



*By Jay Fite*

*Town of Gardnerville*  
*Annual Report*  
2016



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### Town Board Members

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

### Town Staff:

Tom Dallaire, Town Manager  
Carol Louthan, Administrative Services Mgr  
Marie Nicholson, Office Specialist  
Geoffrey LaCost, Town Maintenance Superintendent  
Paula Lochridge, Main Street Program Manager

### Parks & Public Works Staff:

Ryan Clark  
Ron Grove  
Jody Martin  
Mike Plut  
Steve Thompson

### Health & Sanitation Staff

Jaired Briggs  
Michael Jacobsen  
Craig Tuthill  
Troy Wandler

Town of Gardnerville  
1407 Highway 395 N  
Gardnerville, NV 89410  
775-782-7134 Phone  
775-782-7135 Fax  
[www.gardnerville-nv.gov](http://www.gardnerville-nv.gov)

# Town Manager's Message

At the beginning of the year town staff prepares a brief year-end report for you - the resident, property owner and/or business owner within the Town of Gardnerville in order to share the accomplishments and projects completed during 2016, and to provide information on proposed projects for 2017.

## **Major highlights for 2016 were:**

- Gardnerville Station -Bramco removed the contaminated soil and the canopy. 720 tons of contaminated soils was removed from the site.
- Mill Street Improvements - We partnered with Trinity Lutheran Church to improve the north side of Mill Street and improve the drainage there replacing the curb, gutter and sidewalk from 395 to Douglas. We then replaced the valley gutter at Mill, upgraded the ADA ramps at the intersection, and installed 3 new decorative lights on Douglas Ave, paving the way to continue with the decorative lights to Gilman Ave. We intend to reconstruct the other side of Mill Street when the Mill Street crosswalk is replaced.
- Arbor Day – Planted 2 trees in the Virginia ranch detention pond with Girl Scout Troops 287 and 314 and Boy Scout Pack 8583 and 411.
- Hellwinkel Barn Work Day - Jr ROTC came out on a very windy day to stain the Hellwinkel barn. We want to thank them for the valiant effort fighting the wind and trying to stain the barn. They did get much of the area cleaned up.
- Great Race was a huge success and a big THANK YOU goes out to town staff, Main Street volunteers and all those owners of the awesome cars who participated in the car show and helped with the Great Race event. It was really a community effort and we thank you for your support. We did tie for Best Lunch Stop. Thank you Overland for supplying such a great lunch for the Great Race participants.
- Carson Valley Christmas Kickoff - Thank you for your support at the kickoff event. 10 cobbles were consumed in a record time of 35 minutes. Lantis fireworks provided another great performance and we appreciate the support of the sponsors (Sharkey's Casino, Bealls, Carson Valley Medical Center, Heritage Bank & Jonathan Parker & Yu Shimizu Parker). We continue to need additional sponsorships each year.
- Online customer service survey - The third survey was conducted and the free trash service drawing held at the kickoff event was awarded Shirley Jones. Congratulations! We thank everyone who participated in the survey and for supporting our effort in supplying residents with excellent customer service;
- 



**Gardnerville Station canopy demolition**

## **Upcoming Project for 2017**

- Trail amenities from concrete in Martin Slough Nature park to the trail behind CVMS and amenities will be going in soon
- Crosswalk Improvements – Ongoing, plans are at 95% now, and NDOT is attempting to acquire the little bit of property needed to construct those crossing improvements at Mill, High School and Mission Streets.
- CVMS is going to re-create the parent drop off access and exit separating the bus route around the school. We hope to partner with the school district on improvements to High School Street and Courthouse Alley as well.
- Kingslane Sidewalk - sidewalk installed between Judy's Window Coverings and Kingslane. Plans are complete and NDOT is reviewing them for final approval. We worked with Nevada Energy to locate a new meter onsite for required streetlights and rapid flashing beacons at this crosswalk location.
- Gardnerville Station - Applied again for CDBG funding to construct a storm water detention basin under the site and rebuild the building. Dubé Group is almost complete with the construction drawings. - work will be done as grants are obtained, or funding is identified by the town board.

