interactive business and vacancy directory that	C mol/cline	06/04/43	, i c c c c c c c c c c c c c c c c c c		Review status of GIS or Google
1	can be utilized by the public and perspective	rauia/ I UIII D.	CT /TO /00	811108110		Mapping with Eric Schmidt
	newcomers to the district.					

Action Plan-Investment Opportunities

Resp	Responsible: ER Committee-Margaret Pross, Chair			BUDGET \$50	\$50	
			Strat	Strategy Number:	3	
Goal	Goal: Develop district business and property investment opportunities for	nt opportunities for		Plan Number		
	both existing and new businesses.			Priority:	Ţ	
Step #	Action Step	Who's Responsible	Start Date	Date Due	Date Done	Status
 -(Facilitate a working relationship with the brokerage community and maintain a close relationship with downtown property management companies by setting up one-on-one meetings	Paula/Debra	09/11/12	Ongoing		Established relationship with Debra Evans, Dick Silviera and Gary Moreira.
7	Create a program for property owners so they know to call MSG when they have a vacancy. <i>Program should include "window dressing" to put a positive spin on the vacancy.</i>	Paul/Paula	06/01/13	Ongoing		Design should be involved with the window dressing design aspect. The development of the GIS program from Strategy #2, Step # 3 will enable us to do this.
E .	Use the Market Analysis to allow MSG to educate and encourage property owners on the benefits of clustering.	Committee	06/01/13	Ongoing		
4	Assist non-resident property owners to understand the best use for their vacant property.	Committee	12/01/12	Ongoing		Obtain non-resident property owner information from ToG. Develop relationships.
3	Provide copies of Market Analysis to owners of vacant properties and brokers/managers when appropriate.	Marg./Paula/Carol	03/01/13	Ongoing		
9	Provide information developed to Organization Committee to assist in PR and communications with stakeholders and public	Committee	03/01/13	10/31/10	Ongoing	Update information in preparation for printing
۲	Focus on developing niche of similar and/or complementary businesses (nodes) for critical mass.	Committee	01/12/10	Ongoing	Ongoing	Update base maps for in-house use.

Action Plan- Recruiting Strategies

Resp	Responsible: ER Committee-Margaret Pross, Chair		•	BUDGET \$0	\$0	
	Use market analysis to develop recruiting strategies	les focusing on start.	Strat	Strategy Number:	4	
Goal:		isinascas if		Plan Number		
	applicable.			Priority:		
Ston						
#	Action Step	Who's Responsible Start Date Date Due	Start Date	Date Due	Date Done	Status
H	Focus on visiting businesses outside the district/in surrounding areas as "secret shoppers"	ER Comm	07/01/13	Ongoing		Review plan of action as to which businesses and what types of businesses would be beneficial to recruit to our district.

Action Plan - Plan Development and Implementation

				Status						AND ALLES AND AL			The state of the s	
\$300			3	Date Completed										
BUDGET	Strategy Number:	Strategic Plan Number	Priority:	Date Due		02/20/13		03/20/13	03/20/13		03/20/13		04147140	04/17/13
	Stra	Strategic		Start Date		01/08/13		02/20/13	03/20/13		03/05/13		0.87000700	03/320/13
an action plan on an action plan quarterly		Who's Responsible		Each Committee	Organization	Committee Chairs	MSG Board	Constitution of the Consti	MSG Board		MSG Board and	Program Manager		
Responsible: Organization Committee	Ensure each committee to develops	Goal: annual basis, reviews their specific action plan quarterly	and update as needed.	Action Step	Conduct annual action plan	development meeting and include	specific training for new board members.	Draft plan for MSG Board review.	Review plan prior to adopting.	Allow public input at MSG Board	meetings and monthly coffee	meetings	Adjust plan per public input and publish	once finalized.
Responsik		Goal:		Step #		_		2	3		4		ĸ)

4/17/2014

7/1/2013

Committee Chairs

Implement action plan and conduct quarterly reviews at the committee and board level to track progress.

9

Action Plan - Internal Controls

Responsi	Responsible: Organization Committee	e		BUDGET	BUDGET \$0 - Covered	
	Maintain strong internal controls for financial purposes,	financial purposes,	Stra	Strategy Number:	2	
Goal	Goal: including an internal budget process; updated in	; updated in	Strategic	Strategic Plan Number		
	December/January, working closely	working closely with the Town Board		Priority:	1	
	and its administration.					
Step #	Action Step	Who's Responsible	Start Date	Date Due	Date Done	
	After reviewing the action plan, determine a budget that will be suitable	MSG Board	02/20/13	04/17/13		
***************************************	for the needs of the plan.					
	Review proposed budget with	Board Dresident				
7	Gardnerville Town Board to secure	Program Manager				
	support.					
~	Final budget to Gardnerville Town	Board President				
>	Board.	Program Manager		,		

Ongoing

09/01/09

Board/Program Manager

Update and revise policy manual as

necessary.

4

Status

Action Plan - CPA

Responsi	Responsible: Organization Committee	ė	!	BUDGET	\$0 - Covered k	\$0 - Covered by Professional Services Budget Line
			Strai	Strategy Number:	3	
Goal	Goal: Retain CPA for completion of taxes.		Strategic	Strategic Plan Number	2a	
	-			Priority:	3	
			-			
Step#	Action Step	Who's Responsible	Start Date Date Due	Date Due	Date Done	Status
1	Select a qualified bookkeeper to work with CPA.	MSG Board	Ongoing	Ongoing		
2	Work with CPA.	Board President Program Manager	Ongoing	Ongoing		CPA will continue to do our taxes if we work with a qualified book keeper to organize the data.
ო	File tax returns for 2013.	Board President Program Manager CPA	Ongoing	04/15/14		

Action Plan - 501(c)3 Status

Responsi	Responsible: Organization Committee		ı	BUDGET	\$1,000	
			Strat	Strategy Number:	4	
Goal	Goal: Establish an independent corporate structure and finalize	tructure and finalize		Plan Number	2b	
	501(c)(3).			Priority:	-	
Ston #	Action Ster	Who's	Start Data	Date Dire	Date Done	States
# days	data lionay	Responsible	Stalt Date	Date Due	Date Dolle	Status
		Carol Sandmeier				
_	Complete application and submit.	Margaret Pross	01/25/12			
		Dorette Caldana				
	Subcommittee will complete follow-	Carol Sandmeier				Approximate cost of \$150 with
·	to constrate from MSG if 501(c)3 status	Margarat Dross	Ondoing			recording fees and \$750
4	ונט שפישומות וויסוון ואוסט וו סטו(כי)ט שומוש	Description Office	51105110			determination letter. IRS re-
	granted.	Dorette Caldana				evaluate on a vearly basis

Action Plan - Fundraising Plan

Responsi	Responsible: Organization Committee	e		BUDGET \$1,100	\$1,100	
	Devolor major fundaciona plant	40 0001004	Strai	Strategy Number:	5	
Goal	Goal: Develop major numbers of man man consession	locuses off	Strategic	Strategic Plan Number	1b	
	for our program	ବର ଏହଣା ବର ।।ସେ।।ଯସାରା। ଧର		Priority:	1	
		The second secon				
Step #	Action Sten	Who's	Start Date	Start Date Date Due	Date Done	C.tota
# d 230	data Hanay	Responsible	Start Date	טמוה טעה	Date Dolle	Status
~~	Increase fundraising committee membership.	Org. Committee	01/10/12	Ongoing		
2	Update current sponsors/underwriters	Fundraising subcom.	02/01/12	Ongoing		

07/01/13

04/20/13

Fundraising subcom.

Develop fundraising plan identifying annual funding requirements for next five years.

က

Conduct annual review and update of fundraising plan.

4

Action Plan - Committee Structure

FY 2013-14

\$0	9		3			
BUDGET	Strategy Number:	Plan Number	Priority:			
Responsible: Organization Committee	Maintain a committee structure within the board, per the	Goal: by-laws of the organization; at least one committee for	each of the four points of Main Street, with a board	member on each committee, preferably serving as the	chairperson.	

-				
Status	Or with installation of new board members.			
Date Done				
Date Due			07/17/13	
Start Date	07/01/12	Ongoing	07/17/13	
Who's Responsible	MSG Board	Program Manager Town Board	MSG Board	
Policy Step	Review committee structure.	Appointments by the Town of Gardnerville Board	Board Elections	
Step #	1	2	3	

Action Plan - Communication Tools

Responsible: Organization Committee

Maintain a re
Goal: Street Board
its stakehold
the capabilit

BUDGET \$2,000

regular communication tool allowing the Main ard to communicate quickly and regularly with	Strategy Number: Strategic Plan Number	5
olders. This will include a quality website with lifty to track a minimum of 2,000 hits per year.	Priority:	-

Status	
Date Done	
Date Due	Ongoing
Start Date	Ongoing
Who's Responsible	Organization and Promotion
Action Step	Determine the best options for communication to stakeholders; paper newsletter, e-newsletter, hand-outs as well as use of the latest technology.
Step #	-

Ongoing	Ongoing	Ongoing	01/31/14	
Ongoing	Ongoing	Ongoing	01/01/13	
Organization and Promotion Committees	Organization and Promotion Committees	Organization and Technical Advisor(s)	Organization Committee	
Determine the best options for communication to stakeholders; paper newsletter, e-newsletter, hand-outs as well as use of the latest technology. (Minimum monthly E-blasts; email signup forms, etc.)	Provide current information for postings on a timely basis (bi-weekly). This will include all minutes and agendas as well as upcoming events.	Assist with website support.	Complete an Annual Report and post on web.	Identify and implement strategies to increase number of visitors to website.
~	7	3	4	5

Action Plan - Program Manager

sponsi	Responsible: Organization Committee	3e		BUDGET	\$0		
			Strat	Strategy Number:	8		1
Goal:	Goal: Maintain and clearly define the role of the program	of the program		Plan Number			1
	manager. Review progress on an annual basis.	ınnual basis.		Priority:	Priority: Ongoing		1 1
4	- 17 - V	Who's		: :			
# daic	Action Step	Responsible	Start Date	Date Due	Date Done	Status	
7	Program manager review.	Board President Board Vice President Town	01/01/14	02/19/14		Yearly Review	F
		Manager					
7	Report to MSG Board.	Board President Board Vice President Town	02/19/14	03/19/14			T
		Manager					

Action Plan - Training

7500*	6	9	Ongoing		
BUDGET \$7500*	Strategy Number:	Strategic Plan Number	Priority:		
Responsible: Organization Committee		Goal: Maintain angoing training for Board of Directors and	Program Manager		

# 000	Action Stor	Who's	oto C troto	0.00	0,00	0.100
# dano	Action Step	Responsible	Staff Date Date Due	Date Due	Date Dolle	Slaius
1	Attend 2013 National Conference.	MSG Board	Ongoing	Ongoing		Annual during the Spring
2	Attend grant writing workshops/classes.	Board President Program Manager	Ongoing	Ongoing		
3	Training for MSG Board.	Board President Program Manager	Ongoing	Ongoing		Researching
4	Attend Rural Round Up-2014.	Program Manager				
5	Attend CA Downtown Assoc. or MS CA Conference.	Program Manager	07/01/12			·
9	Select a candidate from MSG to attend the Chamber of Commerce's Leadership Program.	TBA	1/1/2014	11/30/2014		

*This \$7500 amount is divided between two budget lines: Travel \$4750 and Training \$2750. It's shown in this action plan since it's an activity of the Organization Committee however, the money is not in the Org Line... only the Travel and Training Lines.

Responsi	Responsible: Organization Committee	đ	ı	BUDGET	\$200		
1			Strai	Strategy Number:	10		
Goal	Goal: Provide opportunities for professional development for	I development for	Strategic	Strategic Plan Number	9		
	MSG members, property owners, and volunteers.	d volunteers.		Priority:	2		
			Ī				
Step #	Action Step	Who's Responsible	Start Date	Date Due	Date Done	Status	
~	Provide information to businesses and	Organization	07/04/43	00000			
-	volunteers.	Committee	01/10//0	Sillo Sillo			
c	Develop workshops for	Organization	07/04/42	Oniona			
7	businesses/volunteers as need arises.	Committee	61/10/10	n n n			
"	Conduct a minimum of two workshops	Organization	07/04/43	Caiosac			<u> </u>
7	per year.	Committee	61/10//0	- Billogilo			
	Collect and review feedback on	Oracoitori					
4	workshops and modify workshop	Committee	07/01/13	Ongoing			
	content as necessary.						

Action Plan - Business/Five Year Strategic Plan

Responsi	Responsible: Organization Committee	•		BUDGET	\$2,500	
			Strai	Strategy Number:	11	
Goal:		:	Strategic	Strategic Plan Number	3	
	Host annual volunteer and business recognition event.	ecognition event.		Priority:	1	
	•					
			1			
Step #	Action Step	Who's Responsible	Start Date	Date Due	Date Done	Status
-	Conduct annual volunteer recognition	Org. & Promo	07/01/13			Second annual event to be held on
	activity.	Committees				04/04/13. (FY 2012-13)
	Review event attendance and scope of					
N	recognition and draft recommendations for the following year's event.	Org. Committee	7/1/2013			
٣	Draft written procedures for the	The state of the s				
>	planning and execution of the event.					

Action Plan--Promotional Events

Responsible: Promotion Committee

Goal: program of five promotions, that provide opportunities for social interaction, drawn on the areas culture and heritage, with locals, tourists and the downtown stakeholders; each with its own appropriate marketing plan.

\$0.00	1		1	
BUDGET	Strategy Number:	Plan Number	Priority:	l

Step#	Action Step	Who's Responsible Start Date Date Due Date Done	Start Date	Date Due	Date Done	Status
1	Working with Town Administration, and stakeholders, develop an overall plan of at least four but no more than six, promotion programs complete with marketing plans.	Promo Comm	Ongoing	Ongoing		Current events: Thirsty Third Thursday Wine Walks (5); Holiday Shopping Bazaar; Cash Mobs (12); Open Range Dinner; July 4th Event in connection with the Town of Gardnerville
2	Obtain approval of MSG Board for Promotion plan prior to implementing	Susie	1/18/2012	Prior to each event		Once a plan is created, place on agenda for board approval.
ĸ	Include fund raisers in most of the promotions utilizing various strategies	Promo & Org Comm	Ongoing	Ongoing		

Action Plan--Promotions/Thirsty Third Thursday

\$5,000	1	2		Date Done Status		Place on agenda in inst quarter of 2014 for approval	18.00 (dds 10) 1-1-0-2			Explain how the event benefits the	business and downtown.			Using a forever glass. Monitor inventory for re-orders.			As needed per wine walk event		As needed per wine walk event
BUDGET	Strategy Number:	Priority:		Date Due Da		Ongoing		Ongoing		3/1/2014			2/16/2014	Ongoing	4/1/2014				
	Strate	•		Start Date		1/15/2014		Ongoing		1/1/2014		4/1/2014	4/1/2014	4/1/2014	1/7/2014		3/1/2014		4/1/2014
		start in previous fiscal		Who's Responsible		Susie		Susie & Promo Comm	0 0	Promo Comm & Org	Comm	Paula	Paula	Paula	Promo Comm		Paula & Promo Comm		Promo Comm
Responsible: Promotion Committee			year)	Action Step	Obtain approval of MSG Board for	Promotion plan each year prior to	implementing	Increase Wine Walk volunteer recruitment	Hold a wine walk training/wine	presentation meeting to educate volunteers	and business participants	Permits	Insurance Coverage	Wine Glasses	Checklist, themes, details & volunteer follow through	Advertising-Newspaper, TV, Radio, Comm	Calendars, Biz Blasts, Social Networking	Sites, etc	Advertising-Poster/flier distribution
Responsi	Goal:			Step#		~		2		m		4	5	9	7		×		6

EVENT advertising dollars are not included in strategy #5 PROGRAM advertising plan.



Action Plan--Promotions/July 4th Event

\$250	Ţ		4	
BUDGET \$250	Strategy Number:	Plan Number	Priority:	
Responsible: Promotion Committee		Goal:	Create a special event, in collaboration with the Town of	Gardnerville, to celebrate the July 4th holiday.

Step#	Action Step	Who's Responsible Start Date Due	Start Date	Date Due	Date Done	Status
	Obtain approval of MSG Board and					
1	Gardnerville Town Board on the Promotion	Tom D./Paula L./Susie 11/1/2012	11/1/2012	3/1/2013	•	
	plan prior to implementing					
r	Determine person(s) in charge of			0,000		
7	overseeing the event	Iom D./Paula L./Susie		3/31/2013		Tom, Paula & Susie
က	Create work plan with assignments	Tom D./Paula L./Susie 11/1/2012	11/1/2012	4/1/2013		A A A A A A A A A A A A A A A A A A A
4	Permits	Tom D./Paula L.	4/1/2013	6/1/2013		manufacture of the state of the
5	Insurance Coverage	Tom D./Paula L.	4/1/2013	6/1/2013		
	Advertising-Newspaper, TV, Radio, Comm					
9	Calendars, Biz Blasts, Social Networking	Tom D./Paula L./Susie	3/1/2013	6/30/2013		
	Sites, etc					
7	Aquire Sponsorships	Org Comm	4/1/2013	7/1/2013		Start this process in first quarter of
						2014 101 HIG JULY 4, 2014 EVELLS

EVENT advertising dollars are not included in strategy #5 PROGRAM advertising plan.



Action Plan--Promotions/Holiday Shopping Bazaar

Goal: Holiday Shopping Bazaar (November 2014) Step # Action Step Obtain approval of MSG Board for Promotion plan prior to implementing Determine Event Chair Person Brinalize Workplan Advertising-Newspaper, TV, Radio, Comm Calendars, Biz Blasts, Social Networking Sites, etc Sites, etc Advertising-Poster/flier distribution				BUDGEI	\$3,000		
=			Strat	Strategy Number:	1		
	November 2014)			Plan Number			
	/FT07 12011124041	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Priority:	3		
				ı			
		Who's Responsible Start Date	Start Date	Date Due Date Done	Date Done	Status	
		& Promo Comm	3/1/2014	5/1/2014			
		Promo Comm	1/7/2014	3/1/2014			
	Event C	Event Chair & Promo Comm	3/1/2014	5/15/2014			
	E	Paula & Event Chair	5/15/2014 11/1/2014	11/1/2014			
		Promo Comm	5/15/2014	On going		Market and the state of the sta	
6 Permits, if needed	Paula 8	la & Event Chair	5/15/2014	10/1/2014			
Insurance Coverage		Paula	5/15/2014	10/1/2014			

EVENT advertising dollars are not included in strategy #5 PROGRAM advertising plan.

Action Plan--Promotions/Merry Main Street

Respons	Responsible: Promotion Committee			BUDGET	\$750		
			Stra	Strategy Number:	1		
Goal:	Merry Main Street (2013) To focus on an open house the day of the	n house the day of the		Plan Number	-		1
	Parade of Lights (12/7/2013) while promoting everything else	g everything else		Priority:	5		
	scheduled throughout the district during the holiday season.	holiday season.					I
Step#	Action Step	Who's Responsible	Start Date	Date Due	Date Done	Status	
н	Obtain approval of MSG Board for Promotion plan prior to implementing	Susie	5/1/2013	7/1/2013			
2	Determine Event Chair Person	Promo Comm	3/1/2013	4/1/2013		Transfer Company	
ю	Finalize Workplan	Event Chair & Promo Comm	6/1/2013	8/1/2013			T
4	Create a list of all retail promotions/events that are taking place in the district throughout the holiday season.	Promo Comm	7/1/2013	10/1/2013			
rv.	Advertising-Newspaper, TV, Radio, Comm Calendars, Biz Blasts, Social Networking Sites, etc	Paula & Event Chair	8/1/2013	12/1/2013			т
9	Partner on the Town of Gardnerville's Carson Valley Christmas Kickoff (12/5/2013)	Promo Comm/Town of Gardnerville	9/1/2013	11/30/2013			
7	Parade of Lights Announcing Stand or Float Entry in Parade	Promo Comm/Town of Gardnerville	9/1/2013	11/30/2013		Board to decide which we'll participate in. Coordinate with the Town.	

EVENT advertising dollars are not included in strategy #5 PROGRAM advertising plan.



Action Plan--Promotions/Website & Social Media

Responsible: Promotion Committee

Goal: Maintain a high quality, current, accurate, and informative web site that has tracking capability and that receives at least 2,000 primary hits per year.

20				
\$1,7	7			
BUDGET \$1,750	Strategy Number:	Plan Number	Priority:	

Ongoing	Ongoing
Ongoing	Ongoing
Paula/Promo Comm	Paula/Promo Comm
Use site as communication tool to program stakeholders	Coordinate with Committee Chairs for additional information and to help with updates for website and social media sites.
Ħ	2

Action Plan--Information Packets

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Goal: tourists, including a first class brochure providing information on opportunities for tourists to interact with available events and activities in downtown Gardnerville.

\$250	3		1	
BUDGET \$250	Strategy Number:	Plan Number	Priority:	

Step #	Action Step	Who's Responsible Start Date Date Due	Start Date	Date Due	Date Done	Status
	Obtain additional pieces from businesses to	110000				
	provide packets of information at events,	•				
Н	for bus tours, and at convention	Promo Comm	Ongoing	Ongoing		As needed for certain events
	opportunities. Price appropriately for fund		ı	j		
	raising opportunity.					
£.	Research bus tour companies	Shannon Hickey	BaiopaO	Daiopa		Establish relationships with Tour
		Stidillion thency	O'''BO''''B	Oligoliig		Operators
						Establish relationships with
1.b	Research conventions and local events	Promo Comm	Ongoing	Ongoing		sponsors/hosts of the conventions
						and local events.
,	Maintain supplies of materials and keep	()				
1	them "fresh", current, and accurate	raula/ Promo Comm	Ongoing	Ongoing		

Responsit	Responsible: Promotion Committee	BUDGET
		Strategy Number:
Goal:	Goal: Coordinate with five regional events to build brand and knowledge	Plan Number
•	to highlight downtown Gardnerville.	Priority:

\$ 4

Step#	Action Step	Who's Responsible Start Date	Start Date		Date Due Date Done	Status
1	Develop a list of organizations that host local and regional events	Promo Comm	08/18/10	Ongoing		Town of Gardnerville, Douglas County Historical Society, Chamber and Visitors Authority, other.
2	Determine which events MSG should be represented at and in what manner and media	Promo Comm	Ongoing	Ongoing		
3	Contact those organizations hosting events where MSG wants to be represented	Promo Comm	Ongoing	Ongoing		
4	Offer to co-host events that are appropriate for MSG and also where a suitable venue is availablethink future.	Promo Comm	Ongoing	Ongoing		

July 4th event, Movies in the Park, Carson Valley Christmas Kickoff, Genoa Cowboy Festival, Green Living Festival, DCHS Haunted Weekend

Action Plan--Promotions/Program Advertising

\$5,000	5		1	
BUDGET \$5,000	Strategy Number:	Plan Number	Priority:	
Responsible: Promotion Committee		Goal:	Create an advertising plan for promoting the Main Street	Gardnerville program.

Date Due Date Done Status	Possibilities: Newspapers, magazines,	billboards, online, etc.	10/1/2012	17,2013		ongoing	
Start Date	6106/1/3	CTO7/T/0	6106/1/3	6/1/2013		6/1/2013	
Who's Responsible Start Date	Curio	picnc	wwo Jowes			Promo Comm	
Action Step	Obtain approval of MSG Board for	Promotion plan prior to implementing	Recruit someone with adversiting	knowledge to oversee this planning	Recruit someone to created a Community	Calendar tracker and update it regularly	
Step#		+	,	4		m	

Add this to strategic plan.

Gardnerville Town Board

AGENDA ACTION SHEET

1. 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. 2. Recommended Motion: None 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: Jeremy Hutchings, Director of Engineering with RO Anderson offered to present a status report of the proposed Douglas County Community Center and Senior Center, located at 1329 Waterloo Lane, East of the existing skate park, APN: 1220-04-601-028. 6. Other Agency Review of Action: Douglas County V N/A 7. Board Action: _Approved **Approved** with Modifications

☐ Continued

Denied

Gardnerville Town Board





- 1. 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.
- 2. Recommended Motion: Motion to construct a 10' wide maintenance path constructed of 6" DG, or Type II base compacted to 90%, 2" below the adjacent grade, provided the NDOT grant application is not awarded by April 2014. The Maintenance path is to extend to the previously designed E. in

	location terminated at a maintenance vehicle turn around. The entire maintenance path within the open space should be constructed by Phase IIE. If NDOT funding is secured the maintenance path will provided in conjunction with the NDOT TAP grant funded project.
	Funds Available: ☐ Yes ☐ N/A
3.	Department: Administration
Pr	epared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: 40 minutes
5.	Agenda: □Consent
Bo de rec 20 fai	ckground Information: This trail issue came up at the April 2, 2013 Town bard meeting. Town Staff attended a meeting with the developer, the velopment engineer and county staff to discuss the intended construction quirements of the trail required by the Town of Gardnerville staff back in 07. The county is holding the developer to the conditions the town has set as a requiring a maintenance trail. There is not clear direction as to the size of e trail or when the trail is to be constructed.
Se	e the attached sheet for more background information.
6.	Other Agency Review of Action: Douglas County
7.	Board Action:
	Approved — Approved with Modifications Denied — Continued

as of

Background information continued:

The maintenance trail is necessary to provide public safety to the new homeowners of the Ranch at Gardnerville and the existing homeowners along Circle Drive that back up to the open space of the Seeman Ranch. Town staff needs to have access throughout the open space in an effort to reduce the fuels, thereby reducing the risk of wild land fire within the town.

The cost of the trail has grown from concept during the original review of the project in 2004, where notes in the file indicate town staff was thinking of a dg DG maintenance path, into a paved pedestrian trail as shown on the proposed improvement plans that were submitted to the town in 2008 and virtually approved, although staff was not able to find an actual approval letter, only condition letters.

Town staff believes these "nice" to have features: benches, trash cans, bike racks, interpretive signs, landscaping and pavement, are very important to the users of the path, but are not as critical as having access to the 32 acres of open space along the Martin Slough for general maintenance. The grant being proposed to NDOT did not include these amenities either. It is simply a 10' paved trail with 24" of DG on each side of the paved multi-modal trail. The town will be able to apply for additional grant funding to provide these "nice to have" features in the years to come, if the maintenance path is installed by the developer.

With the approval of this development and the conditions and comments to the developer at the time this was being reviewed the town wanted to be able to maintain this open space area along the Martin Slough, and it is important to be able to share this open space with residents and visitors of Gardnerville. With the town's willingness to maintain the 32 acres of open space, it saves the developer from having to create a homeowners association for the development which would then own and maintain that open space with the burden on only the homeowners of the Ranch at Gardnerville.

The Martin Slough access path was dirt along the wetlands located behind CVMS, which was paved in 2008. The proposed plans in 2008 included an 8' wide paved path with 24" of base on each side, clusters of landscaping, several benches, trash cans, and turn around areas. This work was estimated to cost \$145,000 in 2008. The costs of a basic trail could potentially be reduced to around \$50,000 in improvements using the provided itemized list of improvements identified in the engineers estimate dated July 2008.

The developer should be recognized for dedicating the additional open space and access north of Zerolene Road previously **not** a **part** of the original development plan (approximately 3 plus acres was dedicated to provide the pedestrian access from Zerolene north to the County property east of Buckeye road. This additional open space will be dedicated as part of phase II, to allow for the trail system to be constructed prior to the development. The developer

did dedicate the additional 250 feet of 25 foot right of way for the maintenance trail within the town boundary as part of the boundary line adjustment.

At the Town of Gardnerville's strategic planning workshop the Board identified their focus on having and providing pedestrian access through and around town. This maintenance path would provide direct access from the Ranch at Gardnerville to the middle school, Heritage Park and the existing trail system within the Town.

Town staff recommends the Town Board require the maintenance path along the Martin Slough. This would not be a pedestrian trail, as they did dedicate an additional 3 plus acres for the right-of-way through the development to the county owned property along the slough and provided an access from the 32 acres of town property to Zerolene Road. The trail links that form the parking area are provided as part of the phase II work and will be shown on the next set of improvement plans. The town and county have reduced the development requirements in the past on the curb, sidewalk and landscaping median on local roads. They are selling homes and virtually sold out of Phase I.

Access to the 32 acres is important and necessary to provide the health and safety to the residents of Gardnerville. The trail standard needs to be set by this Board. The county will support your decision tonight.

