

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on the Plan for Prosperity update and selection of the Citizen Advisory Committee members; with public comment prior to board action.
2. **Recommended Motion:** Based on Board direction on recommending two (2) to three (3) applicants to participate on the Citizens Advisory Committee.

**Funds Available:** ☐ Yes ☒ N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** January 2, 2018 **Time Requested:** 15 minutes

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

**Background Information:** The Plan for Prosperity update: Town staff is assembling three (3) committees to assist with the Plan for Prosperity update process.

**Technical Advisory Committee (TAC);** Consisting of town & county staff, professionals in a given field that wanted to participate.

**Citizens Advisory Committee (CAC);** consisting of a representative from; Chamber, Visitors Authority, and the Douglas Business Council, and joining two (2) or three (3) residents of the towns of Minden and Gardnerville.

**Stakeholder Advisory Committee (SAC);** consists of property owners of the properties the town boundary could expand over. See next page;

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

**Background Continued** - This initial trip to the valley the team will be meeting with the groups to discuss the needs, issues, and concerns. They will be discussing how the process will proceed over the next nine months. We are planning a public workshop that the consultants will host during the next trip into town. Both Jen (Minden town manager) and I felt it was short notice to inform the public and expect them to participate in an effective public workshop in January, at the same time as the Main Street National will be in town doing a public workshop they have been advertising for the past two months.

**Preliminary** list of the committees

**TAC:**

Heather Ferris, DC planning manager  
Louis Cariola, DC senior planner  
Dave Brady – Chamber / resident  
Rob Anderson – Ro Anderson  
Eric Schmidt – DC GIS

**SAC:**

Butch Peri  
Doug Curtis  
Frank Godecke  
David Park  
Pete Dube – Dube Group  
Mike Gilbert – Rep for David Park & Mike Pegram  
Carlo Luri – Rep for Bently Enterprises  
Jack Jacobs – Jacobs Berry Farm

**CAC:**

Visitors Authority Rep – Heidi Saucedo (Gardnerville Resident)  
Chamber Rep – Bill Chernock – Executive Director  
Business Council Rep – Shannon Albert – Carson Valley Medical Center  
– Renea Louie – Executive Director  
Jan Vandermade (CVVA & Minden resident)  
Gardnerville Resident  
Gardnerville Resident  
Gardnerville Resident  
Minden Resident  
Minden Resident  
Minden Resident



2018  
PLANS FOR PROSPERITY UPDATE  
CITIZENS ADVISORY COMMITTEE  
APPLICATION



Would you like to help?

DEC 26 2017

The Towns of Gardnerville and Minden need your help to update the Plans for Prosperity for Gardnerville and Minden. The update will address several driving policy issues, including: transportation, land use, economic development, urban services, housing, regional drainage concepts and community character. Because the final draft of these plans cannot be successfully implemented without the participation and valued input of those who will be most impacted, the Towns are looking for two (2) or three (3) residents from each town to join representatives of the Carson Valley Visitors Authority, the Chamber of Commerce, the Douglas County Business Council and the Carson Valley Arts Council as members of a Citizens Advisory Committee dedicated to assisting with the update. Members of the committee should be prepared to commit to 5-10 hours during the months of January, March, July or August and September. During this time the committee members will discuss and identify critical issues facing the towns, and serve as a sounding board to vet ideas and concerns.

We strongly encourage you to consider helping to shape the community plans for the towns. Please do not hesitate to contact us if you have questions or concerns about this process. We look forward to working with you to develop plans focused on vibrant, thriving communities, honoring the unique history of each town and addressing the future needs of the Carson Valley.

Copies of the existing Plans for Prosperity for each town are available upon request. If you wish to be considered for appointment to the Citizen's Advisory Committee, please fill out the application below.

Are you a Town of Gardnerville or Minden Resident? ☒ Yes ☐ No, If yes, how many years? 12

Name: Brian Trute

Physical Address: Douglas Ave

Mailing Address: Same

Email Address: \_\_\_\_\_

Occupation: Firefighter / Paramedic

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:

I have plenty of free time with my job and with my 30 yrs in Douglas County I have an interest in the area. I plan to run for Town Board so this would be a great start

If you wish to provide further information, please email it to [togville@douglasnv.us](mailto:togville@douglasnv.us) by December 28, 2017.



**2018**  
**PLANS FOR PROSPERITY UPDATE**  
**CITIZENS ADVISORY COMMITTEE**  
**APPLICATION**



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Are you a Town of Gardnerville or Minden Resident? ☒ Yes ☐ No, If yes, how many years? 12

Name: Douglas Robbins

Physical Address: Waterloo Lane

Mailing Address: same

Email Address: \_\_\_\_\_

Occupation: Retired business owner

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
Presently elected board member on the "East Fork Swim Center"..... retired business owner, Ex-Green-Beret, Univ. Ag Engineering & Ag consulting & management. Have been involved with: Union navigations, OSHA, USDA, USFS, BLM, state restrictions and laws. Large emphasizes on safety. Budget accountability. Working within the community guidelines as a "board member"!  
Would be interested in bringing forward 40 years of business experience in areas that would benefit the community. Land planning, forward thinking towards a "new" outlook for future planning.  
Please contact me if any or all interest the community Advisory Committee! Thank you

If you wish to provide further information, please email it to [togville@douglasnv.us](mailto:togville@douglasnv.us)