On behalf of the Gardnerville Town Board and staff, our sincerest thank you for living in and doing business in Gardnerville during 2016 and best wishes for 2017. Please feel free to contact the town administrative office at 775.782.7134 with any comments or suggestions of projects, areas you would like to see improvement in, or projects you would like to see the town pursue.

Sincerely,  
Tom Dallaire  
Gardnerville Town Manager

# Administration/Parks

## Administration

Town Administration provides overall support for Town operations and serves as point in ensuring the Town Board's policies and goals are met. Department duties include accounts payable and receivable, purchasing and contracts, legal services, and public communications.

- a. The Town website is being worked on by Pronto Marketing.
- b. The Gardnerville Main Street Program continues working on ways to attract people to the Gardnerville downtown core and recognize the shopping potential offered by our downtown businesses.

## Parks and Recreation

The Parks and Recreation Department maintains community parks, open spaces, the Martin Slough area, and provides support for town activities.

- a. Received the "Tree City USA" recognition for the thirteenth consecutive year.
- b. Gardnerville was the lunch stop for the Great Race. Heritage Park was filled with beautiful historic cars from the Great Race and the Heritage Park Car Show. The Town of Gardnerville tied for Great Race Best Lunch Stop.



Great Race/Heritage Park Car Show 2016

- c. The eleventh season of Movies in the Park continued with four great movies (*Night at the Museum*, *Minions*, *Big Hero 6* and *Star Wars The Force Awakens*) for residents and visitors to enjoy at Heritage Park. This event would not be possible without the contributions of local businesses: Bodywise Physical Therapy, Carson Valley Medical Center, CLE Hospitality, Center for Advanced Eyecare, Grand Prix Express Car Wash and Northwest Martial Arts. We appreciate their support.



2016 Movies in the Park - Night at the Museum

- d. On Arbor Day 2016, the Town, along with Girl Scout Troops 287, 314 and Cub Scouts from Troop 411 celebrated by planting three trees at Carrick Pond near Wal Mart. Each scout was given a Ponderosa Pine tree to plant at home.



Arbor Day 2016

- e. Other annual events held at Heritage Park included; July 4th Freedom 5k Fun Run and Yankee Doodle Dash.
- f. The third Splash Dogs event was successful. We set up a shaded area, bleachers and port-a-potties. Water was donated by the Gardnerville Water Company.
- g. The Carson Valley Christmas Kickoff, which again featured a fireworks display by Lantis Fireworks. Entertainment, Christmas Carolers, and the musical light show. We were pleased to have the All About Dance Kids again this year. They are a wonderful addition.
- h. The Town of Gardnerville/Main Street Gardnerville had another float in the Parade of Lights.

# Parks/Public Works

- i. Public Arborist training held on November 4 to facilitate better pruning habits of town residents.
- j. Boy Scouts - Boy Scout Micah and his crew installed



JROTC - painting barns

landscaping on two of the Waterloo median islands.

- k. JROTC - The Douglas High JROTC applied stain and preservative to the Hellwinkel barns.

## Public Works

The Public Works Department maintains 40 + lane miles of local streets, the Town's storm drain conveyances, controls weeds within the public right of way, provides snow and ice control measures in inclement weather, and all other maintenance associated with the street network. Review of development projects and design of road maintenance and repair projects is provided through the Town Manager/Engineer.

## Town Projects:

- a. The Town continues to make progress on the redevelopment of the Gardnerville station (former Eagle Gas) Bramco Construction removed 720 tons of contaminated material and the canopy came down. The town will be reimbursed for the expenditures from the petroleum fund.
- b. Replaced a storm drain on Hussman for better drainage.
- c. Installed removable bollards at Carrick detention pond to deter people from driving around the pedestrian path.
- d. Installed a drop inlet storm drain in front of Battle Born Wine to improve drainage in that area of Highway 395.
- e. Repaired a failed storm drain at the corner of Toler and Highway 395. The repair involved a 35" squash pipe

connecting to a box culvert under the road.