Staff recommends:

The developer provide the 10' wide maintenance path constructed of 6" DG, or Type II base compacted to 90%, 2" below the adjacent grade,

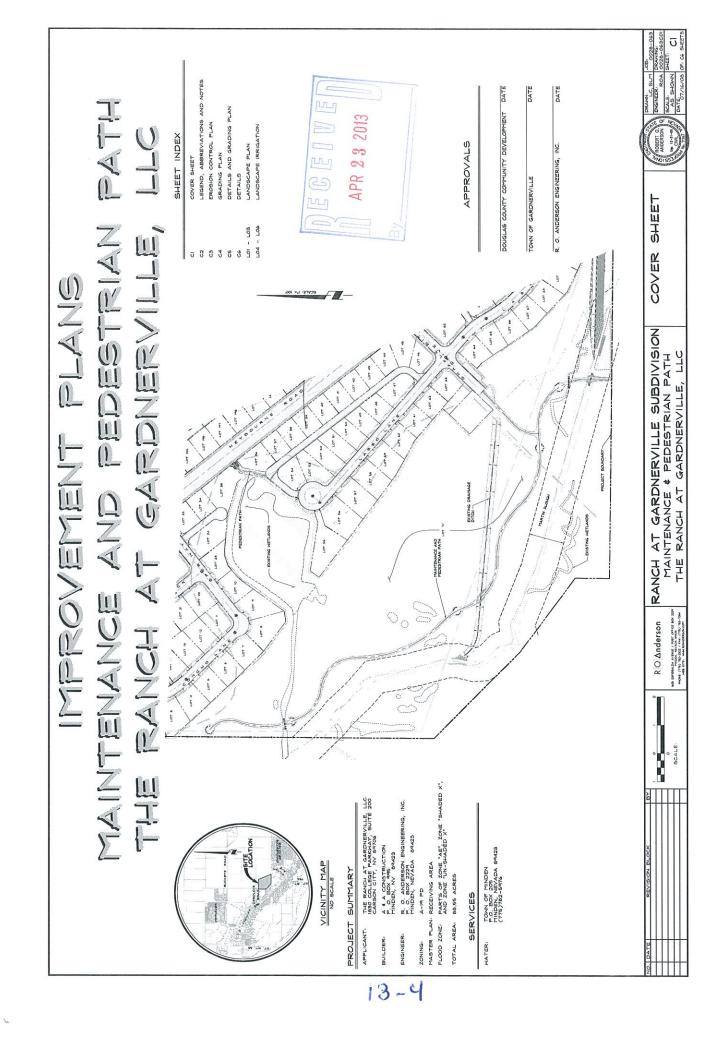
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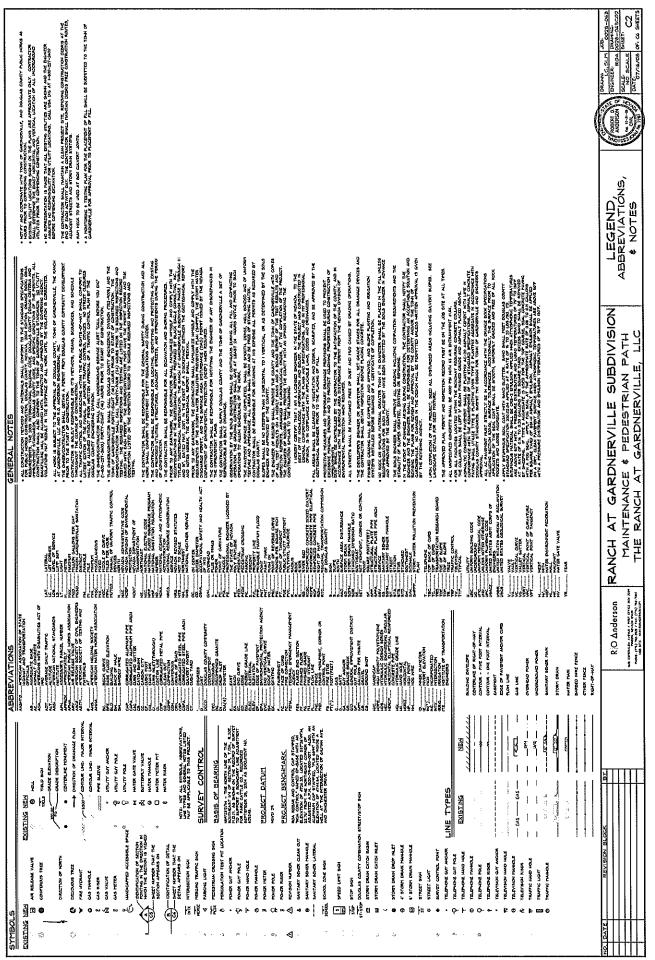
the NDOT Transportation Alternatives Program (TAP) application is not funded by April 2014. The maintenance path is to extend from the existing path at CVMS, the previously designed location, and terminate at a maintenance vehicle turn around. The entire maintenance path within the open space should be constructed by Phase IIE.

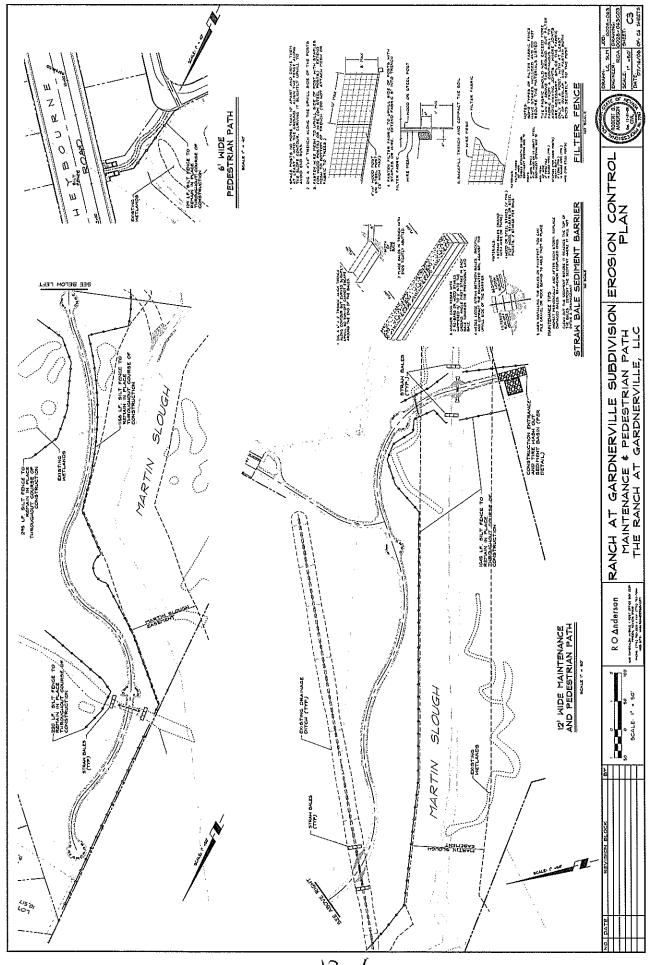
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NDOT funding is secured the maintenance path will be provided in conjunction with the NDOT TAP grant funded project.

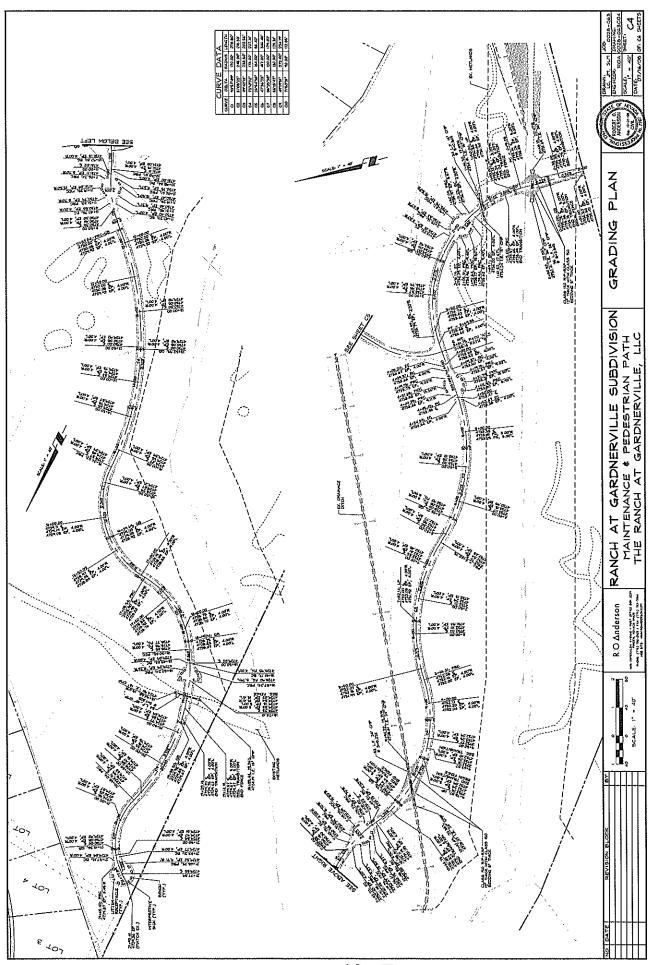
This only leaves the trail extension to Zerolene, if a trail needs to be provided to the wetlands within future phases. Are these additional trails going to be required to be provided by the Developer? This should be discussed among the Board and decided with this motion.

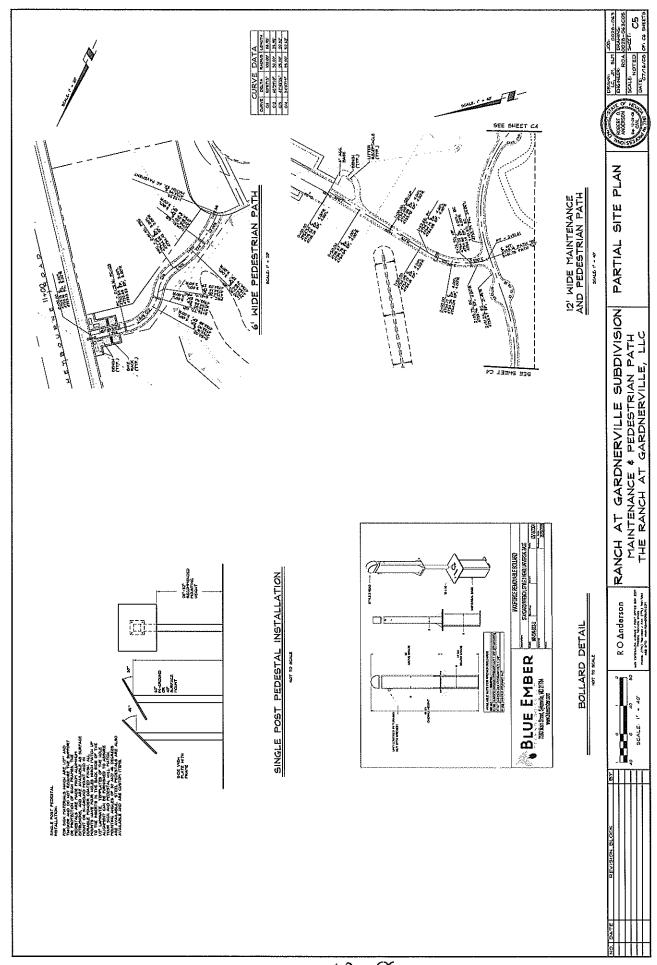


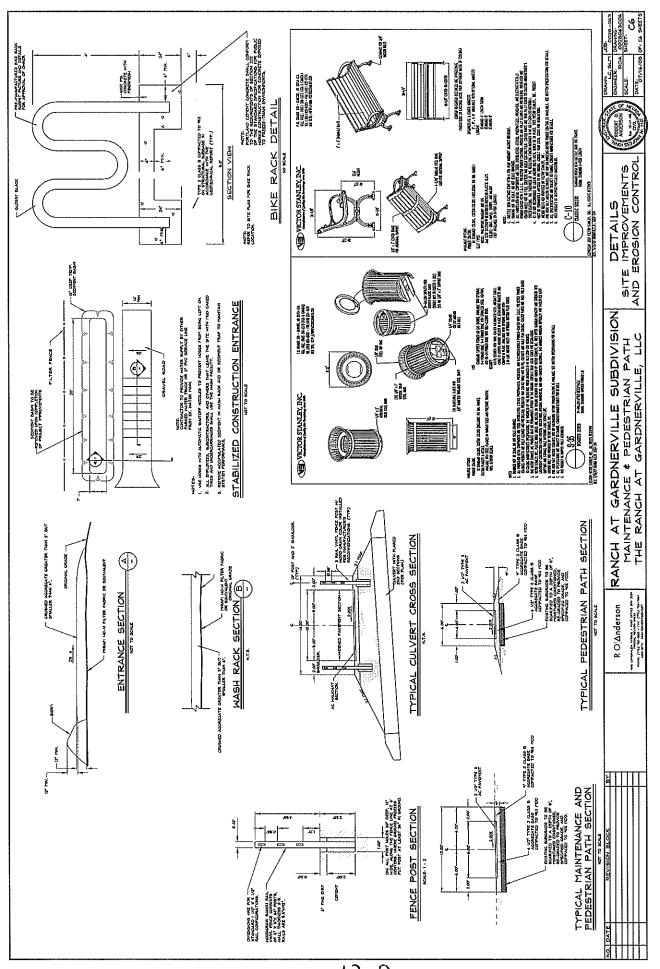




13-6







Douglas County Community Develop 1594 Esmeralda Avenue Post Office Box 218 Minden, Nevada 89423 (775) 782-6217

ment Department	
APR 2 3 2013	
By_	

FOR STA	FF USE ONLY
File Number	Receipt Number
Received By	Date

MIXED USE COMMERCIAL DEVELOPMENT/ PLANNED DEVELOPMENT APPLICATION

INSTRUCTIONS TO APPLICANT

The following application form is provided for persons who propose to submit for a Mixed Use Commercial Development or a Planned Development. The submittal must be in conformance with Douglas County Code, Chapter 20.676. For applicants proposing a MUC project, the submittal must also be in conformance with Code Section 20.664.125 (MUC Specific Standards), and where there is a conflict between the provisions of 20.676 and 20.664.125, the provisions of 20.664.125 govern.

As an applicant, you must complete this form and incorporate all requested information, as prescribed by the application submittal requirements and Douglas County Code, before the application is accepted for processing by the Community Development Department.

A. Project Location
Street Address (if available): East of Zerolene Road Community: Minden/Gardnerville
Assessor's Parcel Number(s): 1320-29-000-008,014;1320-33-210-063
Approximately 0 -Feet North or South of Buckeye Road
Approximately 0 -Feet East or West of Zerolene Road (Circle one) (Street Name)

B. Project Description
Request to develop a total of 201.45 acres into parcels and633 total units. Types of proposed uses (please check all applicable):
Single-Family Residential Commercial (retail, office, medical, restaurant)
Multi-Family Residential Industrial (manufacturing, warehousing)
Current Zoning designation(s): SFR 8000/PD A19 Current Master Plan designation(s): Receiving Area, Ag
Proposed Zoning designation(s): PD Overlay Proposed Master Plan designation(s): No Change
Floodplain designation(s) (from FIRM maps): See Map FIRM #: FIRM Date:
List any previous applications which have been filed on this site: PD 04-008,DA 08-040, DA 09-052,

APPLICANT:		
Contact Name: Carrie McAninch	Company:_ Ranch at Gardnerville	, LLC
Address: 1830 College Parkway STE	200 City/State/Zip: Carson City, Nevada 89706	elidenteetteetteetteetteetteetteetteetteett
Telephone No: (775) 883.9555	Fax No: (775) <u>887.1263</u>	ents an entermination of the contract
E-mail: <u>cmcaninch@baylisscpa.com</u>		
OWNER:		
Contact Name: Same as Above	Company:	
Address:	City/State/Zip:	
. Telephone No: ()	Fax No: ()	
E-mail:		
ENGINEER/REPRESENTATIVE:		
Contact Name: Rob Anderson, P.E.	Company: R.O. Anderson Eng	neering,Inc.
	City/State/Zip:Minden, Nevada 89423	
	Fax No: (775) 782.7084	
E-mail: randerson@roanderson.com		A CONTRACTOR OF THE PARTY OF TH
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LETT	TER OF AUTHORIZATION	
application and do hereby authorize the above repres I/we am/are the legal owner(s) of said property	at I/we am/are the legal owner(s) of the property being contative to file and represent my/our interest in this application; have read the foregoing Letter of Authorization and know serjury under the laws of the State of Nevada that the information	n. the contents thereof:
OWNER(S) of RECORD: (Include extra s	sheets if necessary)	
	Carrie & Mcarineh Signature	4/03/0013 Date
Printed Name Note: This application must include the officers (Douglas County Code Section 20.0	Signature names of all owners and, if a corporation, all stock 14.010).	Date holders and
information herein submitted, are in all respects tr accordance with the Nevada Revised Statutes and	applicant and that the foregoing statements and answers contue and correct. I also certify that all plans and submittal Douglas County Code, have been drawn to a standard engre, $\frac{1}{4}$, $\frac{1}{5}$, $\frac{1}{5}$, $\frac{1}{5}$, that is appropriate to the project size, an	requirements are in incering scale (e.g.,
APPLICANT/APPLICANT'S REPRESE	NTATIVE:	
Stephanie A. Hicks, AICP R.O. Anderson Engineering, Inc. Printed Name	Stiphanie Ithicks Signature	4 83 801 Z

April 23, 2013

Via Hand Delivery

Dirk Goering, AICP Associate Planner DOUGLAS COUNTY COMMUNITY DEVELOPMENT Post Office Box 218 Minden, Nevada 89423



The Ranch at Gardnerville PD 04-008-04
Martin Slough Trail
Description and Statement of Justification

Dear Dirk:

As we have discussed on several occasions over the past three weeks, there now exists a substantial difference between the Applicant's and County staff's understanding of the project's conditions of approval related to the Martin Slough Trail. Based on the results of our meeting together on April 16, 2013, it was agreed that the Ranch at Gardnerville, LLC, as Applicant, would prepare and submit a request for a 'Major Modification' to obtain the County Commission's confirmation of the conditions of approval as written and adopted, most particularly by their action on November 1, 2012. Amongst other matters, County staff agreed to waive the required fees for a Major Modification Application and to process this request such that it will be heard at the Board of County Commissioners' June 6, 2013 meeting.

Accordingly, on behalf of our client, Ranch at Gardnerville LLC, please consider this letter as the statement of justification and description for this request to reaffirm the conditions of approval for the subject planned development in regards to the Martin Slough regional trail only. Again, the Applicant does not seek and is not requesting any changes or modifications to the existing conditions of approval as we believe that when considered in context they are definitive and logical. However, as noted above, there exists a significant difference of understanding between County staff and the Applicant as to the requirements for construction of the Martin Slough trail. Pursuant to the understanding we reached together during our recent meeting, we will submit this matter to both the Town of Gardnerville and the Town of Minden such that they could review and consider it prior to the Board of County Commissioners' meeting in June.

Background

The Ranch at Gardnerville Planned Development was originally submitted to Douglas County for development review in the fall of 2004 as the 'Anker-Park Subdivision'. At that time, the planned location of the Martin Slough Trail was depicted on development plans because the trail was designated as a master planned facility and, therefore, required to be shown on the plans. During the review process of that application, the Town of Gardnerville imposed conditions of approval requiring that the development provide linkage from the existing end of the Martin Slough Maintenance Road behind CVMS through to the new Town boundary. The Town's

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 2 of 14

conditions of approval were submitted on its letter dated October 27, 2004, and the applicable condition stated,

Applicant shall dedicate approximately 27.12 acres as open space and convey interest to the Town of Gardnerville. Homes backing up to this area shall be constructed with fences to deter "free" access. The maintenance road shall be constructed from its current termination through the new parcel and terminate at the new Town boundary. An access trailhead with parking shall be constructed per the tentative map. A trail shall be constructed from the trailhead to the maintenance road.

The Town of Minden's review of this same development application included the following conditions:

- 3. Coordination with the Town of Minden regarding storm drain detention, sand oil separation, and the development of access along the Martin Slough as a Gardnerville/Minden linear park.
- 9. Plan review and approval of parks, medians, parkway areas, and landscape improvements.

The Douglas County Board of Commissioners approved the project on December 2, 2004. The official letter summarizing the project's approval was issued on December 14, 2004, by Douglas County Community Development staff member Heather Bovat, Senior Planner. This letter included the following two conditions which are related to the Martin Slough Trail:

- 13. The proposed detention basin shall be landscapes to include non-buoyant materials such as turf, cobble rock and low spreading ground cover. Access to the Martin Slough shall include improved parking areas, and pedestrian trails. Final locations to be determined at the time of final map submittal.
- 16. The applicant shall meet all conditions of approval recommended by the Town of Minden, and the Town of Gardnerville, except as modified by these conditions of approval.

Please note that none of the above listed conditions of approval, either by the Town of Gardnerville or as adopted by the Board of County Commissioners relative to the Martin Slough "Maintenance Road", specify how or to what standards the road was to be constructed¹, what alignment this road should have, what the total width will be, or by when or within what phase of the trail must be constructed. Further, none of the above conditions of approval when read in

¹ As an example, during our meeting together on April 16, 2013, Mr. Dallaire indicated that the existing sections of the Martin Slough Maintenance Trail as constructed by the Town of Gardnerville have been constructed of compacted native materials without any base or pavement section.

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context imply (let alone state) that the Developer is responsible for constructing the planned Martin Slough regional trail.

Subsequent to the project's approval in 2004, the project was sold to The Ranch at Gardnerville, LLC, which then began the development process in earnest. To that end, in November 2007, Site Improvement Plans for Phases I – III and IX were submitted to Douglas County for review and approval.

In December 2007, the Phase I Final Map for this development was submitted to, reviewed by and ultimately approved by Douglas County. This final map included an offer of dedication of the open space adjoining Phase I – III and IX to the Town of Gardnerville. The final map also included a jurat, which was duly signed by the authorized agent of Town of Gardnerville, accepting the offer of dedication of the open space². The area of the open space dedication exceeded the requirement as listed in the Town of Gardnerville's letter of approval. A Subdivision Improvement Bond was submitted by the Applicant for those improvements contemplated as being required to serve Phase 1 subdivision, which included certain off-site improvements such as Gilman Avenue Extension. As part of the submittal for the Phase 1 Final Map, while responding to the applicable conditions of approval, with respect to County Condition No. 13, we responded on behalf of the Applicant that "... Access to the Martin Slough in the southern half of this project includes improved parking areas and pedestrian trails as required." This statement is true and accurately reflects the Applicant's understanding of the timing of certain access and parking improvements. Those specific improvements (parking and pedestrian trails) were shown to be constructed with the improvements for Phase II of the development.³ Douglas County staff members reviewed and ultimately approved the proposed improvement agreement as well as the Engineer's Estimate of Probable Construction Costs for the Phase 1 Improvements contemplated at that time. Based on staff's review, the Phase 1 final map was recorded on December 13, 2007.

In December 2007, at the request of Mr. Jim Park, who was then the Manager of the Town of Gardnerville, the Site Improvement Permit application was submitted for the Martin Slough Maintenance Road. In June or July 2008, the Town of Gardnerville finally approved the proposed design; however, Douglas County never issued the requested Site Improvement Permit.

April 2008, Site Improvement Permit #538 for Phases I – III and IX was approved by Douglas County.

² At the request of Douglas County, this dedication was re-affirmed by separate, quitclaim deed dated March 23, 2012.

³ It should be noted that the Amended Planned Development Application, as approved on October 4, 2012, served to re-design the street and parking area that was located in this area some of which is the basis of the pending boundary line adjustment.

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At no time did the Applicant believe the Martin Slough Maintenance Road was required to be constructed with Phase 1 improvements; it could have been, but it was not required to be constructed with Phase 1. The existence of a draft set of improvement plans for the planned maintenance road is not at all dissimilar to the inclusion of the design of improvements required for Phase II and Phase III with the designs of the Phase I improvements. Had either County staff members or representatives of the Town of Gardnerville believed the maintenance road improvements were required prior to Phase 1 final map being recorded, they would have made it a requirement to record the final map and include sufficient security to construct the improvements.

In July 2008, the Douglas County Board of Commissioners approved a request by The Ranch at Gardnerville to modify the development schedule. This schedule modification was similarly approved by both the Town of Gardnerville and the Town of Minden.

After significant discussion with Douglas County Community Development staff members extending over a period of months, in October 2011 an Amended Final Subdivision map for Phase I was submitted. This development application included several variance requests to improvement standards, but none that related to the Town of Gardnerville's Martin Slough maintenance road. The Amended Final Subdivision Map was reviewed and approved by Douglas County. The amended map was recorded on March 30, 2012.

In April 2012, NDOT Transportation Enhancement Grant Opportunity was identified which if granted would provide funding for the Martin Slough Multi-modal Trail project. To apply for and be eligible for this grant, Douglas County had to own or control the alignment of the regional trail. At that time (and even now), the only sections of the alignment of this planned regional improvement that the County did not own or control between Lucerne Street in Minden and Gilman Avenue in Gardnerville, were through properties owned by the Ranch at Gardnerville. Representatives of the County contacted the Ranch at Gardnerville and requested that they consider dedicating those portions of the planned alignment that traversed their property in advance of when otherwise required to do so based on the conditions of approval so that the grant application could be submitted. The Ranch at Gardnerville agreed to cooperate with Douglas County and the Towns in their efforts to obtain grant funding for this important regional improvement. To that end, they offered to dedicate the necessary land areas north of Zerolene Road so that Douglas County could demonstrate that it would own or control the necessary right-of-way. The Ranch at Gardnerville further agreed to make a cash contribution of \$100,000 to be used as match funding if the grant was approved. Douglas County, therefore, prepared and submitted its application for this grant with a total grant request of \$581,488 of a total estimated project cost of \$781,488.

June 2012, an application for a Major Modification to the Planned Development was submitted to Douglas County and both Town Boards. In addition to its project description and justification, the Applicant submitted new development plans and an updated Phasing Plan. With respect to the Martin Slough Trail, the new development plans clearly and concisely depicted the planned location of the Martin Slough Trail and indicated that it would be constructed "by others." The

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 5 of 14

planned alignment of the trail was shown to be coincident with the previously planned alignment of the maintenance road. The requests within the major modification was reviewed and approved by both Town Boards. The Board of Commissioners approved the Applicant's request for the major modification on October 4, 2012; the enabling ordinance was approved on November 1, 2012.

The project's conditions of approval as approved by the Board of County Commissioners on November 5, 2012, relative to the Martin Slough Trail and maintenance road improvements are now listed in Condition 8b and 8c:

b. Per the letter dated April 12, 2012, the applicant shall dedicate a 25-foot right of way to accommodate the Martin Slough Multi-modal Trail project.

c. The pedestrian trail must be constructed to county standards, per the Douglas County Design Criteria and Improvement Standards, Detail AC 035.

The Applicant was then, and is now, agreeable to these conditions of approval. That is, the Applicant is ready, willing and able to grant the necessary 25-foot wide easement or right-of-way to accommodate the Martin Slough Multi-Modal Trail project and to make the \$100,000 donation to that project when the sought after grant is approved. Furthermore, the Applicant is prepared to and will construct to Douglas County standards the pedestrian trails that provide linkage to the proposed Martin Slough Multi-modal Trails, as shown on the development plan submitted with this major modification.

However, at no time since making the offer to cooperate with and support the County's grant application, did the Applicant expect, plan, propose or otherwise agree to:

a) offer for dedication the required right-of-way for the planned Martin Slough Multi-modal Trail, plus

b) make a \$100,000 cash contribution if the grant is approved, but

c) if the pending grant application should fail, also be required to construct the Town of Gardnerville's maintenance road to county adopted standards for roads, trails or even pedestrian paths.

As you know, during our meeting of April 16, 2013, Douglas County staff indicated that it intended to delay any further action on the pending boundary line adjustment between the Town of Gardnerville and the Applicant until the following two items are addressed to the County's satisfaction:

 a) submits a deed conveying the planned 25-foot wide strip of land to accommodate the future Martin Slough Multi-Modal Trail, which strip is located south of Zerolene Road and on the project's west boundary, and

b) the Applicant prepares improvement plans for the Martin Slough Maintenance Road and posts financial security for those improvements; and

As we discussed then, the Applicant is agreeable to and will dedicate the requested 25-foot dedication in advance of recording any one of the sub-phases of Phase II of the project. Although not technically required at this stage of the project, the Applicant will continue to

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 6 of 14

cooperate with the County wherever possible. However, the Applicant does not agree to and will not prepare the requisite improvement plans for the Martin Slough Trail or even the Martin Slough Maintenance Road; nor submit and process those plans through the County's plan review process or, once approved, post acceptable financial security to secure the completion of these improvements. The basis of the Applicant's objection to such requirements is provided above, but suffice it to say that it is the Applicant's interpretation of the clear meaning of the project's approvals that it is not responsible for planning, designing or constructing the sought after improvements.

During our meetings together County staff has indicated that the Maintenance Road was required with Phase 1 and the costs of those improvements should have, therefore, been included in the Engineer's Estimate of Probable Cost for Phase 1 improvements. We do not believe there is a basis for such a conclusion in the written conditions of approval for the project. In response, County staff stated that because the planned alignment of the former Maintenance Road was within areas dedicated to the Town of Gardnerville with the Phase 1 final map, then any planned improvements should have been constructed or secured for prior to recording the map. Based on the facts that the former Maintenance Road was not permitted with Phase I and the Engineer's Estimate of Probable Cost did not include the projected cost of the Maintenance Road, we believe it is clear that the Applicant didn't perceive the Maintenance Road to be a part of Phase I. The fact that Douglas County staff reviewed not only the project's Phase I improvement plans, but also reviewed and approved the Phase I Final Map as well as the Amended Phase 1 Final Map, and that as recently as March 30, 2012, we believe affirms that the County's staff members also didn't expect the Maintenance Road to be required with Phase 1.