- f. 300 trip hazards were repaired by Precision Concrete.
- g. Four ADA ramps were installed on Toler/Hwy 395
- h. New work order system implemented with tablets/online access for maintenance staff.
- i. Purchased a Dodge Ram

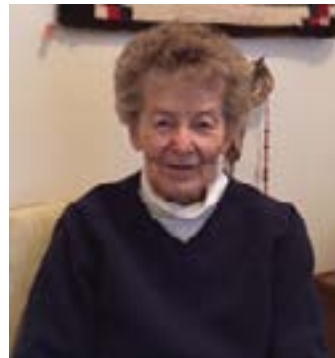
## Completed Development Projects within the town:

- a. Reviewed and approved a memorial wall and easement abandonment for St. Gall Church
- b. Trinity Lutheran Church parking lot at the corner of Mill and Douglas was completed. The Town did pavement repair, and installed new street lighting along Douglas as part of the project.

## Health & Sanitation

The Health and Sanitation Department collects and transports both residential and commercial municipal waste, performs street sweeping, operates the curb-side greenwaste pickup program, and maintains the Town's fleet of collection vehicles.

- a. Third online town customer service survey completed by residents and raffle held for a year's free trash service awarded to Shirley Jones, a residential trash customer.



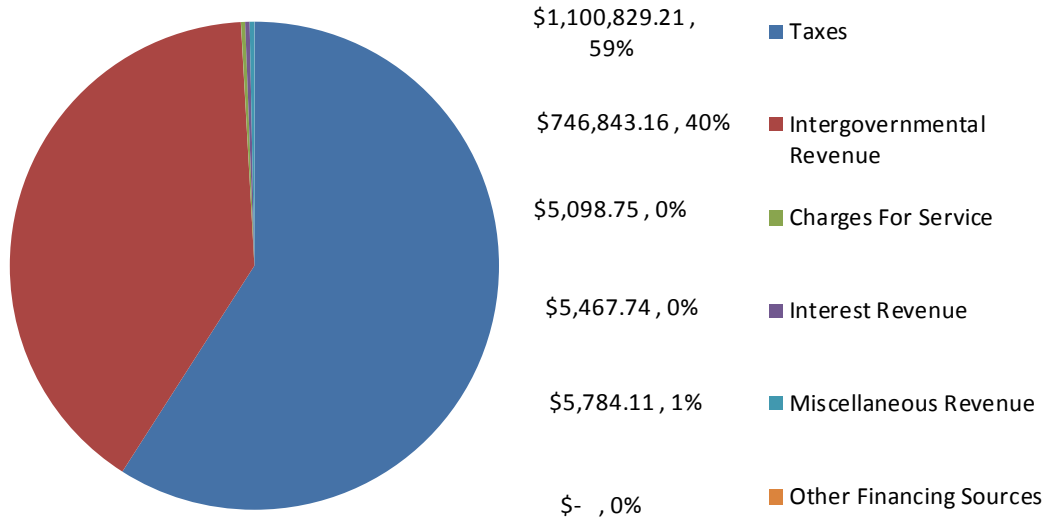
SHIRLEY JONES, WINNER OF A YEAR'S FREE TRASH SERVICE

We thank everyone for filling out the town survey. Stay tuned to the town website for the 2017 customer service survey.