Finally, and most recently, the Applicant's intention and commitment relative to responsibility for the planned Martin Slough Trail was clearly set forward on its application for an Amended Planned Development. In the drawings depicting the planned improvements to be constructed with this development, on behalf of the Applicant we clearly indicated that the Martin Slough Trail was to be constructed by others. In response to this designation, the former conditions of approval for this development relative to these improvements were amended by the County Commissioners by adopting the Applicant's offer to accelerate the land dedication and make a \$100,000 contribution in support of the Martin Slough Multi-Modal grant application.

Therefore, due to the differences in understanding between County staff and the Applicant of the project's conditions of approval related to the Martin Slough Trail, we respectfully request the Board of Commissioners to reaffirm these conditions of approval for the subject planned development.

The following paragraphs provide our analysis of the required findings for a Planned Development per Douglas County Code §20.676.040:

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Planned Development Findings:

1. The plan is consistent with the statement of objectives of a planned development contained in the master plan and in this chapter.

Comment: The stated purpose of a planned development process in Chapter 20.676.010 is to provide a method of comprehensive planning for smaller, less complex development projects than are typically processed with a specific plan, and which meet certain criteria. These criteria are as follows:

 The project site contains topographic constraints, environmental resources, or other features which require special planning consideration;

Comment: The project site is not constrained by physical or environmental features that would otherwise render it subject to the stated criteria. Douglas County requires that a planned development application be filed for this project since the site is located within a designated Receiving Area.

 ii. A more efficient and desirable design can be achieved through flexible design standards or mixed land use patterns than can be attained through the strict adherence to zoning standards;

Comment: By carefully planning both the street patterns and connections to the adjoining regional roads, the project meets the objectives of the receiving areas as contained in Douglas County code.

iii. Adequate public facilities and infrastructure exist or can be provided to the project site to serve the proposed type and intensity of development;

Comment: Adequate public facilities exist to serve the proposed development, including all typical urban services (community sewer, community water, storm drainage) and related key infrastructure. Minden-Gardnerville Sanitation District (MGSD) and the Town of Minden will provide community sewer and community water service to all lots within the proposed development, respectively.

 Detailed development plans are known at the time the comprehensive development plan is prepared, allowing combined review and approval.

Comment: Detailed development plans have been submitted with this application.

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v. Build-out of the planned development project area is contemplated within the scope and duration of the plan.

Comment: It is anticipated that the project build-out will coincide with the duration of the plan. The project will be constructed in up to 21 phases, the timing of which will be determined based upon market conditions then present in the community.

vi. The project is located within a receiving area as shown on the master plan land use maps, and is proposing to utilize transfer development rights.

Comment: The project is located within a receiving area and will transfer an adequate number of development rights to the site concurrently with or immediately prior to the recordation of each final map.

2. The extent that the plan departs from zoning and subdivision regulations otherwise applicable to the property, including but not limited to density, bulk and use are deemed to be in the public interest.

Comment: The proposed development does not require any variances to the standard subdivision regulations with respect to density, bulk and use and is consistent with the Receiving Area land use density regulations and policies as previously discussed. Other variances sought will provide for consistency with previous decisions regarding the proposed project, including the original 2004 approval which permitted direct access to Heybourne Road.

3. The ratio of residential to non-residential use in the planned development is consistent with the master plan.

Comment: This finding is not applicable to this particular application.

4. The purpose, location and amount of the common open space in the planned development, the reliability of the proposals for maintenance and conservation of the common open spaces are adequate as related to the proposed density and type of residential development.

Comment: Common facilities include the regionally significant Martin Slough riparian area parcel and the detention ponds. Perimeter fencing will be privately maintained. As previously approved, Town of Minden has agreed to accept both the detention ponds and the Martin Slough riparian area parcel located north of Zerolene for maintenance purposes. The open space parcel south of Zerolene has been previously accepted by the Town of Gardnerville.

5. The physical design of the plan and the manner in which the design of the planned development makes provisions for adequate public facilities, as required by this code.

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The Ranch at Gardnerville Justification and Project Description
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Comment: All public facility requirements contained within the adopted code are met with the proposed development, including adequate water, sewer, streets, drainage and open space.

6. The beneficial relationship of the proposed planned development to the neighborhood in which it is proposed to be established, as expressed in the compatibility standards of this code.

Comment: No compatibility standards are specifically expressed in the development code; however this proposal is compatible with adjacent land uses as it provides similar residential land uses as adjacent approved developments.

7. Where a development plan proposes development over a period of years, the sufficiency of the terms and conditions intended to protect the interests of the public, residents and owners of the planned development and the integrity of the plan and, where the plan provides for phases, the period in which the application for each phase must be filed.

Comment: As indicated in previous paragraphs, the project will be constructed in a series of 21 phases. The timing and scope of each respective phase will be dependent on market and economic factors within the community.

8. That each individual unit or phase of the development, if built in stages, as well as the total development, can exist independently and be capable of creating a good environment in the locality and be as desirable and stable in any phase as in the total development.

Comment: The accompanying project phasing plan demonstrates that each phase can exist independently with adequate access and utility services being provided to each phase.

9. The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect.

Comment: The planned development will increase the desirability of the area by promoting a high quality neighborhood that is compatible with surrounding development.

10. Any deviation from the standard ordinance requirements is warranted by the design and additional amenities incorporated in the development plan which offers certain unusual redeeming features to compensate for any deviations that may be permitted.

Comment: The developer has incorporated a number of features with the accompanying plan that will increase the project's desirability. These features include the variation of lot sizes integrated into each street, a street pattern that provides a good connection and continuity for

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 10 of 14

both the proposed residences and existing residences within adjacent developments, and protection of the important and regionally significant Martin Slough riparian areas.

11. The principles incorporated in the proposed development plan indicate certain unique or unusual features which could not otherwise be achieved under the other zoning districts.

Comment: Development within a receiving area requires a planned development overlay zoning district; there is no other alternative approach for entitling development within these areas.

12. The planned development will not result in material prejudice or diminution in value of surrounding properties, and will not endanger the health, safety and welfare of the community.

Comment: The project is proposed to be developed at land use types and densities that are similar to adjacent residential developments. Therefore, the proposal will not result in material prejudice or diminution of value of these surrounding properties. There exists no evidence or findings to date that indicate the proposal will endanger the health, safety or general welfare of the community.

13. The subdivision of land proposed in the planned development meets the requirements of the Nevada Revised Statutes and this code.

Comment: The proposed subdivision meets the requirements of NRS Chapter 278 and Douglas County Development Code Planned Development standards.

14. The subdivision of land proposed in the planned development conforms to the density requirements, lot dimension standards and other regulations applicable to planned developments.

Comment: The proposal is consistent with the regulations applicable to planned developments within receiving areas in Douglas County's urban areas.

15. The subdivision of land proposed in the planned development conforms to the improvement and design standards contained in the development code and adopted design criteria and improvement standards.

Comment: All of the proposed improvements conform to Douglas County's design standards consistent with the requested variances.

16. Where applicable, adequate transfer development rights have been established consistent with the number of proposed units within the planned development.

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The Ranch at Gardnerville Justification and Project Description
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Comment: Transfer of development rights will occur prior to or concurrent with the recordation each phase of this proposed subdivision development.

17. The planned development has a beneficial relationship to the neighborhood in which it is proposed to be established.

Comment: The Planned Development is consistent with the neighborhood development within this area of Minden and Gardnerville.

Tentative Subdivision Map Findings:

 The property to be subdivided is zoned for the intended uses and the density and design of the subdivision conforms to the requirements of the zoning regulations contained in Part II of this development code;

Comment: With the proposed Planned Development, the proposal conforms to the requirements of Part II of the development code.

 If planned development is proposed, the tentative subdivision map conforms to the density requirements, lot dimension standards and other regulations applicable to planned developments;

Comment: The tentative map conforms to the planned development regulations.

3. The tentative subdivision map conforms to public facilities and improvement standards contained in the development code;

Comment: All adequate public facilities are provided with this development application.

 The tentative subdivision map conforms to the improvement and design standards contained in the development code and adopted design criteria and improvement standards;

Comment: All public improvements conform to the improvement and design standards contained in the development code and the design manual.

5. If applicable, that a phasing plan has been submitted and is deemed acceptable;

Comment: The project will be developed in a series of not more than 21 phases.

6. The approval contains terms that plan for the possibility of abandonment or termination of the project;

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Comment: The project-phasing plan has been developed so that any phase of the project can stand alone and independent of subsequent phases in case of abandonment or termination of the project.

7. There are no delinquent taxes or assessments on the land to be subdivided, as certified by the County Treasurer.

Comment: All taxes are paid current as demonstrated by the receipt from the County Treasurer's office that is attached to this application.

8. The project is not located within an identified archeological/cultural study area, as recognized by the county. If the project is located in a study area, an archeological resource reconnaissance has been performed on the site by a qualified archeologist and any identified resources have been avoided or mitigated to the extent possible per the findings in the report.

Comment: The project site is not located in an identified cultural resources study area.

NRS 27A380 and 410 The following is a discussion on the criteria prescribed by Nevada Revised Statute (NRS) 278A.380 and 278A.410. Comments to these two sections are below:

In addition to the findings required by Title 20 for planned development approval, NRS 278A.380, (Purposes of provision for enforcement and modification) and NRS 278A.410 Section 2, provides:

"The enforcement and modification of the provision of the plan must be to the further mutual interest of the residents and owners of the planned development and of the public in the preservation and integrity of the plan as finally approved. The enforcement and modification of the provisions must be drawn also to insure that modifications, if any, in the plan will not impair the reasonable reliance of the residents and owners upon the provision of the plan or result in changes that would adversely affect the public interest."

<u>Comment:</u> The applicant is not requesting a modification to the existing approval, only seeking clarification of the original conditions placed on the project specifically relating to the Martin Slough trail.

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 13 of 14

NRS 278A.410 (2) Modification of the plan by City and County provides as follows: "All provisions of the plan authorized to be enforced by the city or county may be modified, removed or released by the city or county, except grants or easements relating to the service or equipment of a public utility unless expressly consented to by the public utility, subject to the following conditions:

 No such modification, removal or release of the provisions of the plan by the city or county may affect the rights of the residents of the planned unit residential development to maintain and enforce those provisions.

<u>Comment:</u> This request does not change or impact the enforcement or maintenance of the plan under the existing CC&R's.

- 2. No modification, removal or release of the provisions of the plan by the city or county is permitted except upon a finding by the city or county, following a public hearing that it:
- (a) Is consistent with the efficient development and preservation of the entire planned unit development;

<u>Comment:</u> As conditioned, the plan will not impact the residents within and adjacent to the proposed development. Measures to reduce traffic and noise have been addressed by limiting access points, buffering with open space, and compatibility with the surrounding residential character.

(b) Does not adversely affect either the enjoyment of land abutting upon or across a street from the planned unit development or the public interest; and

<u>Comment:</u> This request will not result in a change of conditions which would adversely affect neighboring properties as described or the public interest.

(c) Is not granted solely to confer private benefit upon any person.

<u>Comment:</u> The applicant is not requesting a modification to the existing approval, only seeking clarification of the original conditions placed on the project specifically relating to the Martin Slough trail.

Douglas County Community Development The Ranch at Gardnerville Justification and Project Description April 23, 2013 Page 14 of 14

Thank you for your consideration regarding this matter. Should you have any further questions, please do not hesitate to call.

Yours faithfully,

R.O. ANDERSON ENGINEERING, INC.

Robert O. Strdenson / Sh Robert O. Anderson, P.E., CFM, WRS

Principal Engineer

cc. Jim Cavilia, Esq.

Tom Dallaire, P.E.

Jenifer Davidson

Cynthea Gregory, Esq.

Carrie McAninch

Douglas County Community Development Received: **Site Improvement Permit** Application, Resubmittal and Change Order New Permit Plan Review (1st Review) 1st Plan Review Resubmittal (No Fee) This Application is for (check one) Plan Review Resubmittal Fee \$ Change Order to SIP No. \$103.00 Fee Assessor's Parcel Number(s): 1320-33-001-005 Job Site Address/Location: Between Zerolene Road and Gilman Avenue APR 23 2013 Gardnerville, NV, 89410 Project Description: Maintenance and Pedestrian Path ~2,450' with Base and Surface, some culvert crossings, railings, benches, litter receptacles, interpretive signs, landscaping and irrigation water lines.

	I V						
Owner	Name The Ranch At Gardnerville, LLC	Phone 775-782-3999					
	Address 1789 East College Pwy, Ste 124	Fax 775-783-9462					
	City/State/Zip Carson City, NV 89706	E-mail					
Applicant	Name	Phone					
	Address Greg Painter P.O. Box 37	Fax 775-782-3999 775-783-9462					
	City/State/Zip Genoa, NV 89411	E-mail					
Engineer	Name License No. Claire Provan NV # 16270	Phone 775-782-2322					
	Address 1603 Esmeralda Avenue	Fax 775-782-7084					
	City/State/Zip Minden, NV 89423	E-reprovan@ROAnderson.com					
Contractor	Name A & A Construction	Phone 775-782-5957					
	Address P. O. Box 995	Fax 775-782-0322					
	City/State/Zip Minden, NV 89423	E-mail					
I will save, indemnify and keep tramless the County of Douglas, its officers, employees and agents against all liabilities, judgments, costs and expenses which may accrue against them in consequence of the granting of this permit, inspections, or uses of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances and laws.							

Applicant Signature:	Date: [211167
Engineer's Estimate: \$ \ 143,612.50 Plan Review Fee: \$ 1,718.06	Plan Review Fee Schedule: For projects \$1 to \$100,000:
2 nd or Additional Plan Review Fee: \$	1.50% of Estimate
Change Order Fee: \$103.00	For projects over \$100,000 to \$200,000: \$1,500 + 0.5% of the value over \$100,000
In-House Use Only: Paid On:	For projects over \$200,000: \$2,000 + 0.25% of the value over \$200,000
Receipt Number: Check Cash Credit Card	For 2 nd plan review submittal: 10% of the site improvement permit fee All additional plan review submittals: 5% of the site improvement permit fee

See Page 2 for Submittal Requirements

Page 1 of 2

Site Improvement Permit Submittal Requirements

Douglas County Community Development, P.O. Box 218, Minden, NV 89423

All plans must conform to Title 20 and the Douglas County Design Criteria and Improvement Standards.

Check the category that best fits the description of the work you are performing. Each application must include a complete set of submittals. Citing previous submittals, plans or studies filed with other divisions of Douglas County are not acceptable unless pre-approved by the County Engineer. If you have any question regarding the submittal requirements for a particular situation, call the Engineering Division at 775-782-6235. [] Category 1: Grading Only, 5,000 c.y. or less. Check if building pad certification is required. [] [] Category 2: Improvements with no modification or impact to existing driveways, roads, drainage or utilities. [X] Category 3: Improvements which include installation or modification of driveways, roads, drainage or utilities. Category 4: Improvements for Subdivisions, Parcel Maps, Public Works Projects or grading in excess of 5,000 c.y. SUBMITTAL REQUIREMENTS: Mark the column "NA" if an item is not applicable to the work being preformed. Req'd NA [X] Four or Five Sets of Plans: Submit five (5) sets of plans for all projects served by Douglas County sewer or water. Plans must conform to Division 7 of the Douglas County Design Manual. Plans must be signed and wet stamped by a Nevada P.E.; or signed by a licensed Nevada Contractor or include an Owner Builders Certificate as appropriate to the work being performed. [] [X] Cost Estimate - Categories 1 & 2: Attach one copy of the following: a signed cost affidavit by the owner along with an owner builder's certificate; a signed contractor's estimate; or a sealed engineer's estimate. [X] [] Cost Estimate - Category 3 & 4: Attach either an executed itemized contract or a sealed engineer's estimate. [X] Design Review Committee: Cite DRC Case Number: (PD) 04-008 include copy of DRC letter of approval. [] [X] NDEP Bureau of Safe Drinking Water Review and Approval: Provide written approval for all water system work. ĮΧį [] Supplemental Government / Utility Review and Approval: Attach a summary list of all supplemental permits and approvals associated with the work (i.e. Town, General Improvement Distinct, other County, Fire Marshall, State, NDOT, TRPA, Federal or Public Utilities.) Indicate if the approval has been obtained (submit copy of approval) or provide the anticipated date of approval. [X] Road Pavement: A copy of the soil resistance value and structural calculations for the roadway section. [] [X] Soils/Geologic Report: One copy of a sealed soils / geologic which address the respective construction issues [] pertinent to the project. A Professional Geotechical Engineer must stamp and sign the report. [X] Drainage Report: One copy of the final drainage study. If the sealed final study is on file with Community [] Development check here: [] List date of final report: _____ and DRC Case #: [] Construction Specifications: One copy of the material specifications. [x] Check here if the construction specifications are incorporated with the improvement plans. [] Erosion Control Plan: Two copies of both a temporary and permanent erosion control plan (IBC 1803). [] [X] Check here if the erosion control plans are incorporated with the improvement plans. [] Landscape Plans: If landscape is proposed to be installed with this permit include two copies of the plans. [x]The cost of landscape improvement must be included with the cost estimate. [X] Hill Side Grading: Work conducted on slopes of 15% or greater must comply with and contain the submittals [] as outlined in Title 20.690.030K and Appendix C of Douglas County Code.

Notes

1. Additional Submittal Requirements: This list represents the items commonly associated with standard development. If your work involves an unusual circumstance please contact the Engineering Division at 775-782-6235.

2. Electrical & Retaining Walls: Work involving electrical installation or the construction of retaining walls require a separate building permit, contact the Building Division at 775-782-6224 for further information.

MAINTENANCE AND PEDESTRIAN PATH THE RANCH AT GARDNERVILLE, LLC ENGINEER'S PRELIMINARY ESTIMATE OF PROBABLE CONSTRUCTION COSTS December 11, 2007

A. SITE PREPARATION

NO.	THEM IN THE SECOND SECO	QUAN	ITY	Laur	PRICE	N CONTRA	fall 8 (S	TOTAL
1	CLEAR AND GRUB	1	LS	1 \$	2,000.00	I/LS	\$	2,000.00
2	ONSITE EARTHWORK	1	LS	\$	5,000.00		S	5,000.00
3	EROSION AND DUST CONTROL	1	LS	\$	3,000.00	_	\$	3,000.00
4	SILT FENCE	2,310	LF	\$	3.00		\$	6,930.00
5	STRAW BALE SEDIMENT BARRIER	20	EA	\$	40.00		\$	800.00
6	STABILIZED CONSTRUCTION ENTRANCE	1	EA	\$	1,500.00		S	1,500.00
		SUBTO	TAL FO	OR SI	TE PREPAR		\$	19,230.00

B. SITE IMPROVEMENTS

NO.	THE ARTHUR PROPERTY OF THE PARTY OF THE PART	QUANT	ΠY	Tana i	PRICE		1 38 1	TOTAL
7	STREET PAVING (2 1/2" AC) W/ SEAL COAT	22,340	SF	18	1.75	/SF	\$	39,095.00
8	AGGREGATE BASE (6 1/2")	33,850	SF	\$	0.85		\$	28,772.50
9	4' VINYL FENCE	352	LF	\$	20.00		\$	7,040.00
10	BOLLARDS	3	EA	\$	400.00		\$	1,200.00
11	4' LONG BENCH	26	EA	\$	400.00		\$	10,400.00
12	18" CMP	34	LF	\$	20.00	/LF	\$	680.00
13	18" FLARED END SECTIONS	2	EA	\$		/EA	\$	900.00
14	24" CMP	53	LF	\$	25.00		\$	1,325.00
15	24" FLARED END SECTIONS	2	EA	\$	450.00	/EA	\$	900.00
16	30" CMP	35	LF	\$	30.00		\$	1,050.00
17	30" FLARED END SECTIONS	2	EA	\$	450.00		\$	900.00
18	24 GAL LITTER RECEPTACLE	7	EA	\$	250.00		\$	1,750.00
19	SURVEY MONUMENT Journ Love (4)	20	EA	\$	300.00		\$	6,000.00
20	BIKE RACK	2	EA	\$	200.00		\$	400.00
21	INTERPRETIVE SIGN BASES	14	EA	\$	200.00		\$	2,800.00
22	ADJUST MANHOLE COVERS	1	EA	\$	500.00		\$	500.00
		SUBTOTA	L FOR	SITE	IMPROVE	MENTS	\$	103,712.50

1200 ?

37,427.50 E 56,657.5

C. LANDSCAPING IMPROVEMENTS

NEED
IRRIGATION
CONNECTION
NOW
For PHOSE FA
IF

	IDSCAPING IMPROVEMENTS							
NO.	ITEM:	QUAN	QUANTITY			PRICE		
23	2 1/2 INCH CAL DECIDUOUS TREES	84	EA	1\$	60.00		\$	TOTAL 5,040.00
24	5 GAL SHRUBS	87	EA	\$	15.00		\$	1,305.00
25	PLANT LABOR 2 1/2 INCH TREES	84	EA	\$	30.00		\$	2,520.00
26	PLANT LABOR 5 GAL SHRUBS	87	EA	\$	15.00		\$	1,305.00
27	IRRIGATION MATERIALS	1	LS	\$	3,000.00		\$	3,000.00
28	IRRIGATION LABOR	2,500	LF	\$	3.00		\$	7,500.00
		SUBTOTAL FOR LA	NDSCA	APING	IMPROVE	MENTS	\$	20,670.00

TOTAL FOR FEE WORK UNDER THIS SITE IMPROVEMENT PERMIT \$ 143,812.50

County Plan Review Fee \$1,718.06

County Site Improvement Permit Fee \$2,636.13

Notes & Clarifications to Preliminary Estimate of Probable Costs:

1 Estimate based on improvement plan set dated 12/12/07

2 Estimated unit prices were obtained from recent quotations received on similar development projects in Carson Valley.

No allowance has been made for such potential items as dewatering or soil amendments, etc.

4 Estimate does not include dry utilities such as power, gas, cable, and phone conduit or design costs.

17.14.07

1052

THE RANCH AT GARDNERVILLE 1, LLC
1830 COLLEGE PKWY., SUITE 200
CARSON CITY, NV 89706

BANK OF THE WEST 90-78-1211

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17亿日起产业及各区区的原则的自由企业工作。

DOUGLAS COUNTY GREAT PEOPLE & GREAT PLACES

COMMUNITY DEVELOPMENT

1594 Esmeralda Avenue, Minden, Nevada 89423

Building Division Engineering Division Planning Division Code Enforcement

Mimi Moss COMMUNITY DEVELOPMENT DIRECTOR

775-782-6201 FAX: 775-782-6297 website: www.douglascountynv.gov

MEMORANDUM

Date:

May 1, 2013

To:

Gardnerville Town Board Members

From:

Dirk Goering, AICP, Associate Planner, Direct Line 782-6212

Subject: PD 04-008-5 (Planned Development Modification); for The Ranch at Gardnerville, LLC,

to clarify and possibly modify conditions of approval.

Dear Gardnerville Town Board Members,

At the last Town meeting on April 2nd, the Town Board approved a boundary line adjustment for the Ranch at Gardnerville Planned Development. While the boundary line adjustment seemed relatively straight forward, county staff expressed concerns with the boundary line adjustment because it would circumvent trail improvements required with the recording of the Phase II final map. At this meeting Mr. Anderson, with RO Anderson Engineering, presented the request with his belief that certain trail improvements were not requirements of the Planned Development approval. As part of the Town Board's agenda for this May 7th meeting, the Board will be formally discussing these requirements.

Since the meeting on April 2nd, county staff has done significant research on the subject access and pedestrian trail, including the review of town staff reports, town meeting minutes, town approval letters, county staff reports, county meeting minutes, and county approval letters from 2004 through 2012. Based on this review and discussion with the Community Development Director and District Attorney's Office, it is clear that access to the Martin Slough via pedestrian trail improvements were clearly required by the Town of Gardnerville in 2004 and again in 2012.

Since 2004, the Town Board has required a maintenance road along the Martin Slough, access trails, and a parking area. The Douglas County Board of Commissioners affirmed the Town's conditions of approval in 2004 and 2012. County staff met with the owner on April 16th and due to disagreements on the type of improvements required, county staff requested the applicant submit a modification to the Board of Commissioners regarding the pedestrian access trails and maintenance road.

The bulleted items below are listed chronologically and are provided for clarification and to support county staff's position as well as dispute claims made by the applicant at the April 2, 2013 Town Board meeting and in the statement of justification recently submitted.

- November 3, 2004, the Town of Gardnerville issued an approval letter for the Park Anker Planned Development, now known as the Ranch at Gardnerville (See Attachment 1), which was heard at the November 2, 2004 Town Board meeting. The approval letter included two relevant conditions of approval:
 - "Development shall provide linkage from the existing end of the Martin Slough Maintenance Road behind Carson Valley Middle School through to the new Town boundary. The applicant shall dedicate approximately 27.12 acres as open space and convey interest to the Town of Gardnerville. The maintenance road shall be constructed from its current termination through the new parcel and terminate at the new Town Boundary. An access trailhead with parking shall be constructed per the tentative map. A trail shall be constructed from the trailhead to the maintenance road."
 - "All future improvements shall be required to strictly adhere to an approved phasing plan." The open space parcel now owned by the Town of Gardnerville was in Phase 1 in 2004 and still is today.

As stated before, county staff finds these conditions to be quite clear and reasonable. In the 2004 staff report, by Jim Park, the maintenance road was to be constructed for the purpose of maintenance operations and the preservation of the Martin Slough open space for drainage. Furthermore, it's worth noting that much of the open space is within the floodplain and is undevelopable. Therefore, if the Town did not accept this area as open space, the developer would be responsible for the lifelong maintenance of this area, a cost now being paid for by Gardnerville Town residents.

- On December 6, 2007, the Ranch at Gardnerville, LLC, submitted a final map for Phase I.
 - Prior to county staff processing a final map, the applicant must demonstrate compliance with all conditions of approval. With regards to improvement requirements, such as a maintenance road or a trail, an applicant must construct or financially secure for the improvements. County staff has attached a letter from the applicant identifying how each condition of approval had been met (See Attachment 2). Please note page 7 and 8 where the applicant acknowledges the requirement to construct parking areas and pedestrian trails. In addition, condition #14, where the applicant acknowledges construction of open space improvements and states that such improvements have been secured as a result, the Phase I final subdivision map recorded on December 13, 2007.
 - On December 17, 2007, the applicant submitted SIP #00570 for an 8-foot wide asphalt pedestrian path along the Martin Slough including access trails from the subdivision. This 8-foot wide maintenance road/trail was determined to satisfy the maintenance road requirement from 2004, by the Town and therefore the County. This site improvement permit was never issued because the applicant never submitted revised plans to the County.

- In 2012, the Ranch at Gardnerville, LLC, submitted to the County a Major Modification to the Planned Development to alter the subdivision design, the planned development boundary, the development schedule, and the total number of single-family dwellings compared to multifamily dwellings.
 - Contrary to the applicant's belief, at no point during this modification process did the applicant ask for a modification to the conditions of approval for the maintenance road or access trails. As a result, the conditions of approval for the maintenance road and trail access remained and were memorialized in the Gardnerville Town Approval Letter dated September 5, 2012 (See Attachment 3).
 - Additionally in 2012, the Town of Minden conditionally approved the modification requiring access to the proposed trail system in the Town of Minden as was previously done in 2004 (See Attachment 4).
- On April 2, 2013, the Town of Gardnerville heard Mr. Anderson request for approval for a boundary line adjustment involving the Ranch at Gardnerville, LLC, and the Town of Gardnerville.
 - Mr. Anderson advised the Town Board that a letter from the applicant, which was referenced in the County's October of 2012 approval letter, dedicating a 25-foot right-of-way and matching funds for the Martin Slough NDOT grant of \$100,000 replaced the original conditions of approval by the Town for the maintenance road and access trails. This is incorrect. The applicant did not request a modification to trail improvements required by the Town or the County. In addition, staff is **not** asserting that the \$100,000 match is required in addition to any trail improvements. Staff is simply stating that the applicant offered funds for the grant, but did not ask to be relieved from constructing the access or pedestrian trails incase the grant was not approved.
 - During the April 2nd meeting, Members of the Board felt that it was not reasonable for the developer to be responsible for improvements which were assumed to cost \$750,000. This estimate is **incorrect**. The County's Engineering Division has estimated the price of trail improvements in the Town of Gardnerville (Phase I and II) to be around \$80,000. This estimate assumes a 12-foot wide 4-inch aggregate base maintenance road and three 10-foot wide asphalt access trails (@Snaffle Bit Drive, Heybourne Road, and Zerolene). Based on the number of dwelling units in the Town of Gardnerville for this subdivision, this equates to approximately \$334 per dwelling unit.

Conclusion

As a stipulation of this current modification, county staff required the applicant to go before both Towns and seek clarification of the conditions, and if needed and deemed appropriate by the town Board Members modify any necessary conditions of approval. County staff is asking the Gardnerville Town Board to clarify whether or not a maintenance road is required, and if so, to what standard. In addition, county staff is seeking clarification on whether access trails were required in 2004 and 2012, and if so, to what standard. While access trails were required in 2004 by the Towns and the County, an actual design was not specified. Therefore, county staff added language in 2012 to specify the design of the access trails. Currently, the County's conditions require access trails to be a 10-foot wide asphalt trail to match the design of the Martin Slough Trail as proposed in the 2012 NDOT grant. Therefore, if the grant is approved, the access trails would match the improvements constructed under the grant.

All planned developments must meet certain findings for approval or modification. County staff has reviewed the findings and believe that the maintenance road, access trails, and parking area requirements to be reasonable and pertinent to the required findings, especially when considering the benefit to the developer, by alleviating their responsibility to maintain the open space areas indefinitely. Staff finds the following planned development findings from Title 20, Section 20.676.040 to be relevant:

- #4. The purpose, location and amount of the common open space in the planned development, the reliability of the proposals for maintenance and conservation of the common open spaces are adequate as related to the proposed density and type of residential development.
- #7. Any development-related adverse impacts, such as traffic, noise, odors, visual nuisances, or other similar adverse effects to adjacent development and neighborhoods, are mitigated by improvements or modifications either on-site or within the public right-of-way.
- #10. The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect.
- #11. Any deviation from the standard ordinance requirements is warranted by the design and additional amenities incorporated in the development plan which offers certain unusual redeeming features to compensate for any deviations that may be permitted.

In addition, county staff finds the following Master Plan goal and policies to be relevant:

TP Policy 5.31: Maintain and implement the adopted Douglas County Comprehensive Trails Plan to provide opportunity for non-motorized transportation within the County that meets both recreational and commuter needs.

TP Policy 5.32 Ensure development and maintenance of multi-purpose (hiking, equestrian, bikeway and off-road bicycle) trail systems throughout Douglas County, connecting with public lands and recreation facilities of local and regional interest. See additional policies in the Douglas County Comprehensive Trails Plan.

MG Goal 10: To provide a comprehensive circulation system for existing and future Minden neighborhoods with an emphasis on pedestrian facilities and connections.

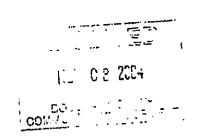
Thank you for your time and attention to this matter.

Attachments:

- 1) 2004 Gardnerville Town Board Approval Letter and minutes from 2004 meeting.
- 2) 2007 Applicant's Response to Conditions of Approval.
- 3) 2012 Gardnerville Town Board Approval Letter.
- 4) 2012 Minden Town Board Approval Letter.

ATTACHMENT 1





November 3, 2004

Heather Bovat Planning Division, DCCD PO Box 218 Minden, NV 89423

RE: Park Anker PD

Dear Heather,

The Gardnerville Town Board took action at their meeting last night to approve the Park Anker Planned Davelopment. Attached please find the appropriate documentation, and please not that the penned in comments/changes are from the Board's action last night.

Please contact me if I can be of further assistance and thank you for working closely with all parties on this quality addition to the community.

Very truly yours,

الر Park Gardnerville Town Manager

Enciosures (3)

cc: Mimi Moss, Planning Manager Keith Ruben, RO Anderson Engineering, Inc. Jennifer Roman, JWA Bruce Scott, Town of Minden A&A Construction, Inc.

Town Menagor James E. "Jam" Park Jr. 1407 Hwy 395 North Gerdnerville, NV 89410 (778) 782-7134 (775) 782-7135 Fax

Gardnerville Town Board

AGENDA ACTION SHEET

- 1. Title: DISCUSSION AND POSSIBLE ACTION ON PD 04-008, A REQUEST TO ESTABLISH A PLANNED DEVELOPMENT OVERLAY ZONE INCLUDING A TENTATIVE SUBDIVISION MAP DIVIDING 201.4 ACRES INTO 616 PARCELS AND 640 TOTAL UNITS WITHIN AN A-19 (AGRICULTURAL, 19-ACRE MINIMUM PARCEL SIZE) ZONING DISTRICT IN THE MINDEN PLANNING AREA, LOCATED AT 1178 ZEROLENE ROAD, APN'S 1320-33-001-001, 1320-33-001-002, 1320-29-000-006, AND 1320-29-000-008, PARK CATTLE COMPANY, APPLICANT. THE GARDNERVILLE TOWN BOARD WILL BE ADDRESSING THE PORTION OF THE PROPOSED PLANNED DEVELOPMENT GENERALLY LOCATED SOUTH OF ZEROLENE ROAD
- 2. Recommended Motion: Approve PD 04-008 conditioned with staff comments.

Funds Available:

Yes

XN/A

3. Department: Administration

Prepared by: Jim Park Phone Number: 782-7134

4. Meeting Date: 11/2/04 Time Requested: 45 minutes

5. Agenda: Consent XAdministrative

6. Background Information: Refer to attached staff report.

- 7. Other Agency Review of Action: Minden Town Board, Douglas County Planning Commission, Board of County Commissioners
- 8. Board Action:

XApproved □Approved with Modifications

□Denied □Continued

Approved 5-0 with staff recommended conditions from reports dated October 27 and November 2, 2004. (Include conduit for future traffic lights at Gilman/Chichester-11/2 report; delete "ALL" from condition #4, October 27 report).

MEMORANDUM

Town of Gardnerville

Paul Lindsay, Chairman Tom Cook; Vice Chairman Mike Philips, Board Member Randy Slater, Board Member Jerry Smith, Board Member



Jim Park TOWN MANAGER

TO:

Gardnerville Town Board

FROM:

Jim Park, Town Manager

SUBJECT:

Park Anker PD Staff Report Additional Comments

DATE:

November 2, 2004

In addition to the staff report included in your packet for the November 2 meeting, staff is recommending the following conditions of approval be included:

o Annexation of the land generally located south of the proposed extension of Zerolene Road to the Town of Gardnerville upon approval of the Planned Development by the Board of County Commissioners.

o The proposed space parcel (27.12 +- acres) shall be deeded to the Town upon annexation.

o All future improvements shall be required to strictly adhere to an approved phasing plan.

P O Dovelooment shanh include installation at compact AT GILMAN Chichester for Advice tractic controls,

Timb David

Gardnerville Town Manager

MEMORANDUM

Town of Gardnerville

Paul Lindsay, Chairman Tom Cook, Vice Chairman Mike Philips, Board Member Randy Slater, Board Member Jerry Smith, Board Member



Jim Park TOWN MANAGER

TO:

Gardnerville Town Board

FROM:

Jim Park, Town Manager

SUBJECT:

PD 04-008, Park-Anker Planned Development Overlay and Tentative Subdivision Map

DATE:

October 27, 2004

The requested Planned Development Overlay proposes approximately 208 single-family residences (SFR) and 30 Multi-Family Residential units (MFR) south of Zerolene Road (area within the future annexation of Gardnerville) with the balance of the proposed development north of Zerolene Road (future Minden).

The water conveyance advisory committee has reviewed the project and conditioned the proposal that any subsequent improvement plans will need to be reviewed by that committee in the future.

Key areas of review with this proposal other than general compliance with code and planning requirements include:

Linkage of Gardnerville and Minden along the Martin Slough and access for maintenance operations and

preservation of Martin Slough open space for drainage.

- o Staff comments: Development will need to provide linkage from the existing end of the Martin Slough Maintenance Road behind CVMS through to the new Town boundary. This can be accomplished by either a dedicated easement allowing the maintenance road to continue, or by preferably dedicating the remainder of the percel (approx 27.12 acres) as open space and conveying interest to the Town of Gardnerville. Homes backing up to this area shall be constructed with fences to deter "free" access. Access to and through this area shall be provided by the continuance of the maintenance road.
- The proposed extension of Gilman Avenue.
 - o Gilman is proposed to be constructed as a collector collector. County transportation plans show below by transportation this area, and the Gilman extension should satisfy roadway planning as a replacement for browood. Ironwood was shown on transportation maps to be constructed adjacent to Chichester to the north, eventually tieing into Muller Parkway. A future stubout of this extension will be shown on the revised maps with a buffer zone between Chichester.
 - Landscaped traffic medians comparable to the medians between Heritage Park halves should be constructed near the end of the current Gilman section near Chichester to provide traffic calming and enhance safety for pedestrians using the Martin Slough Nature Trail and students crossing Gilman to and from CVMS.
 - o Future development to the east of Chichester will undoubtedly generate additional school bus traffic. All efforts to provide an alternative school bus access to and from CVMS should be explored, including the extension of High School Street from Gilman to the campus. Cooperative measures for cost-sharing this extension should be explored and implemented.

- ➤ Compatability with adja
- . Jupment.
- o Single-family residential (SFR) lots range from approximately 6500 Sr to apwards of 13,000 SF-compatible with adjacent residential development.
- Multi-family residential (MFR) zoning is compatible-adjeacent parcel currently zoned MFR.

Staff recommends approval of the proposed portions generally south of Zerolene with the following conditions:

- 1. Development shall provide linkage from the existing end of the Martin Slough Maintenance Road behind CVMS through to the new Town boundary. Applicant shall dedicate approximately 27.12 acres as open space and convey interest to the Town of Gardnerville. Homes backing up to this area shall be constructed with fences to deter "free" access. The maintenance road shall be contructed from its current termination through the new parcel and terminate at the new Town boundary. An access trailhead with parking shall be constructed per the tentative map. A trail shall be constructed from the trailhead to the maintenance road.
- The future stubout extension of the roadway to the east located north of Chichester (Ironwood) shall have a buffer of a minimum of 100° between the roadway and the north property line of Chichester parcels. The mailbox cluster units The Town will maintain this area
- 3. Landscaped traffic medians comparable to the medians between Heritage Park halves shall be constructed near the end of the current Gilman section near Chichester to provide traffic calming and enhance safety for pedestrians using the Martin Slough Nature Trail and students crossing Gilman to and from CVMS. The Town shall maintain these medians.

 4. Afteriors to provide an alternative school bus access to and from CVMS should be explored, including the extension of High School Street from Gilman to the campus
 - explored, including the extension of High School Street from Gilman to the campus. Cooperative measures for cost-sharing this extension should be explored and implemented. The Town will participate in any propsed cost share to the extent possible. Douglas County is encouraged to participate as well.
- Town Streets require "acom" style lights on black steel fluted poles (SPPC standard). Lights
 shall be installed at turning points, cul-de-sacs, and intersections only. Coordinate design
 with SPPC, Town will approve final plan.
- Street lighting on regional roads shall be the same as Town streets. The Town shall approve final design.
- 7. Traffic signposts and anchors shall be black.
- The Town will not maintain landscape areas between curb and sidewalks. Perpetual
 maintenance of these areas is the responsibility of the adjacent property owner or
 homeowners association (HOA)).
 - Automatic irrigation must be included. Irrigation system connected to adjacent property in residential areas. Standalone systems acceptable for commercial or in cases of an HOA.
 - Trees from the "Town Recommended Tree List" shall be used.
 - Cobble Rock Mulch with weed block is highly encouraged in landscape strips.
 - The Town shall approve all landscape plans.
 - The Town will not accept dedication of and maintenance of neighborhood monument signs and fences.
- Multi-family units shall be served by 2-cubic yard dumpsters, one dumpster per four dwelling units.
- The newly constructed Gilman section shall be maintained by Douglas County as a regional roadway.
- All irrigation and/or storm water conveyance facilities shall be piped with the exception of the Martin Slough.
- 12. Storm drain facilities proposed or required to be maintained privately, including but not limited to storm water treatment devices, piping, catch basins, and retention/detention ponds, that will convey runoff into Town maintained storm drain systems must have a maintenance and operations plan reviewed and approved by the Town. Applicant is required to submit such plan before improvement plans will be approved. Adequate funding for perpetual

mainten such tacilities must be demonstrated.

- 13. The following Standard Town Conditions of Approval shall apply:
- > All administrative, engineering, or legal fees incurred by the Town in connection with reviewing the project shall be reimbursed and paid to the Town.
- > Improvement plans shall be reviewed and approved by the Town's engineer.
- > Estimate of value for all offsite improvements dedicated to the Town is required before final acceptance of those improvements.
- > Trash enclosures shall be constructed to Town standards and access for service vehicles shall be approved by Town staff.
- > All drainage and agriculture irrigation facilities shall be piped and placed in the public right-of way, with the exception of the Martin Slough, which shall remain open in this project.
- > Construction runoff and dewatering practices shall be in accordance with appropriate permits obtained from the Nevada Division of Environmental Protection. Discharge into existing Town storm drain systems will only be allowed upon written approval from the Town, and will be subject to discharge quality and storm drain cleaning requirements set forth by the Town.
- Maintenance plans and level of service for landscaped areas proposed for care by a homeowner's association are required to be submitted for review and approval by the Town Board, who will either recommend approval or denial to the Board of County Commissioners of the maintenance plan
- Any damage to the Town's existing infrastructure, including, but not limited to, streets, curb and gutter, sidewalks, or drainage systems caused by the development of a project shall be repaired or replaced by the developer.
- Annexation to the Town is required if development is located outside the current town boundary.
- > Two copies of record drawings in both paper and electronic AutoCAD format are required before final acceptance of improvements.
- > Projects shall comply with adopted County Master Plan as revised and approved by the Douglas County Board of Commissioners.

Respectfully submitted,

James (Jim) E. Park, Jr., CPM, CPO

Gardnerville Town Manager

GARDNERVILLE TOWN BOARD

Meeting Minutes

November 2, 2004

> Meeting was called to order by Chairman Lindsay. Flag salute was led by Jerry Smith

Present:

Paul A. Lindsay, Chairman Thomas J. Cook, Vice-Chairman Randall P. Slater Michael W. Philips, Sr. Jerry L. Smith

Michael S. Rowe, Town Counsel Jennifer Roman, JWA Consulting Engineers Jim Park, Town Manager Carol Louthan, Secretary Sr.

GUESTS: A list of those present is included in the file of the November 2, 2004 meeting.

> Approval of the Agenda

Motion Cook/Smith to approve the agenda as written. Motion carried unanimously.

> Approval of Previous Minutes-September 7, 2004 Regular Board Meeting

Motion Philps/Smith, to approve the minutes of September 7, 2004. Motion carried unanimously.

> Discuss Good News in Gardnerville

Mr. Park deferred to item # 1.

> Public Comment on Any Item Not on Tonight's Agenda-No Board Action

Mr. Skip Sayer, the new executive director of the Chamber of Commerce, introduced himself and looks forward to working with Gardnerville. He wanted to formally say hello and meet the board members.

 Discussion and possible action on a presentation from Councilman Mike Pacini of Boulder City, Nevada, and Immediate Past President of the Nevada League of Cities and Municipalities, and David Fraiser, Executive Director of the Nevada League of Cities and Municipalities, regarding Town Board Member Tom Cook's selection as the "Public Offical of the Year"

Councilman Mike Pacini is past president of Nevada League of Cities last year and last year's winner of the public official of the year award. He is proud to have voted for Tom and wanted to personally present the award. On the Nevada League of Cities website is the news article about Mr. Cook. This is the first time a board member from a municipality has won this award. It is truly an honor to present the award. Tom shines upon this Board with his commitment to the community and Nevada. It pleases him to present a picture and the trophy.

Mr. Cook accepted the award from Mr. Pacini and Mr. Fraiser, Executive Director of Nevada League of Cities and Municipalities.

CONSENT CALENDAR

Consent items may be pulled at the request of Board Members wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed at beginning of the Administrative Agenda. All items shall include discussion and possible action.

> Motion to approve consent calendar.

TOWN DEPARTMENTS

- 2. Accept Health and Sanitation Monthly Report
 - Accepted
- 3. Accept Public Works Monthly Report
 - Accepted
- 4. Accept Parks Department Monthly Report
 - Accepted
- 5. Recommend approval of a Douglas County Outdoor Festival Entertainment Event application for the Carson Valley

Chamber of Commerce and Visitor's Authority for the annual Parade of Lights on US Highway 395 scheduled for December 4, 2004.

Approved

CORRESPONDENCE

6. Correspondence received by Town-no action.

Read and noted

TOWN MANAGER

- 7. Approve Claims for September and October 2004
 - Approved
- Approve Town "General Improvement Standards" and revised "Standard Town Conditions of Approval" document.
 Approved
- 9. Accept Town Manager's Monthly Report for October 2004.

Accepted

TOWN ENGINEER

10. Accept an update on Town projects

Accepted

No public comment.

Motion Smith/Cook to approve the consent calendar. Motion carried unanimously.

ADMINISTRATIVE AGENDA

IF ANY ITEMS WERE PULLED FROM THE CONSENT CALENDAR, THOSE ITEMS WILL BE HEARD AT THIS POINT

11. DISCUSSION AND POSSIBLE ACTION ON PD 04-008, A REQUEST TO ESTABLISH A PLANNED DEVELOPMENT OVERLAY ZONE INCLUDING A TENTATIVE SUBDIVISION MAP DIVIDING 201.4 ACRES INTO 616 PARCELS AND 640 TOTAL UNITS WITHIN AN A-19 (AGRICULTURAL, 19-ACRE MINIMUM PARCEL SIZE) ZONING DISTRICT IN THE MINDEN PLANNING AREA, LOCATED AT 1178 ZEROLENE ROAD, APN'S 1320-33-001-001, 1320-33-001-002, 1320-29-000-006, AND 1320-29-000-008, PARK CATTLE COMPANY, APPLICANT. THE GARDNERVILLE TOWN BOARD WILL BE ADDRESSING THE PORTION OF THE PROPOSED PLANNED DEVELOPMENT GENERALLY LOCATED SOUTH OF ZEROLENE ROAD

Mr. Park went over the map and the area the development would occupy within the Gardnerville boundaries, Staff has no issues. There are additional comments on the report in Board packets, Gilman will need to be constructed to Douglas County standards and some traffic calming devices installed.

Mr. Slater asked has received calls from concerned citizens believing the Heybourne-Gilman extension is the bypass. He asked that be clarified.

Mr. Anderson representing Alton Anker and Park Cattle Company agreed that this street was not the bypass. The bypass is 2600 feet west of Orchard Road. The open space that is part of the proposal would have a walking path and the area would be dedicated to the Town. The drainage is to detention ponds located in Minden and also runoff will drain into the Martin Slough.

Mr. Slater asked about the access to the area.

Mr. Anderson pointed to an access at 6th and Buckeye, another at Heybourne and at Zerolene. The Town of Minden has offered to help resolve some of the problems with constructing the road at Zerolene. The next point of access would be Gilman

Mr. Cook asked if they could put conduit under Gilman when they do the road in case down the road they need a stoplight. That way they don't have to dig up the street again at Gilman and Chichester.

Mr. Anderson thought they could do that very easily.

Mr. Smith asked about Zerolene?

- Mr. Anderson explained the Town of Minden will take over Zerolene and maintain it. There is a right-of-way issue at the extreme west edge. The County and the Town of Minden will work to resolve that issue and then the Town of Minden would take the road for maintenance.
- Mr. Park indicated they are looking at a buffer. The recommendation would be that the area next to the Martin Slough would be left as open space and the Town would maintain that. The majority of the water will be draining back to the Martin Slough and conveyed to the two detention ponds in Minden. There won't be an actual additional drainage pond.
 - Mr. Cook would like the issue addressed as far as the water rights north of Heybourne.
 - Mr. Anderson believed that had been addressed.
 - Mr. Cook did not believe so and asked they check into it.
 - Chairman Lindsay called for public comment.
 - Mr. Beres asked if the Martin Slough is in a flood plain?
 - Mr. Anderson answered, yes it is.
 - No further public comment.
 - Motion Smith to approve PD4-008 with the concerns so noted.
 - Mr. Park stated there is a staff report with recommended conditions.
 - Mr. Smith included in his motion the staff conditions as noted.
- Mr. Cook asked how this was going to be phased? He doesn't want a dirt road open to Gilman. He would like it paved early.
- Mr. Anderson pointed out Anker and Park are not developers. The likelihood is they would not be the people you are dealing with for the phasing. If there is an amendment it would be submitted later on.
 - Mr. Slater hopes the County and Town work closely with the developer.
- Mr. Anderson believed the intent is they would go sequentially. There are a variety of things that can change that.
- He is concerned with the staff condition referencing the access to CV Middle School that is significantly offsite.
 - Mr. Park added that the Town would like the ability to work cooperatively together with the developer.
 - Mr. Anderson did not want there be a misunderstanding that they would build that road.
- Mr. Cook pointed out they are putting Gilman through and Chichester on the left. He believed there was a condition that Chichester Estates, the developer that backs up to the ditch, was responsible to put the street in.
 - Mr. Anderson agreed the original conditions were they put the road with the multifamily.
- Mr. Rowe would have to go back to the agreement to read how that was required. He doesn't remember the precise wording. He believes any reimbursement conditions would be something required at the county's level and not here. He can check the agreement and get back to the Board.
 - Mimi Moss will bring that up with county staff.
 - Mr. Anderson indicated the only condition he takes exception to is #4.
 - Mr. Park indicated that condition could be stricken.

- Mr. Slater would recommend it staying in. as far as the discussion of it.
- Mr. Anderson understands the need for the road.

No public comment.

Motion Smith/Cook to approve PD-008, a planned development overlay with staff recommendations as noted on the October 27, 2004 and November 2 memorandums, and condition # 4 the word "All" being taken out and the sentence reading "Efforts to provide an alternative school bus access to and from CVMS should be explored, including the extension of High School Street from Gilman to the campus." Also adding the condition of installing conduit at Gilman and Chichester. Motion carried unanimously.

(Recess taken to set up a slide presentation)

12. DISCUSSION AND POSSIBLE ACTION ON DA 04-155, A REQUEST FOR A SPECIFIC PLAN FOR 226 ACRES (JACOBSEN RANCH) WITHIN AN A-19 (AGRICULTURAL, 19-ACRE MINIMUM PARCEL SIZE) ZONING DISTRICT IN THE GARDNERVILLE PLANNING AREA, LOCATED EAST OF HIGHWAY 395, SOUTH OF TOLER LANE, AND NORTHWEST OF VIRGINIA RANCH ROAD, APN'S 1220-03-000-022, 1220-03-000-023, AND 1220-03-000-024, SIERRA NEVADA SW ENTERPRISES, APPLICANT. THE PROPOSED SPECIFIC PLAN CONSIDERS THE DEVELOPMENT OF NO MORE THAN 1,020 DWELLING UNITS WITHIN SIX DISTINCT PLANNING AREAS INCLUDING 5,000 TO 8,000 SQUARE FOOT SINGLE FAMILY RESIDENTIAL LOTS, TOWNHOMES, AND MULTI-FAMILY RESIDENTIAL UNITS, A 10.5 ACRE SCHOOL SITE, COMMUNITY PARKS AND OPEN SPACES, COMMERCIAL AND SERVICE/INDUSTRIAL ZONED AREAS

Mr. Keith Ruben, representing Sierra Nevada SW Enterprises, gave a presentation on the Virginia Ranch Specific plan.

Chairman Lindsay called for public comment.

Parallel parking versus diagonal parking was discussed. It was felt by Board members and town staff that narrowing the median or instead of having a long linear 16-foot median going down the whole street, just have it in certain areas to define the pedestrian crossings. Diagonal parking is preferable.

Mr. Ruben suggested not having parking on the other side of the road also, if there is diagonal parking.

Discussion on the Town maintaining the landscaping on the left side of the depiction.

Mr. Ruben indicated there is always an opportunity to form a landscape maintenance district. It had been discussed before and he didn't feel it was well received.

Mr. Park pointed out there is a public-private benefit with the concept of a landscape maintenance district. The Town's contribution would be the 100 foot wide linear park space detention area across the entire length of the project. That has community-wide benefit. According to state statute, if it is community-wide, needs to pitch in and maintain that. It is a drainage element. The Town does maintain drainage. It serves a dual use as an open-space, park and recreational facility. Staff is more than comfortable recommending they take that.

Mr. Cook believed they have to pipe the Company ditch all the way to Highway 395.

Mr. Ruben stated the specific plan does not get into that type of detail. It would have to be addressed when the development goes forward.

There was discussion on the plan's mention of accessory dwelling units.

Mimi Moss advised the County requires ½ acre for an accessory unit. There are lots in Gardnerville that have less that have mother-in-law quarters. It can work. It really depends on the parcel size and access to and from. The County had a concern with that point also.

Mr. Slater mentioned that the accessory units are turning into rentals.

- Ms. Moss stated that was okay. It is another form of affordable housing for Douglas County. With this kind of housing though, the owner does have to reside on the property.
 - Mr. Ruben read the condition in the specific plan relating to mother-in-law quarters.
- Mr. Slater would recommend they stick with the condition from staff. He would not feel comfortable going along with something he doesn't believe in.

Motion Cook/Philips to approve the Virginia Ranch specific plan with the amendments proposed by the town manager; 1, 2, 3 and 4, inclusive of the October 26 addendum. Motion carried unanimously.

- Mr. Rowe asked Mr. Cook to correct the date of the memo in his motion to October 27th.
- Mr. Cook had meant the 27th addendum. The 26th and 27th.

(Motion withdrawn)

Motion Cook/Philips to approve the Virginia Ranch Specific Plan with the conditions noted on the October 26 and 27, 2004 Town Manager's reports. Motion carried unanimously.

TOWN ATTORNEY

- 13. Accept Town Monthly Report of Activities
- Mr. Rowe noted there was not too much other than what will be taken up next. In the consent calendar was the general standards policy. That was the only project they did this past month.
- 14. DISCUSSION AND POSSIBLE ACTION TO APPROVE A NEW LEASE WITH THE CARSON VALLEY ACTIVE 20/30 CLUB #85 FOR THE USE OF THE GARDNERVILLE BRANCH JAIL BUILDING THRU THE YEAR 2026, LOCATED AT 1440 COURTHOUSE STREET, APN 1320-33-402-014, TOWN OF GARDNERVILLE, OWNER. THE PROPOSED NEW LEASE REPLACES THE SUB-LEASE BETWEEN THE TOWN OF GARDNERVILLE AND THE CARSON VALLEY ACTIVE 20/30 CLUB #85 ENTERED INTO IN 1996
- Mr. Rowe stated there are two items. Items 14 and 15 are joined at the hip. They do require separate actions. 15 would be conditioned on what is decided on 14. As a result of a comment made by Judge Gamble had recommended that they draft a new lease. He did not order that, but he recommended it strongly. Jim was authorized to meet with representatives of the 20-30 Club and from his meeting he generated a list of items that were discussed. It was on the basis of the discussions he put together this lease agreement and now present it to the Town Board. He understands a copy of this has been provided to the Club. It is a draft lease agreement before you.
 - Mr. Lindsay called for public comment.
- Mr. Blackledge received it Thursday and they are meeting this week to look over it. They plan on meeting with their attorney the end of the week.
- Mr. Slater stated this lease is with 20-30 #85 and only 85. He asked if they should send a copy of the lease to 20-30 International?
 - Mr. Rowe felt they could if they wanted.
 - Mr. Slater indicated they have nonmembers discussing this. Shouldn't 20-30 International be involved?
- Mr. Blackledge explained 20-30 International is the governing body. They set forth a general by-law to be recognized as a member of International. The local club has the right to adopt their own by-laws as long as they do not intercede with International. If they want to send International a copy, that's fine. International has no control over whether they lease, rent or buy a building. They have no control.
- Mr. Cook was concerned about their financial status. He believed any money raised in the public has to go back into the community.

Mr. Blackledge answered 10 percent of revenues can be used to run the club. Everything they have discussed is taken back to the Club. The Club is informed of it. They are not doing it on their own.

Mr. Rowe mentioned on page 7 article 3, a communication requires an annual list of membership be supplied to the town, identification of officers, directors and emergency contacts who may act on behalf of 20-30. They have also provided the town manager and 20-30 will meet at least annually to exchange information. 20-30 shall provide a name and number of its designee. The Town shall be able to rely on the designated person. If you want that person to be a member or officer he can change it.

Mr. Blackledge explained the role of the past active. Past actives are a very integral part of the 20-30 Club. They have past active nights. They aid the Club in many ways. They have donated money. Members still go to them for guidance and direction. Past actives are a part of 20-30. He cannot vote. He doesn't have to pay dues. But he is still considered active.

Mr. Rowc stated no Board action needs to be taken at this time.

Mr. Cook commented on page 16 he would like to change Town of Gardnerville to say Chairman, and 20-30 president with an additional two signatures. He would also like it signed by three officers of the Club and the Chairman of the Town Board each year.

Mr. Slater believed this would take an inordinate amount of time if they have to wait to take action until the next Board meeting each time a change is made.

Mr. Blackledge believed it would go faster if they met with Mr. Rowe and worked this out. Then Mr. Rowe could bring the sublease to the Board to be reviewed and approved. If they could work with Mr. Rowe it would save time.

Mr. Slater advised they need to work with Jim so it is not one sided. 20-30 used that as a defense in the lawsuit and he does not want that to be an issue.

Mr. Rowe will make the changes, get them to Jim, and Jim can get them to Jeremy Davidson for review by the Club.

No further public comment.

Motion Cook/ Slater to table the item to next month. Motion carried unanimously.

15. DISCUSSION AND POSSIBLE ACTION TO TERMINATE THE 1976 COOPERATIVE AGREEMENT WITH DOUGLAS COUNTY AND THE TOWN FOR USING AND MAINTAINING THE OLD GARDNERVILLE JAIL FOR A PERIOD OF FIFTY (50) YEARS, AND FORMALLY REQUEST DOUGLAS COUNTY TO TAKE ACTION TO TERMINATE

No public comment.

Motion Slater/Philips to table item 15 until next month. Motion carried unanimously.

Motion Slater/Smith to adjourn the meeting at 7:04 p.m. Motion carried unanimously.