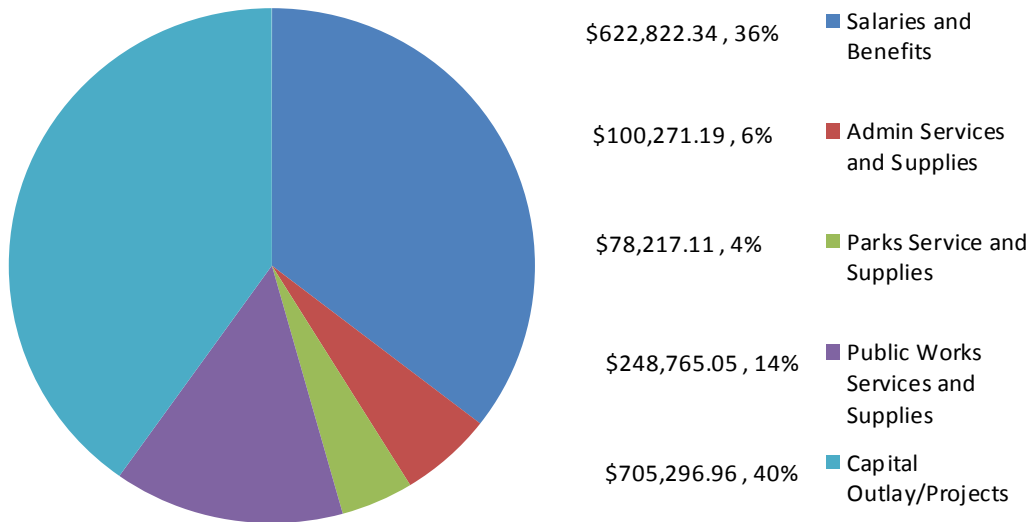
- b. Continued maintenance of all town vehicles.
- c. We are still working with Douglas Disposal to try to get a better rate for dumping local. We hope to see that accomplished in 2016.
- d. We will be working with Douglas Disposal and the Town of Minden starting in February 2016 on a trial recycling program.

# Fiscal Year 15/16

## Fund 610-Gardnerville - Revenue



## Fund 610-Gardnerville - Expenses

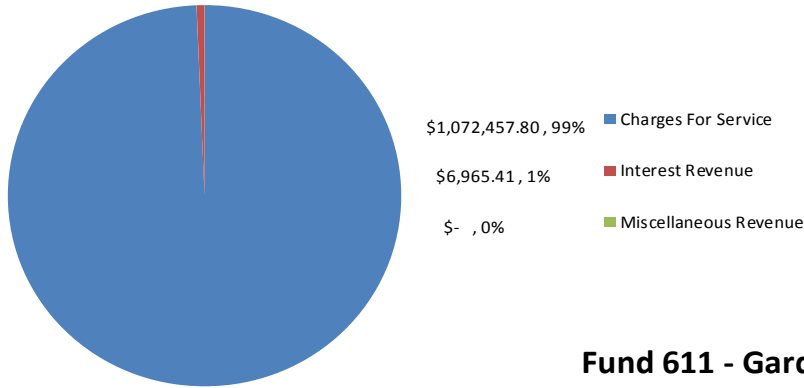


**610 IS THE TOWN ADMINISTRATIVE FUND  
ADMINISTRATION, PARKS AND PUBLIC WORKS IS PROVIDED BY THIS FUND.**



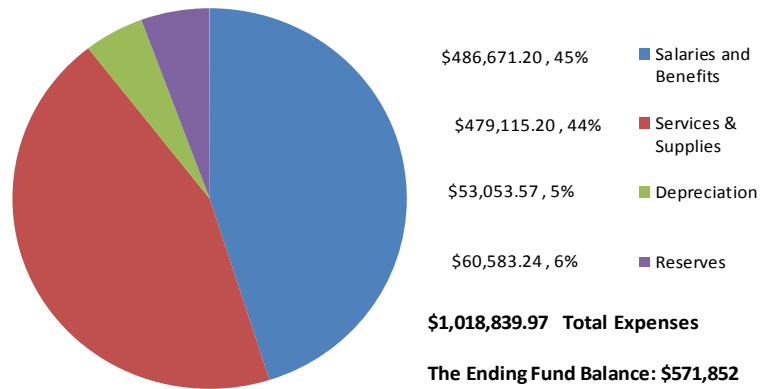
# Fiscal Year 15/16

## Fund 611-Gardnerville H&S - Revenue

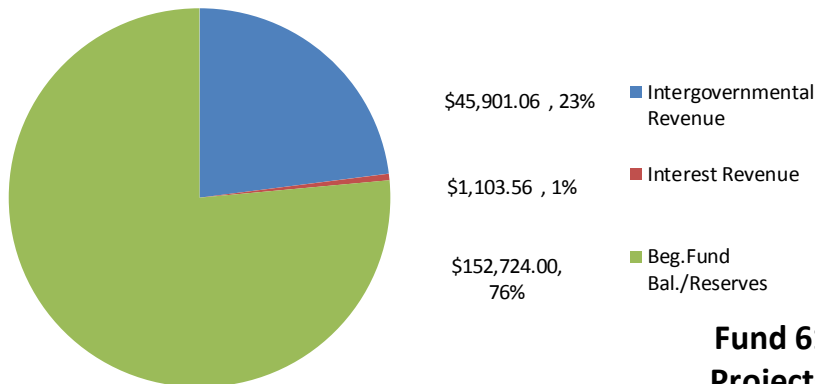


*THE 611 FUND IS THE TOWN THE TOWN ENTERPRISE FUND THAT OPERATES THE HEALTH & SANITATION DEPARTMENT*

## Fund 611 - Gardnerville H&S - Expenses

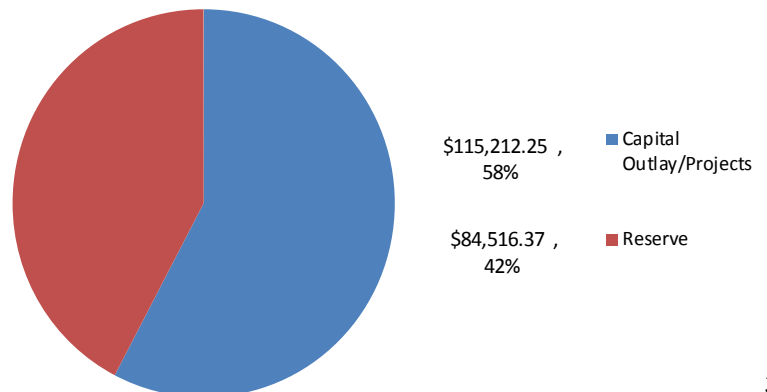


## Fund 614 - Gardnerville Capital Projects/Equipment - Revenues



*THE 614 FUND IS USED FOR CAPITAL PURCHASES ON PROPERTY, VEHICLE OR EQUIPMENT.*

## Fund 614 - Gardnerville Capital Projects/Equipment - Revenues



# Main Street Gardnerville

## Highlights of Main Street Gardnerville Accomplishments

### Organization Committee

1. Around 5,000 volunteer hours were logged at an approximate value of \$115,000. (Figures are still being collected at time of this posting.)
2. Creation of sponsorship packets to launch fundraising efforts to support events and projects.
3. Organize quarterly Main Street Mingles to offer an opportunity for residents/business owners to become better engaged within our community.



### Promotion Committee

1. Hosted the Great Race, in partnership with the Town of Gardnerville with attendance of approximately 2000. Hosted the first annual Heritage Park Classic Car Show in conjunction with the Great race, we had 72 entries.
2. Partnered with East Fork Gallery on their annual Scarecrow Festival to take place with the Heritage Park Gardens Fall Festival event.
3. Assisted Carson Valley Chamber of Commerce with their Parade of Lights event, in partnership with the Town of Gardnerville, with a parade entry and an announcing stand at the Museum

### District Vitality (formerly Economic Restructuring) Committee

1. Began a Virtual Vacancy Tour campaign to promote vacancies within our district.
2. Established relationships with many Property Managers/Owners to move forward with the vacancy tours and possible recruitment of new businesses.
3. Recruited new members for the District Vitality Committee.

### Design Committee

1. One new bench was installed within the district, located at the Record Courier Center with two more ordered and ready for installation in 2017. All benches were decorated for the holidays.
2. Purchased more lamp post banners so that there is one on each light pole throughout our district. These banners will be up from January until the Flower baskets are hung.
3. Managed The Heritage Park Garden Projects with a volunteer subcommittee:
  - a. Rented 15 individual spaces for people to grow their own vegetables and flowers.  
6 additional spaces were used by participants in the Sharing Garden program and 3 more plots gardening and one planted by the Master Gardeners featuring herbs and strawberries.  
2 demonstration beds – one on square foot gardening and one planted by the Master Gardeners featuring herbs and strawberries.  
There were a total of 26 spaces under cultivation in the main garden area.



Main Street Flowers

Children's Garden