Respectfully Submitted,	
Paul A. Lindsay Chairman	Jim Park Clerk to the Board

ATTACHMENT 2

Anderson

December 4, 2007

Brandy Fox, Planner DOUGLAS COUNTY COMMUNITY DEVELOPMENT P.O. Box 218 Minden, Nevada 89423

Re: Response to Conditions of Approval dated December 14, 2004

Dear Brandy:

CONDITIONS TO BE MET CONCURRENTLY WITH A BUILDING PERMIT OR SITE IMPROVEMENT PERMIT SUBMITTAL:

- The applicant shall submit improvement plans to the Douglas County Community Development Department for review and approval. The improvement plans shall comply with Douglas County Code, the Douglas County Design Criteria and Improvement Standards (DCDCIS), and Site Improvement Permit Application or Building Permit Application requirements.
 - a. Heybourne Road/Gilman Lane extension shall be constructed as an urban collector road with 75 feet of right-of-way, 4-foot bike lanes, five-foot sidewalk, and 6-foot park strip. The improvement for Gilman Avenue shall begin from the current edge of pavement on Gilman Avenue to the south, in the Chichester Estates Subdivision, and extending through the project.

RESPONSE: The off-site Gilman Avenue Extension project had a 60' existing right-of-way. We designed a roadway section which included two 4' striped bike lanes and a remaining pavement width of 35' totaling 43' AC pavement. There is a left turn lane at the Chichester Drive intersection, a median island, curb and gutter, and 5' sidewalks as required. Once we cross into the subdivision proper, the Gilman Avenue right-of-way widens to the full 75' and the roadway section included the urban collector road standard of 4' striped bike lanes, 5' sidewalks, and 6' park strips. For Heybourne Road it had been agreed upon by all local agencies that the right-of-way was to be 75' and the road section included two 5' striped bike lanes, three 12' lanes (two through lanes and a center two-way left turn lane), curb and gutter, and 5' sidewalks.

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b. Heybourne Road shall be relocated to the east to decrease the number of lots fronting on Heybourne Road generally beginning south of the northern detention pond and ending near the 9.37 acre detention pond located near the center of the project, or these lots shall be accessed via an alley adjacent to the Martin Slough. Staff will work with the applicant on the final location of the roadway and the final lot design.

RESPONSE: The street and lot layout for the Ranch at Gardnerville Subdivision has been reconfigured to eliminate any parcels having driveways on the major through street Heybourne Road. Additionally the road has been relocated to the east and all garage access is via an alley. The revised street layout and cross section for Heybourne Road, including striping and landscape location, has been approved by Douglas County.

c. A roundabout shall be constructed at the intersection of Buckeye and Heybourne Road generally as per the plans dated 11-02-04. In the event the design is not acceptable to the Town of Minden and/or Douglas County, other gateway enhancement features may be considered at this intersection.

RESPONSE: Full design of the northern half of the subdivision will not occur for a few years yet. At the time of improvement plan submittal, a complete roundabout design will be submitted to all the local agencies for review and comment.

d. Buckeye Road improvements shall include a bike lane, curb, gutter. landscape strip, sidewalk, and a perimeter fence with an open-work design, a minimum 4-foot in height. Pedestrian access only shall be provided from the interior parking courts to Buckeye Road. No vehicle access is allowed to Buckeye Road in these locations.

RESPONSE: These improvements will be designed and completed with future phases.

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e. A 25-foot minimum transportation easement along Heybourne Road, to line up with the transportation easement on the north side of Buckeye Road.

RESPONSE: There will be a 25' minimum transportation easement created along Heybourne Road to line up with the existing transportation easement on the north side of Buckeye Road. However, the exact horizontal location has not been finalized yet. We are currently looking at that easement in combination with the preliminary roundabout design through the intersection of Buckeye Road and Heybourne Road. The location for this 25' future transit easement will be finalized at the time of improvement plan submittal for the northern half of the Ranch at Gardnerville Subdivision.

The applicant shall dedicate an additional 5-feet of right-of-way on the north side of Zerolene Road along the project boundary. Improvements shall include curb, gutter, and sidewalk. The applicant is encouraged to work with the Town of Minden and the adjoining property owners along Zerolene Road at U.S. Hwy 395 to obtain additional right-of-way at the intersection with U.S. Hwy 395. If the right-of-way is obtained, the applicant shall construct the necessary improvements on the north side of Zerolene in this area.

RESPONSE: These additional right-of-way acquisitions are underway for both the north and south sides of the US 395 and Zerolene Road intersection where Zerolene Road is being widened.

g. The applicant shall provide evidence that the roadway improvements required of the Park PD to the north (Muller Lane extension and signalization, Heybourne Road extension) have been constructed or secured, predicated on a final traffic report as required of condition No. 7 Note: This project approval relies on the improvements to Muller Lane and Heybourne Road to mitigate the additional traffic generated from the project.

RESPONSE: This condition is noted.

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2. A paved pullout for new cluster mailbox location shall be provided. If a new cluster mailbox location is not required then the applicant shall be responsible for providing documentation to that effect from the U.S. Postal Service.

RESPONSE: Cluster mailbox locations for Phase 1 have been located within Ox Yoke Court. These locations have been approved by the USPS as seen in the attached letter. They fall within the Right-of-way of Ox Yoke Court, therefore have no additional easement placed over them.

- 3. The development will be served by a public sewer system, and the following conditions shall apply:
 - a. The applicant shall meet the requirements of the "sewer will serve letter".

RESPONSE: The applicant has met the requirements of the attached "sewer will serve letter". Additionally, MGSD has signed the Final Map.

Sewer improvements shall meet the requirements of Division 5 "Sewer System" and Appendix C "Sewer System Details" in the Douglas County Design Criteria and Improvement Standards (DCDCIS), or applicable agency standards.

RESPONSE: The improvement plans for the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX have been approved by various local agencies, the Minden-Gardnerville Sanitation District as well as Douglas County.

4. The development is to be connected to a public water system, and the following conditions shall apply:

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a. The applicant shall meet the requirements of the "water will serve letter".

RESPONSE: The applicant has met the requirements of the attached "water will serve letter" from the Town of Minden. Additionally, the Town of Minden has signed the Final Map.

5/1/2013

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> Water lines shall meet the recruitments of Division 4 "Water Systems" and Appendix B "Water System Details" in the DCDCIS, or applicable agency standards.

RESPONSE: The improvement plans for the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX have been approved by various local agencies, the Town of Minden as well as Douglas County.

 The applicant shall submit a final drainage report and plans meeting the requirements of Division 6 "Storm Drainage" and Appendix D "Storm Drainage Details" in the DCDCIS.

RESPONSE: The applicant submitted a Technical Drainage report and improvement plans which met the requirements of Division 6 "Storm Drainage" and Appendix D "Storm Drainage Details" in the DCDCIS as required. The Site improvement permit which was issued by Douglas County for the southerly half of the Ranch at Gardnerville Subdivision includes Phases I, II, III, and IX. A separate Technical Drainage report will be submitted with the improvement plan submittal for the northern half of this subdivision within the next few years.

6. The applicant shall submit a floodplain impact analysis in accordance with Title 20.50 "Floodplain Management". A flood plain development application must be submitted to the County according to section 20.50 (Floodplain Management).

RESPONSE: The Phase I Final Map does not include any lots within any current FEMA flood hazard area. A floodplain impact analysis in accordance with Title 20.50 "Floodplain Management" has been submitted for the area surrounding the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX. Additionally a flood plain development application has been submitted to Douglas County according to section 20.50 (Floodplain Management) with the improvements plans. A CLOMR-F has been submitted to Douglas County and Is under review.

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7. The applicant shall submit a final traffic report and plans meeting the requirements of Division 2 "Streets and Traffic" and Appendix A "Street Improvement Details".

RESPONSE: Two traffic analysis reports, one entitled Park Cattle Company II Traffic Analysis written by Paul Solaegul dated September 2004 and a more specific traffic report for the southern half of the subdivision project entitled Park Cattle Company II Phase 1 Traffic Analysis written by Paul Solaegul dated April 2005, were submitted along with the improvement plans for the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX. The improvement plans meet all the requirements of Division 2 "Street and Traffic" and Appendix A "Street Improvement Details" as required.

8. The applicant shall meet all the requirements of the Water Conveyance Advisory Committee.

RESPONSE: All conditions applicable to Phase I of the project have been met.

9. The applicant shall provide documentation that all required improvements are constructed or secured.

RESPONSE: Security for the required improvements has been submitted to Douglas County for final approval. Please see attached security.

10. The applicant shall provide documentation that all utilities are installed or have been secured.

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RESPONSE: The applicant is working with the utility companies on design and installation of the utilities. The estimated costs for these improvements have been included in the attached security agreement.

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11. Entrances to the subdivision shall be designed with enhanced landscaping and use interlocking pavers as shown on the plans dated 09-14-04.

RESPONSE: The entrances to the subdivision have been designed with subdivision entryway signs as well as landscaping in location as identified on the permitted set of improvement plans for the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX. However, Mr. Jeff Foltz, P.E. requested that interlocking pavers or stamped concrete not be used in this subdivision for maintenance reasons.

12. Final landscape and irrigation plans stamped by a licensed architect, landscape architect, landscape contractor or civil engineer. The landscape and irrigation plans are to be consistent with the revised tentative map and Douglas County Code Section 20.694 and the design manual. The plans shall include landscaping for the park site, park strip next to the bike paths, detention ponds, the Martin Slough where access is allowed, street entrances, front yards, and adjacent to the perimeter fence where landscaping is required.

RESPONSE: Final landscape and irrigation plans stamped and signed by a professional engineer were submitted for the southern half of this project the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX. These landscape and irrigation plans have been approved by various local agencies, the Town of Gardnerville as well as Douglas County. They are consistent with Douglas County Code Section 20.694 and the design manual as required and they include the park strips between the curb and sidewalk as well as the circular ending of various streets as depicted.

13. The proposed detention basin shall be landscaped to include non-buoyant materials such as turf, cobble rock and low spreading ground cover. Access to the Martin Slough shall include improved parking areas, and pedestrian trials. Final locations to be determined at the time of final map submittal.

RESPONSE: For the southern half of the project, the Ranch at Gardnerville Subdivision, Phase I, II, III, and IX, there was no detention pond necessary. However, there is still a proposed detention pond in the northern half of this project which will be

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designed in the upcoming few years. Access to the Martin Slough in the southern half of this project includes improved parking areas and pedestrian trials as required.

14. The applicant shall provide evidence that the open space areas have no development rights associated with the area, that the open space has been or will be dedicated with Phase 1 final map recording, that the maintenance of those areas is part of an accepted assessment district or that the appropriate Town will maintain the area, and that construction has been completed or secured.

RESPONSE: There is a note on the map stating that the Open Space areas contain no development rights. The Open Space areas are offered to the Town of Gardnerville and accepted by their signature on the Final Map. Additionally, their signature on the Final Map accepts these areas for maintenance. Construction of any Open Space improvements has been included in the security agreement with Douglas County.

15. The applicant shall submit an application for a major design review for the Multi-Family Residential component of the planned development prior to that phased map for the area.

RESPONSE: Noted

16. The applicant has met all conditions of approval recommended by the Town of Minden, and the Town of Gardnerville, except as modified by these conditions of approval.

RESPONSE: All conditions have been met as represented by the Town of Gardnerville's signature on the map.

 The applicant shall submit three sets of the revised tentative map which reflect the applicable design changes required of the conditions of approval.

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RESPONSE: The county has approved the revisions to the tentative map for Phases I, II, II & IV.

18. The applicant shall submit a deed restriction, in the proper form to be recorded with the final map, stating the flowing: "Douglas County has declared it a policy to protect and encourage agricultural operations. If your property is located near an agricultural operation, you may at some time be subject to inconvenience or discomfort arising from agricultural operations. If conducted in a manner consistent with proper and accepted standards, these inconveniences and discomforts do not constitute a nuisance for purposes of the Douglas County Code."

RESPONSE: Please see attached deed restriction for recordation with the Final Map.

19. The applicant shall submit a deed restriction, in the proper form to be recorded with the final map, stating, "No access from individual lots will be allowed from Buckeye Road.

RESPONSE: This is not applicable to Phase I.

 The applicant shall submit documentation that all property taxes and any agricultural liens on the property have been paid in full for the current fiscal year.

RESPONSE: Please see attached tax receipt.

The applicant shall provide documentation that the development rights to be transferred to support the residential uses have been certified and are eligible for transfer under section 20.500 of Douglas County Code.

RESPONSE: The TDR certification has been submitted to Mimi Moss for final approval. Upon such approval, a grant deed for the appropriate number of units will be delivered immediately for recordation with the Final Map.

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22. Written evidence that the Douglas County Geographical Information Systems (GIS) Department has reviewed and approved all proposed street names shown on the final map.

RESPONSE: Please see attached letter from MAGIC approving the street names.

23. Approval of this map includes the abandonment of all road easements shown on the map necessary to serve the new lot design.

RESPONSE: Noted.

24. FINAL MAP REQUIREMENTS:

The final map shall show or provide a note for the following:

a. A seven and one-half (7.5) foot public utility easement along all residential road frontages and a 10 foot public utility easement along all commercial road frontages and a five (5) foot public utility easement along the side and rear lot lines.

RESPONSE: A similar note has been added to the map.

The Community Development Certificated shall state the County rejects the offer of dedication for the public roads with the reservation to accept the offer at a later date.

RESPONSE: The certificate reads correctly.

c. An easement for any new cluster mailbox location.

RESPONSE: The cluster box for Phase I falls within the right-of-way and therefore does not require a separate easement.

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> d. Drainage easements as necessary for mitigation onsite, offsite, and crosslot drainage impacts. All drainage easement shall be shown as private.

RESPONSE: The drainage easements are shown correctly. Furthermore, there is a note on the map stating Douglas County will not maintain such easements.

e. Any further division of these parcels may be subject to subdivision improvements as provided under NRS 278.462(3).

RESPONSE: A note has been placed on the map.

f. Maintenance of all drainage facilities and easements shall be the responsibility of the individual property owners or other private entity, including a homeowner's association unless accepted by a public entity. Douglas County rejects any offer of dedication of drainage facilities or drainage easements.

RESPONSE: A note has been placed on the map.

g. Obstructing the flow or altering the course of a drainage channel is prohibited, unless permitted by authorizing agency.

RESPONSE: A note has been placed on the map.

h. Floodplain Areas: the applicant shall submit a floodplain impact analysis in accordance with Title 20.50 "Floodplain Management". Development in a special flood hazard area required a Conditional Letter of Map Revision (CLOMR) from FEMA prior to receiving a Site Improvement Permit (SIP) or building permit. A Letter of Map Revision (LMR) shall be submitted with the Final Map.

RESPONSE: A floodplain impact analysis in accordance with Title 20.50 "Floodplain Management" has been submitted for the area surrounding the Ranch at Gardnerville Subdivision, Phase I, II, III,

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and IX. Additionally a flood plain development application has been submitted to Douglas County according to section 20.50 (Floodplain Management). A CLOMR-F has been filed with Douglas County and is under review. The Phase I Final Map does not include any lots within any current FEMA flood hazard area. As a result, no CLOMR or LMR is required with this Final Map.

 Blue Line Stream Areas: All development; including buildings, solid fences, and grading, shall be prohibited within the "Restricted Use Areas" for the blue line streams, unless permitted by authorized agency.

RESPONSE: Noted. These areas are shown on the map.

j. The applicant shall identify a drainage easement extending landward 50 feet from both sides of the high water mark of the "blue-line" drainage courses as identified on the USGS 7.5 minute quadrangle map.

RESPONSE: The easement is shown on the map.

THE FOLLOWING SHALL BE COMPLETED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT OR A SITE IMPROVEMENT PERMIT:

25. The applicant shall submit receipts showing proof of water service from the Town of Minden and Gardnerville Water Company.

RESPONSE: Noted

26. The applicant shall submit receipts showing proof of sewer service from the Minden Gardnerville Sanitation District.

RESPONSE: Noted

THE FOLLOWING CONDITIONS MUST BE MET PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY FOR ANY SINGLE-FAMILY UNIT:

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27. All front yard landscaping must be completed prior to C of O, according to the approved landscape plan.

RESPONSE: Noted

THE FOLLOWING CONDITIONS ARE APPLICABLE TO THE NEWLY CREATED PARCELS THROUGHOUT THE LIFE OF THE PROJECT:

28. Douglas County Questions 4, the Sustainable Growth Initiative, was approved by the voters in the 2002 general election, and is the subject of pending litigation. Approval of the Anker Park Planned Development and Tentative Subdivision map does not bind Douglas County to the issuance of residential building permits, which will be subject to applicable law at the time applications for the issuance thereof are filed.

RESPONSE: Under the current Ordinance No. 2007-1199 approved on June 7, 2007 the Anker Park Subdivision is currently exempt from this building permit allocation schedule. Therefore this condition is not applicable to this development.

29. This tentative map approval shall expire two years from the date of approval, if a final map application that conforms to all the conditions of approval is not recorded prior to the expiration date. Extensions of time may be granted in accordance with Douglas County Section 20.30.020.

RESPONSE: Noted

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Re: Response to Conditions of Approval dated March 26, 2007

The Douglas County Community Development Department has conditionally approved your request to modify Planned Development (PD) 04-008 (ref. Anker Park Planned Development) as shown on the revised plans dated February 13, 2007 and as discussed in the letter from R.O. Anderson dated February 16, 2007. The following are Staff's responses to your request for a Minor Modification (deleted language is stricken through and added language is underlined):

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○ O Anderson

December 4, 2007 Page 14 of 18

RESPONSE: Noted

Heybourne Road – At the meeting held on March 2, 2007, Engineering Staff accepted the revised street layout that reduced the number of street intersections onto Heybourne Road from 18 (as shown on the approved Tentative Map) to 11. In addition, it was agreed that Heybourne Road would have a design speed of 30 miles per hour. At the meeting held on March 12, 2007, it was agreed that the cross section of Heybourne Road is to be revised to include a six-foot wide landscape strip, five-foot wide sidewalk, eight foot wide parking lane, five foot wide bike lane, 12 foot wide travel lane, and a 12 foot wide continuous center left turn lane. The landscape strip is to be placed along the frontage of the parcels facing Heybourne Road and a landscape strip maintenance easement is to be recorded over the landscape strip.

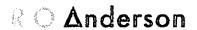
RESPONSE: Noted

Conditional Letter of Map Revision (CLOMR) – A CLOMR is required under Condition 24h in the original approval letter for PD 04-008. Staff recommends that information from the Pinenut Wash Flood Study be incorporated into the CLOMR application. Upon further review of the current Phasing Plan it appears that the eastern portion of Phase One is not in the floodplain and therefore the CLOMR/LOMR condition would not apply to this part of Phase One. Staff recommends that any improvements proposed in the open space part of Phase One be delayed until the CLOMR/LOMR is approved. Prior to submittal of the Phase Two and Three Final Maps, the County may consider allowing the recordation with an approved CLOMR and submittal of applicable financial securities, absent a LOMR. Please be advised that the County will not issue any Building Permits in special flood hazards areas until the LOMR is approved by FEMA and the lots are officially removed from the floodplain. It should be noted that current information indicates that portions of this property may be impacted as a result of new/pending flood studies. Home construction on future lots may have to comply with FEMA requirements.

RESPONSE: Noted

Phasing Plan – The Community Development Department would like a revised phasing plan that is consistent with the revised parcel layout. The open space portion of Phase One shown in the current phasing plan shall be dedicated to the Town of Gardnerville.

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RESPONSE: Noted

Patio Homes – In the letter dated December 19, 2006, the applicant made a request to modify the original parcel design adjacent to Buckeye Road (north boundary) to accommodate a patio home development concept. It was stated that the applicant understood that subsequent development applications might need to be filed with Community Development in order to gain final approval of this particular modification.

Douglas County Code, Title 20, Section 20.768.020, states that at any time after Tentative Subdivision Map approval, and before the time required for presentation of a Final Subdivision Map, the subdivider may request an amendment to the approval or conditional approval of the Tentative Subdivision Map. Those requests resulting in no net charge or reduction in the number of parcels, the re-design of the map involving less than ten percent of the total number of parcels or land area, minor clarification of a condition resulting in no impact to public health or safety, or changes to map design resulting from the mapping of environmental constraints or historic sites, an application for a minor amendment may be filed. All other requests shall constitute a major amendment.

The original parcel design adjacent to Buckeye Road was intended for single-family dwellings on individual lots. The proposed patio home development consists of building envelopes surrounded by common area. Staff has made the determination that this modification is a major amendment and cannot be approved as part of this application. Therefore, the applicant must submit an application for a Major Modification for this portion of the request.

RESPONSE: Noted

THE FOLLOWING CONDITIONS SHALL APPLY TO THIS MINOR MODIFICATION:

- 1. The applicant shall submit a revised Tentative Subdivision Map that includes the flowing:
 - a. A connection to the Ironwood Drive extension.
 - b. A roundabout outline at the intersection of Heybourne Road and Buckeye Road.

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- c. The approximate dimensions and acreage of each lot, including the proposed location of the Patio Homes.
- d. In tabular form, the number of lots, proposed density, existing zoning district, and Master Plan designation.
- e. All existing and proposed street names. All new street names must be approved by the GIS Department (refer to Road Name Reservation/Approval Application, which must be completed and submitted with the revised Tentative Map).
- f. The width and approximate locations of all existing and proposed easements or right-of-way whether for public or private roads, drainage, sewers, or flood control purposes, shown by dashed lines. Existing easements shall show the name of the easement holder, purpose of easement, and legal reference (Official Records) for the easement.
- g. The location of all areas subject to inundation or flood hazard and the locations, width, and directions of flow of all watercourses and flood control areas within and adjacent to the property involved.
- h. The location of all "Restricted Use Areas", such as wetlands.

RESPONSE: The re-submittal of this major modification has not been completed at this time.

The applicant shall comply with the requirements in the Town of Gardnerville letter dated January 12, 2007 and the original requirements from the Town of Minden requirements.

RESPONSE: These requirements have been addressed.

3. The applicant shall provide a revised Phasing Plan that is consistent with the revised Tentative Map.

RESPONSE: A revised phasing plan has been provided.

4. The applicant shall provide documentation that the a 75-foot wide drainage easement strip of land located along the southern boundary line of the project. Can accommodate 4,200 cubic feet per second (etc) of water flow or provide additional on site land to accommodate 4,200 ofs of water-flow. The Final Map shall identify the area as a drainage easement.

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December 4, 2007 Page 17 of 18

RESPONSE: This easement has been provided on the Final Map.

- 5. The cross section for Heybourne Road on the plans dated February 13, 2007 shall be revised to include the following:
 - a. A six-foot wide landscape strip that runs along the property frontage.
 - b. A five-foot wide sidewalk located at the back curb.
 - c. An eight-foot wide parking lane.
 - d. A five-foot wide bike lane.
 - e. A 12-foot wide travel lane.
 - f. A 12-foot side continuous center left turn lane.

RESPONSE: The cross section has been revised and reflected on the Improvement plans.

THE FOLLOWING CONDITIONS SHALL BE REQUIRED WITH THE SUBMITTAL OF THE FINAL MAP:

6. The applicant shall comply with all of the original conditions of approval for Planned Development (PD) 04-008, except as modified by this letter.

RESPONSE: Noted

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7. The applicant shall record a landscape and access maintenance easement over the 6-foot wide landscape strip that runs along the property frontages that face Heybourne Road. A landscape plan including street tress shall be included with the Site Improvement Permit for Heybourne Road.

RESPONSE: This easement is dedicated on the Final Map.

8. The applicant shall provide evidence that the new well site location has been approved by the Town of Minden and/or Town of Gardnerville and does not adversely impact any existing municipal wells.

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> RESPONSE: Both parties have agreed to this site and signed the map showing their approval and acceptance of the site.

Sincerely,

H.O. ANDERSON ENGINEERING, INC.

Cery J. Kleine, LSI Senior Land Surveying Analyst

ATTACHMENT 3



September 5, 2012

Dirk Goering, Associate Planner Douglas County Community Development P.O. Box 218 Minden, Nevada 89423

RE: PD 04-008-4 (Planned Development); The Ranch at Gardnerville, Located south of Buckeye Road and north of Gilman Avenue along Heybourne Road extension; APNs: 1320-29-000-008, -014, 1320-33-210-033 and 1320-32-501-017.

Good afternoon, Dirk.

The Gardnerville Town Board took action at last nights, September 4th Board meeting, to conditionally approve REVISED plan for the remaining three (3) phases of the planned development within the Gardnerville Town Boundary. The conditions listed in Town staff report are included, and the modifications discussed during the meeting are included in this approval letter.

The following comments are the modified recommended conditions of approval prior to the Final Map Submittals;

- 1. The developer work with the towns and county on a compromise solution to the Zerolene Road crossing which would allow for the crossing of Zerolene in a flooded condition.
- 2. Trailhead access with parking shall be constructed.
- Town streets require all street signs to be per the approved Town standard, decorative style.
- Town streets require "acorn" style lights on black steel fluted poles (NV Energy standard). Lights shall be installed at turning points, cul-de-sacs, and intersections only. Coordinate design with Town.
- 5. The Town will not accept dedication of and maintenance of neighborhood monument signs and fences.
- 6. Multi-family units shall be served by 2-cubic yard dumpsters, one dumpster per four dwelling units, dumpster location, access, and size shall be coordinated with the Town at the project design review stage.
- 7. All irrigation and/or storm water conveyance facilities shall be piped with exception of the Martin Slough and Park Ditch. The Park ditch needs to extend from Gilman to the Martin Slough Ditch. Ditch maintenance path and pedestrian access shall be provided.
- 8. Storm drain facilities proposed are required to be maintained privately, including but not limited to storm water treatment devices, piping, catch basins, and retention/detention ponds, that will convey runoff into Town maintained storm drain systems shall have a maintenance and operations plan reviewed and approved by the town. Applicant is required to submit such plan before improvement plans will be approved. Adequate funding for perpetual maintenance of such facilities must be demonstrated.

- 9. The following Standard Town Conditions of Approval shall apply:
 - a. All administrative, engineering, or legal fees incurred by the Town in connection with reviewing the project shall be reimbursed and paid to the Town.
 - b. Improvement plans shall be reviewed and approved by the Town's engineer.
 - c. Estimate of value for all offsite improvements dedicated to the Town is required before final acceptance of those improvements.
 - d. Trash enclosures shall be constructed to Town standards and access for service vehicles shall be approved by Town staff.
 - e. All drainage and agriculture irrigation facilities shall be piped and placed in the public right-of-way, with the exception of Martin Slough and Park Ditch which shall remain open in this project.
 - f. Construction runoff and dewatering practices shall be in accordance with the appropriate permits obtained from the Nevada Division of Environmental Protection. Discharge into existing Town storm drain systems will only be allowed upon written approval from the Town, and will be subject to discharge quality and storm drain cleaning requirements as set forth by the Town.
 - g. Maintenance plans and level of service for landscape areas proposed for care by a homeowner's association are required to be submitted for review and approval by the Town Board, who will either recommend approval or denial to the Board of County Commissioners of the maintenance plan.
 - h. Any damage to the Town's existing infrastructure, including, but not limited to, streets, curb and gutter, sidewalks, or drainage systems caused by the development of the project shall be repaired or replaced by the developer.
 - One paper copy of the record drawings and an electronic file in AutoCAD format 2012 (or less) is required before final acceptance of improvements.
- 10. Additional items discussed during the Town Board Meeting;
 - a. The board would like to see one additional trail link from the sub division to the proposed Martin Slough multi-model trail.
 - b. The final map should indicate the required sight visibility areas at all the proposed intersections. This will be easy to identify the areas possibly within the building envelope that will not be allowed to be blocked by shrubs greater than 3' high and structures. This will allow the developer then to utilize the requested 10' setback.

Thank you for the opportunity to provide these comments; further comments may result from review of documentation related to this application that is submitted in the future. If you have any questions or comments, or if you require additional information, please contact me at our office.

Sincerely,

Thomas A. Dallaire, P.E.

Gardnerville Town Manager/Engineer.

Cc:

Keith Rubin, RO Anderson Engineering, Inc.

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ATTACHMENT 4



September 6, 2012

Dirk Goering Associate Planner Douglas County Community Development P.O. Box 218 Minden, NV 89423

RE: PD 04-008-4 (Planned Development); The Ranch at Gardnerville, Located south of Buckeye Road and north of Gilman Avenue along Heybourne Road extension; APNs: 1320-29-000008-014, 1320-33-210-033 and 1320-32-501-017

Dear Mr. Goering:

I am pleased to advise the Minden Town Board approved (3-1, with Board Member Bernard abstaining) at the September 5th, 2012 Board Meeting a request by the Ranch at Gardnerville, LLC to modify the planned development subject to the following recommendations as stated in the attached letter dated August 30, 2012, prepared Resource Concepts: recommendation 1, 3, 4, 6, 7, 8, 10, 11, 13, 14, 15, 17, 18, and 19.

The Board discussed each of the recommendations prepared by Resource Concepts in great detail during the meeting and requested recommendations 10 and 11 be clarified as follows:

- 10. The Board emphasized the importance of good planning and coordination with the Town prior to the construction of the homes on the smaller 5,000 to 6,000 square foot lots.
- 11. Access to the proposed trail system in the Minden area will be provided in at least one location. The details for access at this location need to be reviewed by the Town Board and included in the final site improvement plan.

Should you have any questions, or need additional information please contact the Town office, or the Town Engineer, Bruce Scott 775-883-1600.

Sincerely

enifer Davidson

Minden Town Manager

Cc: Town of Gardnerville

R.O. Anderson Engineering

Bruce Scott

Phone: 775.782,5976 Fax: 775.782.5287 e-mail: mindenom@townofminden.com

5/1/2013 13-67



ENGINEERING · SURVEYING · RESOURCES & ENVIRONMENTAL SERVICES

RESOURCE CONCEPTS, INC.

August 30, 2012

Jenifer Davidson, Town Manager Town of Minden 1604 Esmeralda Avenue Minden, Nevada 89423

Subject:

Ranch at Gardnerville Subdivision Project

RCI Project No. 10004.3

Revision Request to Ranch at Gardnerville Planned Development

Dear Jenifer:

Per our review of the proposed changes/revisions to the Ranch at Gardnerville Planned Development which were submitted on August 24, 2012 and our discussions with yourself and the Town Board committee on development we offer the following items as our recommendations for either additional information needs or our recommendation on specific actions related to proposed modifications.

From the perspective of the effect on the Town of Minden, this proposal is a major change as it relates to lot sizes, open space, and overall quality of the final project.

- We would recommend the Town encourage the developer to make every effort to minimize driveway access to Heybourne Road with the understanding that in some cases the driveways are unavoidable. This is a collector roadway and backing out into the street should be avoided if possible.
- 2. The developer has requested a variance in the front yard setback from 20-ft. to 10-ft. A layout of building footprints was provided to the Town, which illustrated that the requested variance is not necessary for the current building footprints. Therefore, we would recommend against the allowance of a reduction in the front yard setback from the existing 20-ft to 10-ft as requested. However, with the construction of the Minden portion of the development being so far in the future, with a number of variables that could change before the actual start of the Minden portions, we would also recommend that the board leave the potential open for the developer to come back to the Town to request the set back variance. Such a request would need to be accompanied by a detailed plan and layout of the building/lot layouts.

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CARSON CITY OPPICB 340 N. Minnesote Suvet • Carson City, NV 89703 office: 775-883-1600 • fax; 775-883-1656

ZBPHYR COVE OFFICE P.O. Box 11796 • Zephyr Cove, NY 89448 office: 775-588-7500 • fax: 775-589-6333

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Jenifer Davidson, Town Manager August 30, 2012 Page 2

- 3. The request to remove the landscape maintenance easement along front yard areas does not appear to cause any issues for the Town. With the sidewalk located behind the curb, there does not appear to be any need for a landscape easement along front yard areas. Any work on utilities along the frontage that is behind the sidewalk will be supported by the 7.5-ft PUE to be placed along the front yard property line.
- 4. The amendment to the proposed street section placing sidewalks within the road right-of-way and increasing the local road section to 47-ft is not an issue. However, we would recommend that local roadways intended to connect to either Heybourne Road or Buckeye Road, and those that will serve to extend through the development for future connection of future development have a pavement width of 36-ft as opposed to the proposed 32-ft. This is to allow for a slightly wider driving area on roadways that will see higher traffic in the future.
- 5. The proposed "single purpose" property owners association for maintenance of the landscape strip along Heybourne Road does not appear to be the best alternative for ongoing maintenance of landscaping within the entire development and differs from the request of the Town for a landscape district. We understand that a landscape district will not provide for the full cost to maintain all the various items contained within it but will provide a revenue source to help offset some of the costs to maintain the landscape areas utilized by the development such as the trail system, park, open space, and parkway landscaping. The Town of Minden has previously indicated its willingness to manage the landscape and related maintenance of a landscape district and to take the lead in the creation of such a district. This would allow for a more attractive development for the Towns and the future residents with no significant cost to the developer and only a small cost to lot owners. We recommend that the Town Board require the creation of a landscape district for the Minden portions of the development at a minimum.
- 6. The proposed change to the speed limit is acceptable.
- 7. The request to modify driveway flare outs after five feet from the street edge is not a cause for concern and we recommend approval of this request.
- 8. In regards to Zerolene Road, the primary concerns are access to Town water facilities either in the roadway or the Town's well site. We recommend that the Board concur with the Town of Gardnerville condition related to the design of Zerolene Road regarding the development of some type of compromise solution.
- 9. The proposed half-bulbs or "knuckles" are not acceptable and should be removed. These are a major problem for maintenance and trash pick up. Additionally, on-street parking in these areas does not work. The final layout for the development shall not include knuckles.
- 10. The relocation of the units within the development is not of particular concern. However, the appearance of a significant number of additional single-family lots within Minden in the form of 5,000 to 6,000 SF lots is a concern. The developer has provided some examples of developments that have successfully incorporated 5,000 to 6,000 square foot lots which illustrate that with good planning and development of a plan prior to building houses an attractive neighborhood can be achieved. We recommend that the Board stress to the developer the need for good planning and coordination with the Town prior to construction to ensure that a high quality product is offered in the Town.

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RESOURCE CONCEPTS, INC.

Jenifer Davidson, Town Manager August 30, 2012 Page 3

- 11. Access to the proposed trail system in the Minden area needs to be provided. A landscape plan should be provided which shows trails, pathways, trail heads, trail connections, and areas for access and parking. These items need to be included with the final site improvement plans.
- 12. We understand the extension of the development schedule; however, the completion of a Heybourne Road connection should be moved up significantly. A basic 2-lane roadway, to allow for the connection of the development to Buckeye Road at the earliest possible time should be programmed. Additionally, the Town also needs to have early completion of the water main in Heybourne Road. The Town will participate in over sizing of the required pipeline in Heybourne Road. Depending on timing the Town may need to install the pipeline prior to the initiation of the Minden portions of the Development and we recommend that the Board request the developer to commit to working with the Town on an easement to cross the property should the construction of a new water transmission main become necessary prior to the development of the Minden portions of the development.
- 13. There are no concerns with the amendment to the boundary of the Planned Development.
- 14. New building elevations should be provided to the Town for review. Additionally, building footprints to show how these homes will fit on the parcels should be submitted.
- 15. The Town needs to have written verification from the developer and their engineer that the Town's well site is out of the flood plain and/or floodway and is buildable without the need to file any further application to FEMA.
- 16. The revised plan creates undefined open space along Heybourne Road, Buckeye Road, and along the west side of the development. The proposed use, access, improvements, and value of these areas is not completely clear. These may be addressed in a landscape and trails plan, but in their present form and location they seem to have very little or no value to the development or the Town. The proposed phasing plan shows the dedication of conservation easements on the proposed open space/drainage areas on the west side of the Town area. It has been mentioned that these areas are to be dedicated to the Town for maintenance and drainage facilities. The existence of conservation easements would make this difficult for the Town to accept depending on the restrictions in the conservation easement. These areas do not appear to have adequate access shown on the revised plan. The creation of the landscape district would be beneficial to help with the maintenance of this open space that would be utilized by the development.
- 17. When Town of Minden portions are developed, Town lighting per Town standards at the time of development will be required. An overall lighting plan should be approved prior to any development in Minden.
- 18. Improvement plans shall be reviewed by the Town's engineer.
- All administrative, engineering, or legal fees incurred by the Town in connection with the project shall be reimbursed to the Town.

This is a significant change to a significant project for both Minden and Gardnerville. We understand the need to work cooperatively with the developers in trying to support a very fragile economic situation. We feel that with supporting prior changes and modifications to the original

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RESOURCE CONCEPTS, INC.

Jenlfer Davidson, Town Manager August 30, 2012 Page 4

approved plan the Town of Minden has significantly helped in that regard. We recommend that the Town work with the developer within the framework provided above to achieve the highest quality development possible.

If there are any question or you wish to discuss further please let me know,

Sincerely,

Tim Russell, P.B.

Reviewing Engineer for the Town

TR:jm:td

cc: Town of Gardnerville

Douglas County Community Development – Planning Douglas County Community Development – Engineering Douglas County Community Development – Building R. O. Anderson Engineering – Rob Anderson, P.E. Ranch at Gardnerville, LLC Tim Russell, P.E. – RCI George Keele, Esq.

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. RESOURCE CONCEPTS, INC.

Gardnerville Town Board

AGENDA ACTION SHEET



1. For Possible Action: Discussion on the Fiscal Year 2013-2014 Final Capital Improvement Plan (CIP), with public comment prior to Board action. 2. Recommended Motion: Motion to approve Fiscal Year 2013-2014 Final Capital Improvement Plan. Funds Available:

✓ Yes □ N/A 3. Department: Administration Prepared by: Tom Dallaire 4. Meeting Date: May 7, 2013 Time Requested: 10 minutes **✓** Administrative 5. Agenda: □ Consent Background Information: The CIP was modified slightly to match the numbers allowed in the town proposed final budget. Staff lowered the dollar amount to be set aside and used for the Hellwinkle Ranch project due to some design changes the engineer will present at next month's meeting. 6. Other Agency Review of Action: Douglas County □ N/A 7. Board Action: **Approved Approved with Modifications** Denied □ Continued

Table 1: Town of Gardnerville Capital Improvement Program 2012-2018 - Final Rudgets

1		100		PUBLIC WO	PRKS 610-926-562-000			300	American Services	T	PAR	KS & RECRE	ATION/OPEN SPACE		FLEET/EC	UIPMENT/FACII	JTIES/OTHER	
YEAR		CAPITAL				NON-CAP	ITAL			一	CAPITAL	no a rabona	NON-CAPITA	L	CAPITAL	en MERTITATE	NON-CA	APITAL
X.	Roads		Storm Drain		Roads			Storm D	rain									
	Description		ost Description		Description	-	Cost	Description		Cost	Description	Co	st Description	Cos	t Description	Cost	Description	(
	FY 2013 TE NDOT Match - Crosswalks	\$ 15,0	00 Bank Hellwinkel Channel	\$ 49,246	Road Maintenance Chichester Microsurfacing (Gilman, Chichester, Portions of	\$	50,000-	Storm Drain Maintenance	\$	7,000	LWCF Trails Amenities Match	\$ 25,0	00		Debt Service Series 2005	\$ 122,982	Small equipment- replacements	\$ 2,
					Marion Russell and Harvest)	\$	123,003			_			148		613.730.564.500 Lawn Mower replacement	\$ 29,000		
2012-2013 558,532.84					Sunset Park Microsurfacing (Wilson, Easton, North Hampton	n) \$	33,253	177							Town Server	\$ 10,549		
2013					Seal Coat Stodick Estates	\$	31,000			_	- 1 1							
				-	Crack sealing	-\$	10,000-			_				- 1				
					Patch repair in Chichester area	\$	50,000-								1.00			
	TOTAL	\$ 15,0	00	\$ 49,246		\$	297,256	1111117	\$	7,000		\$ 25,00	00	\$		\$ 162,531		\$ 2,
4 <u>1</u> 0.	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,0	Bank Hellwinkel Channel	\$ 23,037	Road Maintenance	\$	50,000	Storm Drain Maintenance	\$ 1	8,500 H	Raley's to Toler Sidewalk (Sidewalk Portion)	\$ 35,00	00 Repair Hellwinkel Shop	\$ 40,00	00 Debt Service-Series 2005	\$ 118,000	Small equipment replacements	\$ 2,
2013-20			Kingslane NDOT Match	\$ 50,000	Crack sealing	\$	15,000											
4			1		Patch repair in Chichester area	\$	33,000						- 10					
	TOTAL	\$ 25,00	00	\$ 73,037		\$	98,000	1500	\$ 8	8,500		\$ 35,00	00	\$ 40,00	00	\$ 118,000		\$ 2,5
	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,00	00		Road Maintenance	\$	50,000	Storm Drain Maintenance	\$ 8	8,500			1 1 2		Debt Service-Series 2005	\$ 118,000	Small equipment replacements	\$ 2,
4-2015					Crack sealing	\$	15,000											
2014					Cape Seal Industrial Way	\$	174,000							1				
					Patch repair in Chichester area	\$	36,300											
1 11 11	TOTAL	\$ 25,00	00	\$ -		\$	275,300	1873	\$ 8	8,500		\$		\$		\$ 118,000		\$ 2,
	Sidewalk Repair and ADA Ramp Upgrades Main Street Gateway Demolition (Former Eagle Gas)	\$ 25,00			Road Maintenance	\$	50,000	Storm Drain Maintenance	\$ 8		Waterloo Islands Water Saving Landscaping	\$ 12,00	00		Larger Crack Seal Unit	\$ 45,000	Small equipment replacements	\$ 2.
2015-2016	Anticipating Grant Funding to Assist	\$ 55,00			Crack sealing	\$	15,000	127										
499,	Main Street Gateway Construction (Former Eagle Gas) Town Maintenance Facility Upgrades (Part of Raley's to	\$ 112,00			Slurry Stodick Estates	\$	78,500	0 60		_								
	Toler Sidewalk Plans)	\$ 56,00	0		Patch repair in Chichester area	\$	39,930								1 15 15			
	TOTAL	\$ 248,00	0	\$ -		\$	183,430		\$ 8	8,500		\$ 12,00	00	\$		\$ 45,000		\$ 2,
	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,00	0		Road Maintenance	\$		Storm Drain Maintenance		8,500			Repair Hellwinkel Hay Barn	\$ 20,00	0 2 Equipment Trailers	\$ 12,000	Small equipment replacements	\$ 2,
2016-2017					Crack sealing	\$	15,000	Storm Drain Replacement Sou of Cemetery	s 9	06,000								
2016 430,9					Slurry Arbor Gardens	\$	158,000	1 15										
					Patch repair in Chichester area	\$	43,923					2						
	TOTAL	\$ 25,00	0	\$ -		\$	266,923		\$ 10	4,500		\$		\$ 20,00	0	\$ 12,000		\$ 2,
	Sidewalk Repair and ADA Ramp Upgrades	\$,25,00			Road Maintenance	\$	50,000	storm Drain Maintenance	\$ 8	8,500	Gilman Water Saving Landscaping	\$ 12,00	00		3 Yard Dump Truck	\$ 65,000	Small equipment replacements	\$ 2,
429,315.30	Ezell Ave Half Street Improvements - North	\$ 73,00	0		Crack sealing	\$	15,000				"The Ranch" Trail	\$ 35,00	00					
429,315.					Cape Seal Southgate, Service Dr, Pep Cir	\$	95,000											
	Staff 1				Patch repair in Chichester area	\$	48,315						1 18					
	TOTAL	\$ 98,00	0	\$ -		\$	208,315		\$ 8	8,500		\$ 47,00	00	\$		\$ 65,000	1	\$ 2,5

Town of Gardnerville
Capital Improvement Program 2012-2018

Gardnerville Town Board



AGENDA ACTION SHEET

1.	<u>For Possible Action</u> : Public hearing to adopt the Final Budget for Fiscal Year 2013-2014, with public comment prior to Board action.
2.	Recommended Motion: Motion to approve the Final Budget for Fiscal Year 2013-2014 (with modifications as discussed during this item). Funds Available: $\ \ \ \ \ \ \ \ \ \ \ \ \ $
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: 20 minutes
5.	Agenda: Consent Administrative
	Background Information: The Final Budget is the same with exception of the slightly modified items to include the possible cost allocation charges that may occur next year after the interlocal contract between the town and the county is revised. This is going to happen next year. And the county is pushing to have a portion of the allocation paid this next fiscal year. Those fees are now identified within the health and sanitation account. This will be discussed in more detail at the meeting.
6.	Other Agency Review of Action: Douglas County
7.	Board Action:
	□Approved □Approved with Modifications □Continued

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user: Tom Dallaire

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)						
Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	610	Gardnerville Town						
Revenue								
Department	000	Revenue						
Taxes								
311.100	Ad Valorem Current	\$962,686.00	\$982,823.00	\$925,673.31	\$941,010.59	\$975,041.47	\$1,030,506.63	
311.120	Ad Valorem Delinquent	\$0.00	\$0.00	\$3,111.02	\$33,356.53	\$13,056.22	\$10,553.00	
311.600	Ag Deferred Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
311.610	New Construction Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
311.700	Personal Property Current	\$0.00	\$0.00	\$45,827.59	\$43,626.47	\$48,484.94	\$49,761.84	
311.800	Personal Property Deling	\$0.00	\$0.00	\$663.97	\$1,374.54	\$153.06	\$1,428.43	
Total: Taxes		\$962,686.00	\$982,823.00	\$975,275.89	\$1,019,368.13	\$1,036,735.69	\$1,092,249.90	
Intergovernmental Revenue	al Revenue							
321.300	Gaming-NRS Co. Lic	\$25,000.00	\$25,000.00	\$21,645.00	\$26,482.50	\$24,637.50	\$28,935.00	
331.010	St-Consolid.Tax Dist.	\$243,918.00	\$232,734.00	\$161,494.88	\$232,855.26	\$249,725.29	\$281,497.55	
331.110	Grant-EDA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
331.185	Grant Match	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	
331.280	Grant-FEMA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
331.286	Grant-Nonpoint Source	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
332.805	Grant-USDOT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
334.121	Grant In Aid-State(P)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
334.123	Grant-State Q1	\$0.00	\$0.00	\$0.00	\$200,000.00	\$0.00	\$0.00	
334.230	Grant-Traffic Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
334.801	Nv Div Of Forestry-State	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
335.402	Scort	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
337.100	State Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Intergovernmental Revenue	mental Revenue	\$268,918.00	\$257,734.00	\$183,139.88	\$459,337.76	\$275,112.79	\$310,432.55	
Charges For Service	lice							
335.600	DMV 5%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
335.602	Mv PrivSpecial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
341.620	Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
	610	Gardnerville Town						
Department	000	Revenue						
341.625	Prof. Fees/ App.Req.	\$8,000.00	\$6,000.00	\$8,159.30	\$9,583.75	\$6,606.20	\$11,250.70	
Total: Charges For Service	r Service	\$8,000.00	\$6,000.00	\$8,159.30	\$9,583.75	\$6,606.20	\$11,250.70	
Interest Revenue								
361.200	Interest On Investment	\$5,000.00	\$5,000.00	\$927.33	\$5,964.73	\$6,811.21	\$9,450.71	
361.205	Investment-FMV Adjust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interest Revenue	enne	\$5,000.00	\$5,000.00	\$927.33	\$5,964.73	\$6,811.21	\$9,450.71	
Miscellaneous Revenue	venue							
360.100	Cash Overs/Shorts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	
360.205	Downtown Vision Committ.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
360.210	Merchandise Sales	\$0.00	\$0.00	\$0.00	\$260.00	\$295.00	\$50.00	
360.800	Miscellaneous	\$0.00	\$8,275.00	\$12,119.41	\$2,739.01	\$23,494.18	\$6,556.13	
360.901	Reimbursements	\$0.00	\$0.00	\$2,354.27	\$12,088.80	\$0.00	\$24,478.51	
362.100	Rent/Lease Income	\$0.00	\$0.00	\$1,015.00	(\$25.00)	\$1,350.00	(\$150.00)	
367.102	Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Miscellaneous Revenue	us Revenue	\$0.00	\$8,275.00	\$15,488.68	\$15,062.81	\$25,139.29	\$30,934.64	
Other Financing Sources	ources							
360.750	Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
391.100	Sale Of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
392.000	Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
393.100	Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Financing Sources	cing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Beg. Fund Bal./Reserves	Serves							
301.000	Opening Fund Balance	\$70,459.00	\$202,527.00	\$0.00	\$0.00	\$0.00	\$0.00	
301.100	Opening Fund Reserves	\$213,867.00	\$440,743.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Beg.Fund Bal./Reserves	al./Reserves	\$284,326.00	\$643,270.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department Total: Revenue	Revenue	\$1,528,930.00	\$1,903,102.00	\$1,182,991.08	\$1,509,317.18	\$1,350,405.18	\$1,454,318.50	
Revenue Totals		\$1,528,930.00	\$1,903,102.00	\$1,182,991.08	\$1,509,317.18	\$1,350,405.18	\$1,454,318.50	

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user: Tom Dallaire

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Account Number D Fund Expenses	Description	Manager Manager	Zurs Amended	ZU13 Actual	2012 Actual	2011 Actual	2010 Actual	
Fund Expenses		Maliage	nanna	Amount	Amount	Amount	Amount	
Expenses	610	Gardnerville Town						
Department	921	Gardnerville Admin						
Salaries & Wages								
510.000 S	Salaries & Wages	\$106,752.00	\$113,272.00	\$77,823.36	\$124,073.95	\$115,852.75	\$83,071.81	
510.150 B	Board Compensation	\$15,300.00	\$14,500.00	\$11,475.00	\$13,550.00	\$14,786.23	\$14,586.90	
511.166 S	Sick Buyback	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.167 V	Vacation Payout	\$0.00	\$0.00	\$122.93	\$0.00	\$0.00	\$0.00	
511.168 V	Vacation Buyback	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.169 C	Comp Payout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.170 0	Overtime	\$600.00	\$500.00	\$603.57	\$2,215.05	\$1,361.74	\$467.08	
511.171 H	Holidays	\$0.00	\$0.00	\$5,651.12	\$6,172.77	\$6,004.35	\$4,716.49	
511.172 C	Comp Paid	\$0.00	\$0.00	\$39.46	\$0.00	\$0.00	\$0.00	
511.173 V	Vacation	\$0.00	\$0.00	\$9,106.69	\$5,941.76	\$10,173.65	\$9,042.24	
511.174 S	Sick	\$0.00	\$0.00	\$8,506.42	\$1,699.04	\$4,720.72	\$3,259.15	
516.120 C	Contract Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,474.66	
Total: Salaries & Wages	ages	\$122,652.00	\$128,272.00	\$113,328.55	\$153,652.57	\$152,899.44	\$116,618.33	
Employee Benefits								
511.180 B	Benefits	\$48,000.00	\$46,087.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.181 R	Retirement	\$0.00	\$0.00	\$24,651.87	\$32,725.56	\$31,418.70	\$20,417.78	
511.182 Pa	Pact Workers Comp	\$0.00	\$0.00	\$2,177.78	\$2,904.77	\$2,946.30	\$1,865.34	
511.183 G	Group Insurance	\$0.00	\$0.00	\$17,464.06	\$18,900.80	\$20,514.43	\$12,785.92	
511.184 U	Unemployment	\$0.00	\$0.00	\$501.52	\$586.79	\$662.51	\$458.76	
511.186 M	Medicare	\$0.00	\$0.00	\$1,372.00	\$1,911.27	\$2,045.09	\$1,406.42	
511.187 U	Uniform Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.188 C	Co. Dependent Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511.190 Pa	Pact Other	\$800.00	\$800.00	\$228.32	\$280.67	\$617.43	\$938.71	
511.195	Oasdi	\$0.00	\$0.00	\$95.72	\$133.92	\$0.00	\$0.00	
511.201 PI	PEBS-Ret.Medical	\$201.00	\$200.00	\$190.50	\$200.04	\$252.84	\$78.76	
Total: Employee Benefits	nefits	\$49,001.00	\$47,087.00	\$46,681.77	\$57,643.82	\$58,457.30	\$37,951.69	

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user: Tom Dallaire

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2010 Actual				\$4,067.39	\$2,475.44	\$1,405.65	\$2,292.17	\$7,995.57	\$1,660.40	\$2,449.10	\$903.00	\$2,516.49	\$302.40	\$1,811.13	\$1,020.00	\$257.80	\$0.00	\$0.00	\$0.00	\$1,586.51	\$23.00	\$2,914.68	\$722.45	\$5,376.60	\$0.00	\$756.00	\$31,500.00	\$24,319.85	\$0.00	\$0.00	\$0.00
2011 Actual				\$3,320.80	\$2,087.29	\$252.57	\$1,949.96	\$7,818.79	\$327.66	\$1,991.06	\$750.77	\$2,096.31	\$302.40	\$1,132.80	\$977.50	\$112.50	\$0.00	\$0.00	\$0.00	\$1,855.49	\$17.00	\$2,817.56	\$722.44	\$1,887.25	\$0.00	\$836.00	\$78,810.00	\$39,364.47	\$0.00	\$0.00	\$0.00
2012 Actual Amount				\$3,071.55	\$1,706.30	\$2,406.15	\$2,170.89	\$7,996.14	\$569.55	\$1,980.19	\$499.24	\$1,627.76	\$383.40	\$7,880.46	\$1,062.50	\$112.50	\$0.00	\$0.00	\$0.00	\$2,480.66	\$52.50	\$2,611.56	\$522.01	\$2,117.00	\$0.00	\$826.00	\$60,000.00	\$23,921.57	\$0.00	\$0.00	\$0.00
2013 Actual Amount				\$2,395.63	\$1,721.99	\$2,669.62	\$1,849.62	\$8,859.79	\$416.00	\$1,637.75	\$263.72	\$1,316.64	\$352.58	\$844.78	\$712.47	\$112.50	\$0.00	\$0.00	\$0.00	\$2,009.84	\$62.50	\$2,967.56	\$432.40	\$1,709.95	\$0.00	\$623.25	\$71,351.67	\$18,518.10	\$0.00	\$0.00	\$0.00
2013 Amended Budget				\$3,600.00	\$3,500.00	\$3,000.00	\$7,500.00	\$8,900.00	\$750.00	\$2,500.00	\$700.00	\$2,500.00	\$400.00	\$1,500.00	\$1,000.00	\$750.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$75.00	\$3,500.00	\$810.00	\$2,000.00	\$0.00	\$750.00	\$70,500.00	\$18,000.00	\$100.00	\$0.00	\$0.00
2014 County Manager	Gardnerville Town	Gardnerville Admin		\$3,600.00	\$3,500.00	\$3,000.00	\$6,500.00	\$8,900.00	\$750.00	\$2,600.00	\$800.00	\$2,500.00	\$400.00	\$1,500.00	\$1,100.00	\$750.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$75.00	\$3,500.00	\$1,710.00	\$2,200.00	\$0.00	\$850.00	\$66,501.00	\$20,000.00	\$100.00	\$0.00	\$0.00
Description	610	921	lies	Telephone Expense	Postage/Po Box Rent	Travel	Advertising	InsurLiability	Replacement & Repair	Power	Water	Heating	Utilities-Sewer	Maint B&G	Janitorial Services	Maint Equip	Maint Office Equip	Deductable	Rents & Leases Bldgs	Rents & Leases Equipment	EMRB Assessment	Memberships	Internet Expense	Training & Education	Election Expense	PACT Agent Compensation	Professional Services	Legal Services	Legal-Collection Cost	Auditing	Moving Expenses
Account Number Description	Fund	Department	Services & Supplies	520.055	520.060	520.064	520.072	520.080	520.084	520.089	520.090	520.092	520.093	520.097	520.098	520.107	520.108	520.123	520.130	520.136	520.169	520.170	520.187	520.200	520.210	520.415	521.100	521.130	521.135	521.160	521.404

Account Number	Description	2014 County Manager	2013 Amended	2013 Actual	2012 Actual	2011 Actual	2010 Actual	
Fund	610	Gardnerville Town					1000	
Department	921	Gardnerville Admin						
521.500	Admin & Overhead	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
530.101	96-97 Flood	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
532.001	Op.Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
532.055	Books & Periodicals	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$528.35	
532.056	Subscriptions	\$5,600.00	\$7,100.00	\$3,480.84	\$26.00	\$26.00	\$26.00	
532.109	Bottled Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00	
533.800	Office Supplies	\$5,000.00	\$5,000.00	\$2,365.52	\$3,890.25	\$2,332.45	\$8,713.80	
533.802	Small Equipment	\$1,700.00	\$500.00	\$1,651.66	\$6,111.62	\$339.50	\$0.00	
533.806	Software	\$200.00	\$200.00	\$454.92	\$938.77	\$349.14	\$1,751.19	
533.813	Office Products Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
533.817	Small Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,694.00	
550.001	Miscellaneous Expenses	\$500.00	\$1,974.00	\$907.50	\$187.50	\$159.03	\$793.00	
550.048	Downtown Vision Committ.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services & Supplies	Supplies	\$146,236.00	\$149,609.00	\$129,688.80	\$135,152.07	\$152,636.74	\$112,864.97	
Debt Service								
521.300	Bond Issuance Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Debt Service	8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay/Projects	ojects							
562.000	Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.200	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.500	Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.500	Machinery & Equipment	\$0.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.602	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay/Projects	tlay/Projects	\$0.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department Total	Department Total: Gardnerville Admin	\$317,889.00	\$329,168.00	\$289,699.12	\$346,448.46	\$363,993.48	\$267,434.99	
Department	923	Parks & Recreation						
Salaries & Wages	(Ol							
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	
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2010 Actual			\$0.00	\$0.00	\$0.00		\$1,087.50	\$6,852.17	\$4,307.35	\$15,961.37	\$648.00	\$134.25	\$240.00	\$0.00	\$56.46	\$1,147.95	\$396.00	\$9,828.57	\$40,659.62		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,659.62
2011 Actual			\$0.00	\$0.00	\$0.00		\$474.41	\$11,135.79	\$3,999.53	\$16,285.73	\$648.00	\$1,722.64	\$240.00	\$0.00	\$1,921.88	\$1,846.63	\$0.00	\$14,451.94	\$52,726.55		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,726.55
2012 Actual			\$0.00	\$0.00	\$0.00		\$2,254.00	\$14,714.86	\$4,663.53	\$17,237.38	\$567.00	\$1,495.00	\$0.00	\$0.00	\$164.98	\$2,802.29	\$995.00	\$11,447.33	\$56,341.37		\$0.00	\$450,470.50	\$0.00	\$0.00	\$0.00	\$0.00	\$16,602.78	\$467,073.28	\$523,414.65
2013 Actual			\$0.00	\$0.00	\$0.00		\$442.73	\$7,806.83	\$3,629.46	\$12,068.13	\$341.70	\$510.00	\$0.00	\$0.00	\$74.96	\$1,489.08	\$419.95	\$62,435.76	\$89,218.60		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,218.60
2013 Amended			\$0.00	\$0.00	\$0.00		\$2,500.00	\$12,000.00	\$3,500.00	\$17,000.00	\$650.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$3,000.00	\$2,500.00	\$38,975.00	\$84,625.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84,625.00
2014 County Manager	Gardnerville Town	Parks & Recreation	\$0.00	\$0.00	\$0.00		\$2,500.00	\$12,000.00	\$4,500.00	\$21,500.00	\$650.00	\$2,500.00	\$1,500.00	\$0.00	\$1,500.00	\$3,200.00	\$1,500.00	\$14,700.00	\$66,050.00		\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$141,050.00
Description	610	923	Vacation Buyback	Comp Payout	Wages	ijes	Weed Spraying	Replacement & Repair	Power	Water	Utilities-Sewer	Maint B&G	Maint Equip	Rents & Leases Equipment	Op.Supplies	Gas & Oil	Small Equipment	Small Projects	Supplies	ojects	Land	Capital Projects	Buildings	Infrastructure	Improvements	Park Improvements	Machinery & Equipment	tlay/Projects	Department Total: Parks & Recreation
Account Number	Fund	Department	511.168	511.169	Total: Salaries & Wages	Services & Supplies	520.037	520.084	520.089	520.090	520.093	520.097	520.107	520.136	532.001	532.003	533.802	533.817	Total: Services & Supplies	Capital Outlay/Projects	561.100	562.000	562.200	562.500	563.300	563.301	564.500	Total: Capital Outlay/Projects	Department Tota

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	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount
Gardnerville Town	Town					
Other Public Works	orks					
\$218,751.00	0	\$177,580.00	\$114,441.04	\$161,402.64	\$105,861.42	\$171,492.31
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	_	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	_	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$4,000.00		\$4,000.00	\$379.22	\$396.14	\$3,125.97	\$2,262.90
\$0.00		\$0.00	\$6,327.00	\$6,800.89	\$4,981.77	\$9,144.79
\$0.00		\$0.00	\$1,507.88	\$0.00	\$0.00	\$0.00
\$0.00		\$0.00	\$4,816.16	\$8,432.10	\$13,329.51	\$10,007.32
\$0.00		\$0.00	\$6,032.57	\$5,510.44	\$10,579.22	\$5,454.38
\$222,751.00		\$181,680.00	\$133,503.87	\$182,542.21	\$137,877.89	\$198,361.70
\$100,927.00		\$77,959.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00		\$0.00	\$28,607.64	\$39,239.62	\$23,729.73	\$39,314.81
\$0.00		\$0.00	\$4,009.89	\$5,470.43	\$2,850.68	\$4,665.81
\$0.00		\$0.00	\$23,040.99	\$29,623.50	\$16,443.02	\$26,545.14
\$0.00		\$0.00	\$649.07	\$850.65	\$658.01	\$941.77
\$0.00		\$0.00	\$1,777.78	\$2,537.70	\$1,639.12	\$2,319.73
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Co. Dependent Insurance \$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00		\$0.00	\$701.20	\$951.18	\$997.37	\$767.51
\$100,927.00		\$77,959.00	\$58,786.57	\$78,673.08	\$46,317.93	\$74,554.77
\$1,500.00		\$1,500.00	\$0.00	\$102.34	\$53.97	\$405.44
\$2,200.00		\$2,000.00	\$442.73	\$2,140.03	\$601.16	\$1,733.75
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$8,900.00		\$8,900.00	\$8,795.78	\$7,996.14	\$7,818.80	\$7,495.57

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	Z010 Actual Amount			\$20,897.35	\$0.00	\$0.00	\$0.00	\$74,387.55	\$35,202.25	\$327.33	\$0.00	\$0.00	\$10,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$291.00	\$13,004.85	\$2,983.18	\$0.00	\$0.00	\$56.47	\$8,806.47	\$2,571.70	\$2,291.14	\$0.00	\$729.37	\$0.00	\$0.00	\$0.00	\$181,783.42
2044 Activity	Amount Amount			\$6,122.79	\$0.00	\$0.00	\$0.00	\$67,026.80	\$42,905.84	\$507.28	\$3,373.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,300.00	\$1,530.00	\$0.00	\$0.00	\$0.00	\$7,010.05	\$17,710.30	\$1,842.12	\$0.00	\$212.82	\$0.00	\$0.00	\$0.00	\$161,015.25
2042 Actual	Amount			\$18,124.30	\$0.00	\$0.00	\$0.00	\$69,903.49	\$35,418.47	\$309.14	\$1,566.05	\$0.00	\$0.00	\$0.00	\$0.00	\$995.00	\$0.00	\$0.00	\$11,611.75	\$0.00	\$0.00	\$0.00	\$0.00	\$8,904.61	\$55,054.30	\$2,506.32	\$0.00	\$3,789.68	\$2,434.48	\$7,356.30	\$0.00	\$228,212.40
2013 Actual	Amount Amount			\$5,214.10	\$0.00	\$0.00	\$0.00	\$52,552.52	\$152,013.13	\$309.13	\$4,307.20	\$0.00	\$0.00	\$28.50	\$0.00	\$0.00	\$0.00	\$0.00	\$17,074.87	\$0.00	\$0.00	\$0.00	\$0.00	\$5,885.31	\$2,762.25	\$1,928.50	\$0.00	\$20,748.96	\$0.00	\$0.00	\$0.00	\$272,062.98
2013 Amonded	Budget			\$9,500.00	\$0.00	\$0.00	\$0.00	\$70,000.00	\$140,000.00	\$2,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$1,000.00	\$0.00	\$13,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$20,000.00	\$2,000.00	\$0.00	\$27,200.00	\$0.00	\$0.00	\$0.00	\$312,650.00
2014 Compty	Manager	Gardnerville Town	Other Public Works	\$9,500.00	\$0.00	\$0.00	\$0.00	\$71,000.00	\$83,000.00	\$1,500.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$1,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$8,500.00	\$2,800.00	\$0.00	\$15,000.00	\$500.00	\$0.00	\$0.00	\$239,450.00
	Description	610	926	Replacement & Repair	Power	Heating	Utilities-Sewer	Street Lights	Maint Road	Maint Equip	Veh. Maint-Co Shop	Rents & Leases Equipment	Other Rents/Leases	Licensing	EMRB Assessment	Memberships	Training & Education	Professional Services	Engineering	Engineering/Applicant Req	Engineering /Annex	Admin & Overhead	Op.Supplies	Gas & Oil	Storm Drain Maintenance	Uniforms	Books & Periodicals	Crack Seal Maintenance	Small Equipment	Software	Small Projects	Supplies
	Account Number	Fund	Department	520.084	520.089	520.092	520.093	520.095	520.103	520.107	520.116	520.136	520.141	520.155	520.169	520.170	520.200	521.100	521.200	521.201	521.202	521.500	532.001	532.003	532.019	532.028	532.055	532.116	533.802	533.806	533.817	Total: Services & Supplies

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2010 Actual				\$335,012.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$335,012.31		\$122,982.00	\$0.00	\$122,982.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$912,694.20	\$1,454,318.50	\$1,220,788.81	\$233,529.69
2011 Actual Amount				\$307,646.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$307,646.95		\$332,981.00	\$0.00	\$332,981.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$985,839.02	\$1,350,405.18	\$1,402,559.05	(\$52,153.87)
2012 Actual Amount				\$128,991.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$128,991.42		\$122,982.00	\$0.00	\$122,982.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$741,401.11	\$1,509,317.18	\$1,611,264.22	(\$101,947.04)
2013 Actual Amount				\$81,582.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81,582.98		\$122,982.00	\$0.00	\$122,982.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$668,918.40	\$1,182,991.08	\$1,047,836.12	\$135,154.96
2013 Amended Budget				\$509,712.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$509,712.00		\$122,982.00	\$25,467.00	\$148,449.00		\$188,400.00	\$0.00	\$0.00	\$70,459.00	\$258,859.00	\$1,489,309.00	\$1,903,102.00	\$1,903,102.00	\$0.00
2014 County Manager	Gardnerville Town	Other Public Works		\$98,037.00	\$0.00	\$0.00	\$0.00	\$182,135.00	\$0.00	\$280,172.00		\$122,982.00	\$33,250.00	\$156,232.00		\$0.00	\$0.00	\$0.00	\$70,459.00	\$70,459.00	\$1,069,991.00	\$1,528,930.00	\$1,528,930.00	\$0.00
er Description	610	926	//Projects	Capital Projects	Buildings	Infrastructure	Improvements	Board Designated	Machinery & Equipment	Total: Capital Outlay/Projects	ses n ses	Transfers Out	Contingency	Total: Other Financing Uses	Bal/Reserves	Improvements Reserve	Road Reserve	Buildings Reserve	Ending Fund Balance	Total: Ending Fund Bal/Reserves	Department Total: Other Public Works			Fund Total: Gardnerville Town
Account Number	Fund	Department	Capital Outlay/Projects	562.000	562.200	562.500	563.300	563.900	564.500	Total: Capital	Other Financing Uses	618.700	619.000	Total: Other F	Ending Fund Bal/Reserves	625.107	625.140	625.500	000.669	Total: Ending	Department T	Revenue Totals:	Expense Totals	Fund Total: Gar

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Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	611	Gardnerville Health & San						
Revenue								
Department	000	Revenue						
Charges For Service	rvice							
344.300	Trash	\$505,000.00	\$490,000.00	\$432,547.82	\$502,764.24	\$497,382.88	\$499,010.85	
344.301	Extra Pickup Surcharge	\$0.00	\$0.00	\$385.50	\$370.00	\$406.50	\$513.50	
344.310	Landfill Fees	\$343,000.00	\$334,000.00	\$298,841.66	\$347,289.24	\$343,443.33	\$344,535.18	
344.315	Dumpster Rental	\$30,000.00	\$30,000.00	\$26,780.17	\$34,872.51	\$34,398.63	\$33,983.55	
344.316	Lock & Key Sales	\$0.00	\$0.00	\$76.00	\$137.00	\$61.00	\$190.00	
344.317	Dumpster Replace Fee	\$0.00	\$0.00	\$505.00	\$2,190.75	\$340.00	\$167.00	
360.810	Late Charges	\$5,000.00	\$5,000.00	\$6,083.54	\$7,240.27	\$6,243.82	\$7,032.86	
Total: Charges For Service	For Service	\$883,000.00	\$859,000.00	\$765,219.69	\$894,864.01	\$882,276.16	\$885,432.94	
Interest Revenue	ΦI							
361.200	Interest On Investment	\$3,000.00	\$3,000.00	\$549.49	\$4,879.25	\$3,401.59	\$3,083.35	
361.205	Investment-FMV Adjust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interest Revenue	evenue	\$3,000.00	\$3,000.00	\$549.49	\$4,879.25	\$3,401.59	\$3,083.35	
Miscellaneous Revenue	Sevenue							
360.800	Miscellaneous	\$0.00	\$0.00	\$209.26	\$1,564.55	\$0.00	\$150.00	
360.820	Returned Check Fees	\$0.00	\$0.00	\$100.00	\$0.00	\$75.00	\$75.00	
Total: Miscellaneous Revenue	eous Revenue	\$0.00	\$0.00	\$309.26	\$1,564.55	\$75.00	\$225.00	
Contributed Capital	iital							
344.750	Assets Dedicated/Donated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Contributed Capital	ed Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Financing Sources	Sources							
391.100	Sale Of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
392.000	Transfers In	\$0.00	\$0.00	\$0.00	\$21,213.00	\$231,182.00	\$21,357.00	
393.100	Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
393.101	Bond Proceeds Offset	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Financing Sources	ancing Sources	\$0.00	\$0.00	\$0.00	\$21,213.00	\$231,182.00	\$21,357.00	

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2010 Actual	Amount			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$910,098.29	\$910,098.29				\$241,753.27	(\$1,909.76)	\$14,586.84	\$0.00	\$0.00	\$0.00	\$3,582.01	\$16,357.27	\$0.00	\$23,273.73	\$10,943.08	\$127.70	\$0.00	\$308,714.14
2011 Actual	Amount			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,116,934.75	\$1,116,934.75				\$199,516.78	(\$10,170.21)	\$14,786.27	\$0.00	\$0.00	\$0.00	\$3,420.23	\$12,852.82	\$0.00	\$13,337.77	\$10,567.73	\$110.10	\$0.00	\$244,421.49
2012 Actual	Amount			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$922,520.81	\$922,520.81				\$194,270.30	\$4,178.12	\$13,550.00	\$0.00	\$0.00	\$0.00	\$1,499.87	\$8,608.17	\$0.00	\$8,947.03	\$2,837.77	\$0.00	\$961.00	\$234,852.26
2013 Actual	Amount			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$766,078.44	\$766,078.44				\$148,345.48	\$0.00	\$11,475.00	\$0.00	\$0.00	\$0.00	\$5,328.32	\$10,105.99	\$482.97	\$14,225.37	\$8,259.95	\$0.00	\$11,849.67	\$210,072.75
2013 Amended				\$0.00	\$0.00	\$0.00		\$50,000.00	\$532,946.00	\$582,946.00	\$1,444,946.00	\$1,444,946.00				\$256,336.00	\$0.00	\$14,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$289,336.00
2014 County	Gardnerville Health & San	Revenue		\$0.00	\$0.00	\$0.00		\$50,000.00	\$476,544.00	\$526,544.00	\$1,412,544.00	\$1,412,544.00		Health & Sanitation		\$224,867.00	\$0.00	\$15,300.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$243,667.00
ber Description			/Amortizaion	Amortization- Add Back	Depreciation Add-Back	Total: Depreciation/Amortizaion	al./Reserves	Operating Res-Beg.	Capital ResBeg.	Total: Beg.Fund Bal./Reserves	Department Total: Revenue	ıls		925	Vages	Salaries & Wages	Salaries-Other	Board Compensation	Vacation Payout	Vacation Buyback	Comp Payout	Overtime	Holidays	Comp Paid	Vacation	Sick	Call Back	Contract Salaries	es & Wages
Account Number	Fund	Department	Depreciation	360.849	360.850	Total: Depre	Beg.Fund Bal./Reserves	301.200	301.250	Total: Beg.F	Department	Revenue Totals	Expenses	Department	Salaries & Wages	510.000	510.125	510.150	511.167	511.168	511.169	511.170	511.171	511.172	511.173	511.174	511.176	516.120	Total: Salaries & Wages

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LIVE - Douglas County - LIVE

2014 County 2013 Amended Manager Budget Gardnerville Health & San Health & Sanitation	13 An		2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
\$108 000 00 \$017.50 00	6117 226 00		000	c c	ç	Ç	
8 0	\$0.00		\$42,498.69	\$50,471.33	\$48,962.98	\$61,729.81	
Pact Workers Comp \$0.00	\$0.00		\$5,323.38	\$6,506.93	\$5,916.74	\$6,779.35	
Group Insurance \$0.00 \$0.00	\$0.00		\$34,930.29	\$41,939.97	\$46,099.75	\$58,540.37	
Unemployment \$0.00 \$0.00	\$0.00		\$906.01	\$1,023.37	\$1,168.21	\$1,387.36	
80.00	\$0.00		\$2,541.92	\$2,901.41	\$2,959.93	\$3,641.90	
Uniform Allowance \$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
Co. Dependent Insurance \$0.00 \$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00		\$212.05	\$328.79	\$617.43	\$908.38	
\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
OPEB Expense \$0.00 \$0.00	\$0.00		\$0.00	\$1,001.00	\$2,696.00	\$0.00	
\$108,000.00 \$117,326.00		0,	\$86,412.34	\$104,172.80	\$108,421.04	\$132,987.17	
Telephone Expense \$3,500.00 \$3,500.00	\$3,600.00		\$2,073.82	\$3,085.54	\$3,320.80	\$4,067.33	
Postage/Po Box Rent \$4,200.00 \$4,000.00	\$4,000.00		\$3,711.84	\$3,260.89	\$3,054.75	\$2,964.33	
\$1,000.00 \$1,000.00	\$1,000.00		\$0.00	\$0.00	\$383.71	\$0.00	
\$1,500.00 \$1,500.00	\$1,500.00		\$1,109.23	\$924.55	\$1,793.57	\$786.97	
\$8,900.00	\$8,900.00		\$8,859.79	\$7,996.14	\$7,818.80	\$8,995.57	
Replacement & Repair \$40,000.00 \$34,000.00			\$29,234.16	\$52,069.62	\$28,088.24	\$26,776.60	
\$2,600.00 \$2,500.00	\$2,500.00		\$2,143.74	\$2,575.91	\$2,409.93	\$2,890.29	
\$750.00	\$750.00		\$263.73	\$499.22	\$535.88	\$529.01	
\$4,000.00	\$4,000.00		\$2,130.09	\$2,710.01	\$3,398.90	\$4,248.14	
\$380.00	\$380.00		\$352.59	\$302.40	\$302.40	\$302.40	
\$12,000.00 \$5,000.00	\$5,000.00		\$1,394.37	\$8,247.33	\$1,210.31	\$1,792.55	
Janitorial Services \$1,350.00 \$1,350.00	\$1,350.00		\$712.48	\$1,062.50	\$977.50	\$935.00	
\$2,000.00			\$25,132.04	\$628.49	\$619.79	\$550.32	
Maint Office Equip \$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
Veh. Maint-Shop Parts \$0.00 \$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	

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user: Tom Dallaire

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Account Number Description Fund 611	scription	Manager	Budget	Amount	Amount	Amount	Amount
	611	Gardnerville Health & San	an				
Department	925	Health & Sanitation					
Vel	Veh. Maint-Co Shop	\$3,500.00	\$2,000.00	\$2,699.18	\$1,918.11	\$1,631.62	\$1,615.18
De	Deductable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Re	Rents & Leases Bldgs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Re	Rents & Leases Equipment	\$2,100.00	\$2,100.00	\$2,009.88	\$2,480.67	\$1,855.52	\$1,586.50
Lio	Licensing	\$350.00	\$250.00	\$35.50	\$234.00	\$57.00	\$114.00
EM	EMRB Assessment	\$50.00	\$50.00	\$0.00	\$0.00	\$29.75	\$40.25
Me	Memberships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inte	Internet Expense	\$2,010.00	\$810.00	\$432.40	\$522.04	\$722.44	\$722.43
Stre	Street Sweeping	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lar	Landfill Expense	\$250,000.00	\$240,000.00	\$166,091.09	\$221,560.29	\$219,332.42	\$277,610.66
Tra	Training & Education	\$2,000.00	\$2,000.00	\$97.50	\$25.00	\$0.00	\$26.25
Pro	Professional Services	\$4,000.00	\$3,800.00	\$3,351.67	\$0.00	\$3,647.50	\$3,600.00
Leg	Legal Services	\$2,000.00	\$1,500.00	\$572.50	\$1,027.50	\$1,748.25	\$881.25
Leg	Legal-Collection Cost	\$500.00	\$500.00	(\$172.29)	(\$74.03)	\$79.49	* \$257.05
Phy	Physicals	\$800.00	\$800.00	\$150.00	\$300.00	\$300.00	\$600.00
Dru	Drug/Alcohol Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
And	Auditing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mov	Moving Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Adn	Admin & Overhead	\$22,478.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
o O	Op.Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gas	Gas & Oil	\$48,000.00	\$45,000.00	\$30,911.14	\$43,820.63	\$37,519.60	\$27,987.59
Uni	Uniforms	\$3,200.00	\$3,200.00	\$1,777.11	\$2,463.08	\$1,842.16	\$2,291.09
Воо	Books & Periodicals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub	Subscriptions	\$2,550.00	\$2,550.00	\$325.55	\$26.00	\$26.00	\$26.00
Bott	Bottled Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00
Offic	Office Supplies	\$3,000.00	\$3,000.00	\$2,524.76	\$2,836.14	\$2,743.73	\$4,013.77
Sm	Small Equipment	\$5,000.00	\$10,200.00	\$1,651.67	\$11,501.31	\$2,352.79	\$11,408.76
Soft	Software	\$5,400.00	\$5,400.00	\$3,470.80	\$2,106.00	\$2,455.14	\$2,852.19
Offic	Office Products Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

LIVE - Douglas County - LIVE

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Account Number	r Description	2014 County 20 Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	611	Gardnerville Health & San	l .					
Department	925	Health & Sanitation						
533.817	Small Projects	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
550.001	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
550.006	Fiscal Agent Charges	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00	
550.203	Collection Loss	\$0.00	\$0.00	\$1,315.64	\$525.39	\$0.00	\$0.00	
Total: Services & Supplies	& Supplies	\$447,118.00	\$421,140.00	\$294,561.98	\$374,834.73	\$330,457.99	\$390,674.48	
Debt Service								
521.300	Bond Issuance Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
521.301	Bond Issue Cost Offset	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
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	\$0.00	\$0.00	\$0.00	\$20,500.00	\$19,550.00	\$18,650.00	
550.022	Loan Interest	\$0.00	\$0.00	\$0.00	\$713.43	\$1,631.54	\$2,507.31	
550.990	Debt-Principal Offset	\$0.00	\$0.00	\$0.00	(\$20,500.00)	(\$19,550.00)	(\$18,650.00)	
Total: Debt Service	vice	\$0.00	\$0.00	\$0.00	\$713.43	\$1,631.54	\$2,507.31	
Capital Outlay/Projects	Projects							
562.000	Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.200	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.500	Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
563.990	Capital Project Offset	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.500	Machinery & Equipment	\$270,000.00	\$0.00	\$0.00	\$220,930.50	\$0.00	\$0.00	
564.602	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.609	Data Processing Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.990	Capital Outlay Offset	\$0.00	\$0.00	\$0.00	(\$220,930.50)	\$0.00	\$0.00	
Total: Capital Outlay/Projects	utlay/Projects	\$270,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Miscellaneous								
550.060	Loss On Asset Disposition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Miscellaneous	snoa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

\$0.00 2010 Actual Amount \$0.00 \$0.00 \$546.08 \$546.08 \$0.00 \$0.00 \$67,544.77 \$67,544.77 \$0.00 \$902,973.95 \$910,098.29 \$902,973.95 \$7,124.34 Town of Gardnerville <Final Budget> 2011 Actual Amount \$0.00 \$0.00 \$546.08 \$546.08 \$0.00 \$0.00 \$0.00 \$0.00 \$750,394.15 \$366,540.60 \$64,916.01 \$750,394.15 \$1,116,934.75 \$64,916.01 2012 Actual Amount \$0.00 \$0.00 \$0.00 \$455.05 \$0.00 \$0.00 \$0.00 \$72,820.90 \$72,820.90 \$455.05 \$922,520.81 \$787,849.17 \$134,671.64 \$787,849.17 2013 Actual Amount \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$44,308.25 \$44,308.25 \$0.00 \$0.00 \$0.00 \$130,723.12 \$766,078.44 \$635,355.32 \$635,355.32 \$0.00 \$0.00 \$0.00 \$90,600.00 \$90,600.00 \$0.00 \$0.00 \$50,000.00 \$476,544.00 \$1,444,946.00 \$1,444,946.00 \$1,444,946.00 \$0.00 2013 Amended \$526,544.00 Gardnerville Health & San Health & Sanitation \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$50,000.00 \$1,412,544.00 2014 County \$90,000.00 \$90,000.00 \$203,759.00 \$253,759.00 \$1,412,544.00 \$1,412,544.00 Amort.-Bond Issue Costs Capital Impr. Reserves Department Total: Health & Sanitation Operating Reserves Fund Total: Gardnerville Health & San **Buildings Reserve** Total: Ending Fund Bal/Reserves Transfers Out 925 Account Number Description 611 Depreciation Total: Other Financing Uses Ending Fund Bal/Reserves Other Financing Uses Total: Depreciation Total: Amortization Revenue Totals: Expense Totals Depreciation Amortization Department 618.700 625.250 550.026 625.200 625.500 550.027

Item #15-16

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Account Number	. Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	613	Gardnerville Debt						
Revenue								
Department	000	Revenue						
Interest Revenue	쥐							
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	
Total: Interest Revenue	Sevenue	\$0.00	\$300.00	\$0.24	\$1.30	\$439.99	\$440.39	
Other Financing Sources	1 Sources							
392.000	Transfers In	\$122,982.00	\$122,982.00	\$122,982.00	\$144,433.00	\$138,175.00	\$144,356.00	
Total: Other Fin	Total: Other Financing Sources	\$122,982.00	\$122,982.00	\$122,982.00	\$144,433.00	\$138,175.00	\$144,356.00	
Beg.Fund Bal./Reserves	Reserves							
301.000	Opening Fund Balance	\$605.00	\$306.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Beg.Fund Bal./Reserves	1 Bal./Reserves	\$605.00	\$306.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department Total: Revenue	tal: Revenue	\$123,587.00	\$123,588.00	\$122,982.24	\$144,434.30	\$138,614.99	\$144,796.39	
Revenue Totals		\$123,587.00	\$123,588.00	\$122,982.24	\$144,434.30	\$138,614.99	\$144,796.39	
Expenses								
Department	922	Gardnerville Debt						
Salaries & Wages	G S							
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	
Total: Salaries & Wages	<u>k Wages</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Services & Supplies	olies							
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	
Total: Services & Supplies	& Supplies	\$535.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	

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

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Account Number Description	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	614	G'ville Ad Val Cap Proj						
Revenue								
Department	000	Revenue						
Intergovernmental Revenue	al Revenue							
331.135	Distr. from County	\$45,000.00	\$44,586.00	\$43,484.14	\$46,537.18	\$47,042.42	\$49,427.80	
334.121	Grant In Aid-State(P)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
337.100	State Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Intergoverr	Total: Intergovernmental Revenue	\$45,000.00	\$44,586.00	\$43,484.14	\$46,537.18	\$47,042.42	\$49,427.80	
Interest Revenue								
361.200	Interest On Investment	\$800.00	\$600.00	\$96.48	\$857.14	\$825.69	\$1,040.55	
361.205	Investment-FMV Adjust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Interest Revenue	venue	\$800.00	\$600.00	\$96.48	\$857.14	\$825.69	\$1,040.55	
Miscellaneous Revenue	evenue							
360.800	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Miscellaneous Revenue	ous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Financing Sources	Sources							
360.750	Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
392.000	Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
393.100	Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Other Financing Sources	ncing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Beg.Fund Bal./Reserves	SSELVES							
301.100	Opening Fund Reserves	\$111,934.00	\$111,748.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Beg.Fund Bal./Reserves	3al./Reserves	\$111,934.00	\$111,748.00	\$0.00	\$0.00	\$0.00	\$0.00	
Department Total: Revenue	I: Revenue	\$157,734.00	\$156,934.00	\$43,580.62	\$47,394.32	\$47,868.11	\$50,468.35	
Revenue Totals		\$157,734.00	\$156,934.00	\$43,580.62	\$47,394.32	\$47,868.11	\$50,468.35	

LIVE - Douglas County - LIVE

Account Number	Description	2014 County Manager	2013 Amended Budget	2013 Actual Amount	2012 Actual Amount	2011 Actual Amount	2010 Actual Amount	
Fund	614	G'ville Ad Val Cap Proj						
Expenses								
Department	730	G'ville Ad Val Cap Proj						
Salaries & Wages	S							
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	
Total: Salaries & Wages	& Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Services & Supplies	plies							
550.006	Fiscal Agent Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Services & Supplies	& Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Debt Service								
521.300	Bond Issuance Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
550.021	Loan Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
550.022	Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Debt Service	rice	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay/Projects	rojects							
562.000	Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.200	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
562.500	Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
564.500	Machinery & Equipment	\$0.00	\$45,000.00	\$40,049.90	\$0.00	\$0.00	\$0.00	
564.700	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total: Capital Outlay/Projects	utlay/Projects	\$0.00	\$45,000.00	\$40,049.90	\$0.00	\$0.00	\$0.00	

\$42,731.00 \$42,731.00 \$42,731.00 \$0.00 \$0.00 \$50,468.35 \$42,731.00 \$50,468.35 \$42,731.00 \$50,468.35 \$42,731.00	Town of Gardnerville < Final Budget	2012 Actual Amount Amount \$42,664.00 \$42,664.00 \$0.00 \$0.00 \$42,664.00 \$47,394.32 \$42,664.00 \$42,664.00 \$42,664.00 \$52,623,666.61	2013 Actual Amount Amount 80.00 \$0.00 \$0.00 \$0.00 \$40,049.90 \$43,580.62 \$40,049.90 \$3,530.72 \$5,115,632.38	of Gard 2013 Amended Budget j \$0.00 \$0.00 \$111,934.00 \$1156,934.00 \$156,934.00 \$156,934.00 \$156,934.00 \$3,628,570.00	2014 County Manager G'ville Ad Val Cap Proj G'ville Ad Val Cap Proj \$0.00 \$0.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00 \$157,734.00	Fund 614 Department 730 Other Financing Uses G18.700 Transfers Out Total: Other Financing Uses Ending Fund Bal/Reserves Ending Fund Bal/Reserves Department Total: G'ille Ad Val Cap Proj Revenue Totals: Fund Totals: Fund Totals: Revenue Grand Totals:	Fund Department Other Financing Uses 618.700 Trar Total: Other Financing Ending Fund Bal/Rese 625.103 App Total: Ending Fund Ba Department Total: G'v Revenue Totals: Expense Totals: Fund Total: G'ville Ad v Revenue Grand Totals:
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\$2,559,681.53	\$2,653,823.03	\$2,623,666.61	\$2,115,632.38	\$3,628,570.00	\$3,222,795.00	Totals:	ue Grand
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2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2013 Amended Budget	2014 County Manager	er Description	nt Numb
	Sudget>	<final td="" <=""><td>nerville</td><td>of Gard</td><td>Town</td><td></td><td></td></final>	nerville	of Gard	Town		
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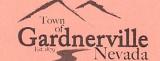
Gardnerville Town Board





1.	Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for April 2013.
2.	Recommended Motion: N/A Funds Available: Yes N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 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 — Approved with Modifications Denied — Continued

Gardnerville Town Board



AGENDA ACTION SHEET

1.	Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for April 2013.
2.	Recommended Motion: N/A Funds Available: □ Yes □ N/A
3.	Department: Administration
	Prepared by: Tom Dallaire
4.	Meeting Date: May 7, 2013 Time Requested: 10 minutes
5.	Agenda: Consent Administrative
	Background Information: See attached report.
6.	Other Agency Review of Action: □ Douglas County
7.	Board Action:
	□Approved □Approved with Modifications □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 April 7, 2013 Board Meeting

- A. Walmart: We are waiting on the punch list items to be completed. The water in the pond is coming from alongside the storm drain trench. We believe it is the irrigation water since it is so high in the valley right now. We will have the floats adjusted to turn off when the water gets to the top of the grate in the pond. We need special equipment to enter the 20' deep lift station. The contractor did place water stops along the pipe and that seems to have possibly slowed it down some but it enters constantly and fills the pond to the pump level.
- **B. New Beginnings:** Began construction behind Heritage Bank. Attended a pre-con meeting and they will be placing concrete for the trail in the pond.
- C. Hellwinkel Channel: I had a meeting with Denny. He has some clean up to do on his plans. He is planning on presenting an update to you next month. This month ended up being quite busy and he appreciated the extra time to prepare. The channel project will extend to the hotel. We will collect the flood waters and flows exceeding the existing irrigation ditch capacity. We will be putting in infrastructure that well planned and design will benefit the downtown area in the long term. Right now the investments we are making will make a small impact on the floodway as laid out in the Pinenut study we had performed. This trench will be a huge benefit should we obtain the Eagle Gas property and in cooperation with NDOT be able to divert water back to the channel we will have constructed and increase the culvert under Toler. All of which will benefit the highway by keeping it open during smaller flooding events. The proposed infrastructure would require repairing the drainage problems that currently exist along the S curve, and the town would need to secure grant funding to reduce flooding along the highway and Mission Street by diverting and collecting up to a 25 or 50 year event. The 100 year event impact will be reduced but not diverted. Is this still become a top priority for the Board? I need to make an appointment this month and present the improvement plans to State Lands and modify the Q1 grant agreement again.
- **D. Cottonwood Slough Clean up @ 756:** Staff is coordinating the clean-up of the Cottonwood slough area west of the 756 to the town boundary, and east of the town boundary adjacent to Douglas Ave. I applied to the Carson River Sub Conservancy to assist in funding the project in the amount of \$3,500. That will offset the estimated 12,000 cost for the work. (8,000) is for the NDF crew that will be doing the bulk of the work. We have obtained verbal permission from all 4 property owners. And notified the adjacent property owners of the work.
- E. Review of the Ranch at Phase IIA and Phase IIB: The plans are available in the back for anyone who would like to review the project. I have reviewed them and have a few concerns I expressed to county staff, and am getting a letter to the applicant.
- **F.** Bench Easements: The town staff and Tyler prepared the easements for the school board review and approval on May 15. This bench is for Andy Costa who worked for the school district for a number of years and the Stiltz family. Both of them will be the last set of benches



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

going along that stretch of road. Only one bench along there was not looking uniform and the extra bench actually looks better visually.

G. Nevada League of Cities Conference: The conference this year is at the Mont Bleu in Tahoe. The planning committee is moving ahead on a plan. There are opportunities to showcase Gardnerville and we are coming up with ideas to share with the panel. If you are interested in participating in the planning please let me know so I can include you in the planning process. The difficulty of showcasing the valley with the event in Tahoe is the transportation down to the valley. So no matter what we do, we would have to bus(s) people down the hill. We are looking into the cost of that right now.

H. Office Items:

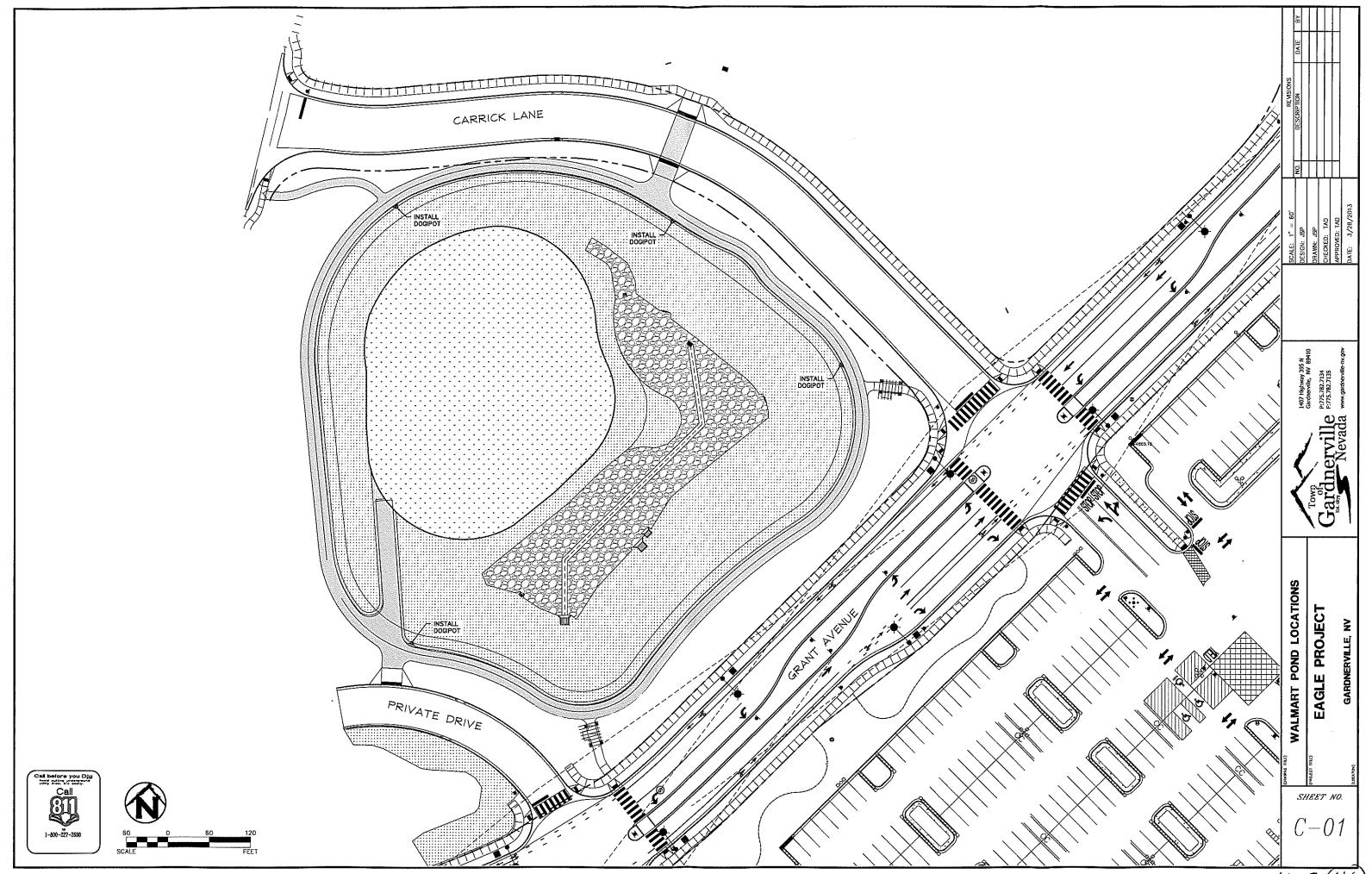
- Attended the Chamber meeting to give a brief report on the town business.
- Attended the Valley Vision workshop. Last day. And we now have a conceptual plan of the architectural rendering of the intersection of Douglas Ave. (see attached plan)
- We prepared a plan for parking on one side of the road at Southgate and Pep. Is this something you would like to discuss further at a specific item during the next board meeting? I have to go to the county commissioners to get the county resolution of no parking allowed updated and modified for the development. (see attached plan)
- Spread the base for the labyrinth pad at the community garden.
- Attended the Economic Development Committee to report on the town business.
- Eagle Scout project for David Olges was approved by the Eagle Board and we ordered the materials for the installation of 8 doggie pot stations (4) along Toler and (4) at the Virginia Ranch regional detention pond. (See the attached plan)
- Met with the county manager, assistant county manager and budget analyst about the cost allocation. They do believe the interlocal agreement has in fact expired back in 2007. I have a copy of the final 2013 report if anyone is interested in that. The cost from the county has increased from \$69,000 last year to \$84,000 this year. They are looking for us to try to get at least a 1/3 this year and work into the budget over three years. East Fork is already doing this. Town of Minden enterprise funds are doing this. It makes sense for the town's enterprise funds to pay the allocations. The agreement will need to be modified. I have worked GIS into the budget already as we do greatly benefit from their service and licenses we are utilizing to track out assets and the data they are sharing with us. They also benefit from the information we share with them. We do not get charged for their services to put that data on the system. Tyler has drafted a formal statement for the town and has sent it to Steve. I gave him a heads up that it was coming and we can start the negotiations. This is going to be a difficult process. They believe the town should be paying for the services the town receives from the county.
- I will attend a meeting (the morning of the board meeting) with Mike Rowe to discuss the
 development agreement with county staff to come up with a plan for the Aspen mobile home
 park. The county is trying to close out old development agreements and there is the
 outstanding issue of frontage improvements, the town cost share agreement and removing
 items that were conditions for the development due to that cost share agreement but the
 agreement never was completed. There still is sidewalk due to be constructed from the phase

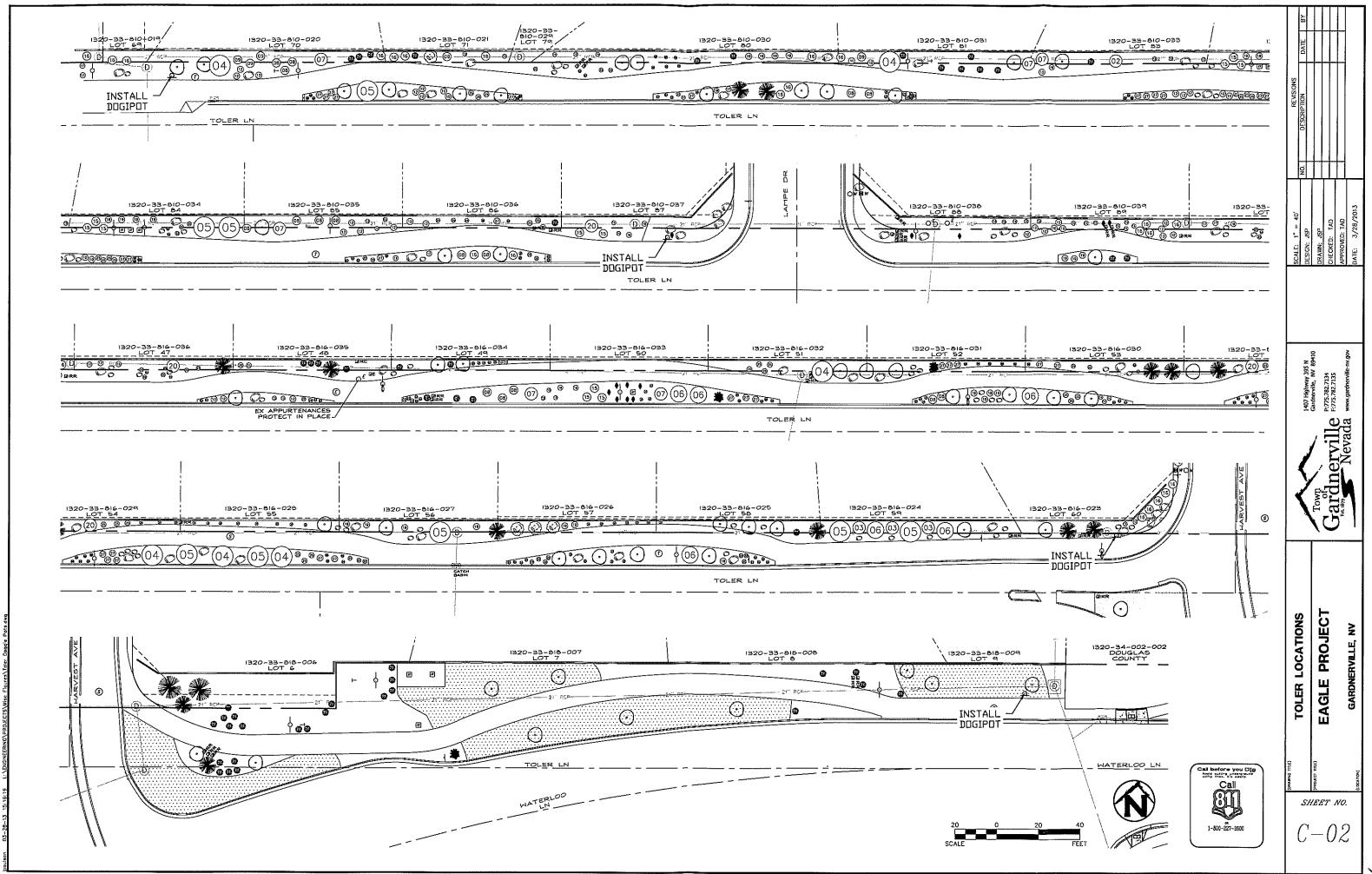


Ken Miller, Chairman Linda Slater, Vice Chairman Lloyd Higuera, Board Member Mike Philips, Board Member Mary Wenner, Board Member

Il entrance to the original park entrance. We will update you at the meeting the outcome and how we will proceed.

- July 4th event planning and moving forward on that.
- Coordinating the May 11th "Let's Sweep the Town" work day with Main Street and the Rotary Club.
- Josh and I did a presentation to NDOT about the modifications to the design of the Kings Lane channel. We met several department's personnel there and right-of-way is one that will be difficult to get through and based on the what was discussed that will be the hold up because of the completed matter the right-of-way is in as some of the wall will actually be within the adjacent property owners property. Or the center line of the existing ditch. We need a 10' wide channel. We will change this to an open trench so flood water will over top the banks and be re directed to the Toler/395 culvert. We have ordered the title reports of the affected properties. This right of way issue will most likely delay the work until next winter, if we are lucky. Also, they think we need a environmental/cultural report which NDOT will be able to perform, but on their time frame.
- Arbor Day Celebration went very well. We had main street volunteers, Paula and several kids from the Douglas High School Conservation Club. They really seem to like the event.
- FEMA officials are in town doing an audit on the county and have asked us for the storm drain plans from the town. Josh updated the Walmart info and provided Erik, County Engineer, a plan set. Further information may be required.
- Meeting with the thrift and consignment shops association on Monday. I can provide and update on that meeting. Mainly interested in how the town can help/assist them in getting the word out of their location and what they offer.









(H2)



16-9 H3

RESOLUTION NO. 94-62

RESOLUTION RESTRICTING ON-STREET PARKING
IN SOUTHGATE PARK I, SOUTHGATE PARK II AND JEWEL COMMERCIAL
PARK, PHASE I

WHEREAS Chapter 10.08.030 of the Douglas County Code empowers the Board of County Commissioners to determine and direct that certain traffic control devices be placed and maintained in order to regulate traffic and to provide for the safe and expeditious movement of traffic; and,

WHEREAS there is a public need and necessity to restrict on-street parking in Southgate Park I, Southgate Park II and Jewel Commercial Park, Phase I;

NOW, THEREFORE, BE IT RESOLVED that "No Street Parking" signs be placed throughout Southgate Park 1 and Southgate Park II prohibiting on-street parking on the following streets:

Southgate Drive from U.S. Highway 395 to Service Drive;

Venture Drive from Southgate Drive to the end of Venture Drive;

Pep Circle from Service Drive to Southgate Drive;

Service Drive from Service Court to the end of Southgate Park II boundary.

BE IT FURTHER RESOLVED, that on-street parking be limited or prohibited by the emplacement of "No Street Parking: or "No Parking This Side" signage on the following streets within Jewel Commercial Park, Phase I:

Service Drive from the Southgate Park II boundary to U.S. Highway 395, excepting only the northwesterly side of Service Drive from the rear Copeland Lumber Company yard entrance to the front Copeland Lumber yard entrance; an approximate distance of 160 feet, more or less;

Baltic Avenue from Service Drive to the end of Baltic Avenue with the exception of the northerly side, commencing 20 feet easterly of the stop sign and continuing to the end of Baltic Avenue.

FURTHERMORE, BE IT RESOLVED that aforesaid signage be placed and maintained by the Town of Gardnerville.

ADOPTED this <u>lst</u> day of <u>December</u>, 1994, by the following vote:

VOTE: AYES Co

Commissioners: Michael E. Fischer

Robert L. Pruett

Barbara S. Smallwood

Bob Allgeier

NAYS

Commissioners:

ABSENT

Commissioner:

David Exaphrey

- Chairman

Douglas County Board of Commissioners

ATTEST:

Barbara Reed Ro

y: Amethy bung, Deputy

Gardnerville Town Board

AGENDA ACTION SHEET



1. 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. 2. Recommended Motion: Based on discussion and evaluation. Funds Available: Yes □ N/A 3. Department: Administration Prepared by: Carol Louthan 4. Meeting Date: May 7, 2013 Time Requested: 20 minutes 5. Agenda: Consent **✓** Administrative Background Information: Part out of 2012/2013 budget & part out of 2013/2014 budget. 6. Other Agency Review of Action: Douglas County □ N/A 7. Board Action: **Approved Approved with Modifications**

□ Continued

□ Denied

	Ken Miller Chair	Linda Slater Vice-Chair	Mike Philips, Sr. Board Member	Lloyd Higuera Board Member	Mary Wenner Board Member	
GENERAL ADMINISTRATION				AR ROSE		
Staff Development: Does he/she appoint and train effective subordinates? s he/she able to recruit and retain quality employees? Does he/she have a plan to effectively develop the workforce? Does he/she execute the workforce development plan? Leadership - internal: Does he/she motivate others to maximum	3	3	3	6	. 3	
performance? Is he/she respected as demanding but fair? Does he/she get enthusiastic response to his/her new ideas and needed reorganizations?	6	3	3	6	4	
Supervision: Does he/she adequately and appropriately supervise and lirect the activities of the staff? Is he/she able to control the operational activities of the Town through others? Is he/she available to his/her amployees for guidance and counseling?	3	3	3	6	4	
ob Organization: Does he/she delegate responsibility effectively? Does le/she use his/her time productively? Does he/she program activities in an orderly and systematic way?	3	3	3	3	4	
xecution of Policy: Does he/she understand and comply with the overall colicies, laws and philosophy of the Town? Does he/she translate policies and objectives into specific and effective programs?	6	3	3	6	4	
Budget: Does he/she adequately and appropriately coordinate budget levelopment with the Board? Does he/she execute the budget atisfactorily and control expenses within the levels set in the budget?	6	3	3	6	4	
communication: Does he/she keep appropriate people informed? Does e/she present his/her thoughts in an orderly and understanding manner? s he/she able to be persuasive?	6	3	3	6	5	
teporting: Does he/she submit accurate and complete staff reports on chedule? Do the reports adequately convey information on the Town?	6	3	3	6	4	
Soard Communication: Does he/she provide the Board with adequate of ormation to make decisions?	6	6	6	6	4	
lesponse to Board: Does the Manager respond in a positive way to uggestions and guidance from the Board? Is the Manager attuned to the loard's attitudes, feelings, and needs?	6	3	6	6	5	
Vritten Communication: How effective are his/her letters, memoranda, nd other forms of written information?	3	3	3	6	4	
roductivity: Can the Manager be depended on for sustained productive ork? Does the Manager readily assume responsibility? Does the Manager neet time estimates within his/her control?	6	3	3	6	4	
tress Management: Is the Manager able to resolve problems under train and unpleasant conditions? How well does the Manager tolerate conditions of uncertainty? Does the Manager respond well to stressful ituations and adequately deal with the stress inherent to the position?	3	3	3	3	3	
otal for General Administration: um of E, M, or DNM for this category	63	42	45	72	52	T

Gardnerville Town Manager Evaluation	Ken Miller Chair	Linda Slater Vice-Chair	Mike Philips, Sr. Board Member	Lloyd Higuera Board Member	Mary Wenner Board Member	
EXTERNAL RELATIONSHIPS		District Constitution		ngilia galigitya		
Community Relations: Is the Manager skillful in his/her dealing with the	anner et el la resta d'antépude de la trac			92000000000		
he/she show an honest interest in the community? Does he/she properly convey the policies and programs of the Town?	6	6	3	6	5	
Community Reputation: What is the general attitude of the community to the Manager? Is he/she regarded as person of high integrity and ability?	6	6	3	6	6	
Professional Reputation: How does the Manager stand among his/her colleagues? Does he/she deal effectively with other public managers? Is he/she respected by professional and staff representatives of other counties and cities? Does he/she attend and participate in seminars and conferences for professional development?	6	6	3	6	6	
Intergovernmental Relations: Does the Manager work effectively with federal, state, and other local government representatives? Is the relationship with other local government officials beneficial to the Town? Is he/she able to facilitate cooperative efforts among various local agencies and the Town? Does he/she exhibit appropriate leadership with other entities and agencies? Total for External Relationships:	6	6	3	6	6	number of questions
average score of E, M, or DNM for this category	24	24	12	24	23	20
External Relationship Comments:	·					
PERSONAL CHARACTERISTICS					da is in the same	ł
Imagination: Does he/she show originality in approaching problems? Does he/she create effective solutions? Is he/she able to visualize the implications of various alternatives?	6	3	3	6	5	
Objectivity: Is he/she unemotional and unbiased? Does he/she take the rational and impersonal viewpoint based on facts and qualified opinions? Is he/she able to divide his/her personal feelings from those which would most effectively convey the Town's interest?	6	3	3	6	4	
Drive: Is the Manager energetic and willing to spend the time necessary to do a good job? Does he/she have good initiative and is he/she a self-starter?	6	3	6	6	6	
Judgment and Decisiveness: Is he/she able to reach quality decisions in a timely fashion? Are his/her decisions generally good? Does he/she exercise good judgment in making decisions and in his/her general conduct? Attitude: Is he/she enthusiastic? Cooperative? Willing to adapt? Does	6	3	3	6	5	
he/she have an enthusiastic attitude toward the Town, both professionally and personally? Initiative: Does he/she independently recognize problems, develop	3	3	6	6	5	
make appropriate action or make appropriate action or	6	3	3	6	5	
Integrity: Does the Manager fulfill his/her responsibilities and duties in accordance with the ICMA Code of Ethics? Is he/she honest and forthright in his/her professional capacities? Is he/she trustworthy? Does he/she have a reputation in the community for honesty and integrity?	6	6	3	6	5	
Self-Assurance: Is the Manager self-assured of his/her abilities? Is he/she able to be honest with him/herself and take constructive criticism? Does he/she take responsibility for mistakes which are his/hers? Is he/she confident enough to make decisions and take actions as may be required without undue supervision from the Board?	6	3	3	6	5	number of questions
Total for Personal Characteristics: average score of E, M, or DNM for this category	45	27	30	48	40	40
Personal Characteristics comments:			00	70	+0	40

Gardnerville Town Manager Evaluation	Ken Miller Chair	Linda Slater Vice-Chair	Mike Philips, Sr. Board Member	Lloyd Higuera Board Member	Mary Wenner Board Member
Career Goals:				y day y septembra ya berdasa	
1: 15 to 30 continuing education hours to keep P.E. License up to date. The license requires 30 hours every two (2) years.					
I did obtain my required 15 Hours continuing education units required for this review period. I attended couple of free conferences, the NV League of Cities Conference, and a UNC finance class that go toward my Certified public official certification. The ISSA conference was very helpful in getting comfortable with the Microsurfacing work we just awarded.	3	3	3	6	5
2: Work on classes to finish up the Public Administrator Certification.					
t attended one of the required finance classes for this certification. I have some one more finance class and two elective classes I need to take that are required. I am waiting for UNR extended studies to offer those classes. The NV League Conference counted towards this certificate as well.	3	3	3	6	3
3: Work on town's relationship with the county.					
we nave been really involved with the county this past year. I have served on a couple of the interview panels helping select people the town will be working with in the future and to fill open county positions of County Engineer, Budget Analyst II, and Utilities Superintendent. Staff served on the Standards committee that worked on the county standard details and design guidelines. Staff also served on the county committee of the hazard mitigation plan update. This will put the town in a strategic position to apply for future flood related project to assist in obtaining mitigation type project funding.	6	6	3	6	5
Job Goals:					
1: Update Micro Paver with inspections on alla town roads for future CIP's reporting. We nired Nichols consulting for the reaming contract that we signed with them to do all the road inspections and train Town staff in performing these inspections. The Data obtained was entered into Micropaver and produced an updated Maintenance plan and shoes the town has a PCI index of 82.	3	3	3	6	4
2: Get database of town improvements into one standard workable AutoCAD drawing.					
Update the Storm water system based on report from Hydro Tech, plans for improved parks and amenities, Town street improvements Josh has been working on getting the town infrastructure into the gis system so that the information is available for future tracking on maintenance. Having the GIS system up and running we will be able to track the location of the item the town maintains and keep maintenance log of that item as well in the database. This will allow the town to track and share this information so we can better plan for the maintenance of the items in the future. We have located town owned or maintained infrastructure like; street signs, street lights and meters, accessible ramps and storm drain system and the PCI of the roads we maintain. We will be locating electric meters and irrigation control boxes soon.	3	6	3	6	4
3: Work on emergency management certifications.					
 a. IS-100a and other related IS-### courses required for certification for FEMA funding in the event of emergency. 					

Gardnerville Town Manager Evaluation	Ken Miller Chair	Linda Slater Vice-Chair	Mike Philips, Sr. Board Member	Lloyd Higuera Board Member	Mary Wenner Board Member	
I have completed the training for the FEMA Cost benefit analysis for the future projects we are going to be doing within the town. This allows for me estimate the cost benefit ratio to see if we are proposing a project that will benefit the public. I have started the IS-100 class and have several more classes to complete.	3	6	3	6	3	number of questions
Career and Job Goals Comments	21	27	18	36	24	30 30

Gardnerville Town Manager Evaluation	Ken Miller Chair	Linda Slater Vice-Chair	Mike Philips, Sr. Board Member	Lloyd Higuera Board Member	Mary Wenner Board Member	
Overall Performance Rating Summary						
General Administration	63	42	45	72	52	
External Relationships	24	24	12	24	23	t 1 of t
Personal Characteristics	45	27	30	48	40	Total Number Questions not answered Not Evaluated
Personal Career and Job Function Goals	21	27	18	36	24	Total Num Questions answered Evaluated
Total Evaluation Score (sum of the categories)	153	120	105	180	139	155
Total merit increase based on the average of the combined evaluation scores divided by the number of questions	4.496774194					<u> </u>



April 30, 2013

Mr. Tom Dallaire Gardnerville Town Manager 1407 Highway 395 North Gardnerville, NV 89410

RE: PERSONNEL SESSION

Dear Mr. Dallaire,

NRS 241 permits the Gardnerville Town Board to conduct a meeting to consider the character, alleged misconduct, or professional competence of a person. Before a meeting of the kind just mentioned can take place, written notice must be given to the person who is the subject of the meeting in accordance with NRS 241.

You are hereby notified that on May 7, 2013, the Gardnerville Town Board will conduct a meeting to consider your character, alleged misconduct, or professional competence in accordance with NRS 241. This meeting will take place at 4:30 p.m. at the location listed below:

Gardnerville Town Hall, 1407 Highway 395, Gardnerville, NV 89410

A copy of this letter and proof of personal service will be provided to the Gardnerville Town Board before the meeting.

Sincerely,

Carol Louthan
Office Manager Sr.

cc: Gardnerville Town Board



April 30, 2013

PROOF OF SERVICE

I, Marie Nicholson, hereby swear or affirm under penalty of perjury, that in accordance with NRS 241, I served the foregoing NOTICE OF MEETING of the Gardnerville Town Board to consider the character, alleged misconduct, or professional competence by:

Personally serving it on Tom Dallaire, Gardnerville Town Manager, at 1407 Highway 395, Gardnerville, Nevada 89410 on this 30th day of April 2013.

Marie Nicholson

State of Nevada County of Douglas

On, April 30, 2013, Marie Nicholson, personally appeared before me, who is personally known to me to be the signer of the above document, and she acknowledged that she signed it.

NOTARY PUBLIC STATE OF NEVADA County of Douglas CAROL A. LOUTHAN

My Appointment Expires May 1, 2013