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Are you a Town of Gardnerville or Minden Resident? ☒ Yes ☐ No, If yes, how many years? 12

Name: RICK TOWNER

Physical Address: KINGSLANE CT

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

Email Address: \_\_\_\_\_

Occupation: RETIRED

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
CURRENTLY A TRUSTEE OF THE DOUGLAS COUNTY HISTORICAL SOCIETY  
INTERESTED IN PRESERVING HISTORY IN DOUGLAS COUNTY  
INTERESTED IN EXPLORING VEHICLE BYPASS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Are you a Town of Gardnerville or Minden Resident? ☒ Yes ☐ No, If yes, how many years?<sup>1</sup>\_\_\_\_\_

Anita Everts

Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_ Jacobsen Ln. (not in the town)

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

Email Address: \_\_\_\_\_

Occupation: Retired \_\_\_\_\_

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
After careful consideration, I chose to move to Gardnerville, not only because of the beautiful environment but also because of the demonstrated pride that the community showed in preserving, enhancing, and sharing the bountiful beauty that one is given the opportunity to enjoy by becoming a resident. I was also impressed by the willingness of the residents to accept a new "outsider" with their friendliness and inclusiveness. I would consider it a privilege to be able to contribute to this community and to ensure that it's residents continue to benefit from and participate in the assets of this rural community. Thank you for considering my application.

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Are you a Town of Gardnerville or Minden Resident? ☒ Yes No, If yes, how many years? 5 1/2

Name: DOUGLAS STIMPSON

Physical Address: CONNER WAY GARDNERVILLE 89410

Mailing Address: SAME (not in the town)

Email Address: \_\_\_\_\_

Occupation: TEACHER

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
MOVED TO GARDNERVILLE AND LOVE THE CITY. CURRENTLY  
TEACHING IN CARSON CITY. RETIRED 5 YRS AGO FROM VP  
POSITION WITH A MODULAR MFG. CO. BUILDING SINGLE FAMILY,  
MULTI-FAMILY HOUSING AS WELL AS COLLEGE DORMS, APT'S  
AND MILITARY BARRACKS. I BELIEVE MY BACKGROUND  
WOULD BE A POSITIVE ADDITION TO THE ADVISORY COMMITTEE.

If you wish to provide further information, please email it to [togville@douglasnv.us](mailto:togville@douglasnv.us) by December 28, 2017.

PRESIDENT OF PINEVIEW ESTATES HOA



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Are you a Town of Gardnerville or Minden Resident? ☒ Yes ☐ No, If yes, how many years? 4.5

Michael Schuman

Name: \_\_\_\_\_

Physical Address: Beverly Way, Gardnerville, NV 89460

*(not in the town)*

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

Email Address: \_\_\_\_\_

Occupation: Civil Engineer, Retired

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
I would like to assist in planning updates to the Minden/Gardnerville community in  
which I have enjoyed living for over four years. I moved here after retirement for the  
small town atmosphere and friendly environment. New housing and traffic concerns  
are of upmost importance, and I would like to share my experience as a civil engineer  
to this endeavor.

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Are you a Town of Gardnerville or Minden Resident? Yes No, If yes, how many years? not yet

Deni Caster

Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_ will be: not in the town

Mailing Address: Springfield Dr, Gardnerville, NV 89460

Email Address: \_\_\_\_\_

Occupation: retired from Administrative Mgmt, Operations and Human Resource Mgr

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
In the past 3 years I have become very involved in understanding the process of development in Fremont CA and have been a strong advocate for smart growth. I am currently a member of a group of 8 who have won a lawsuit against the City of Fremont for not requiring that Lennar be required to conduct a full EIR on a particularly contentious site in a historical overlay district. I am known as the group researcher. I am thrilled to be moving to Gardnerville, and while I realize and agree that growth needs to happen, I am one who believes in consistency and congruity in developments, with infrastructure and commercial planning to be on the fore front

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Are you a Town of Gardnerville or Minden Resident? ☒ Yes No, If yes, how many years? 2.5

Name: Andrea Young

Physical Address: Jo Ln Gardnerville NV 89410 not in the town

Mailing Address: Same

Email Address: \_\_\_\_\_

Occupation: Homemaker

Contact Phone# \_\_\_\_\_

1. Please provide a statement reflecting your interest in participating in this process:  
Hi my name is Andrea I'm the mother of a toddler and plan to live and raise my son in Gardnerville for many years to come. My family and I relocated to Gardnerville from Sparks because we wanted a better quality of life. I am interested in seeing Douglas County grow and would be grateful to be part of your committee. I feel that my past experiences of having lived in other cities and states would be beneficial in shaping my opinions. I have seen first hand what has and hasn't worked. I'm excited for the possibilities of Gardnerville and the neighboring town of Minden. My professional background is in Title and Escrow. Thanks for your consideration.

If you wish to provide further information, please email it to [togville@douglasnv.us](mailto:togville@douglasnv.us)

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for December 2017.

2.

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

4. **Department:** Administration

5. **Prepared by:** Tom Dallaire

6. **Meeting Date:** January 2, 2018 **Time Requested:** 5 minutes

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

**Background Information:** To be presented at meeting.

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

9. **Board Action:**

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for December 2017.
2. **Recommended Motion:** No action required.  
**Funds Available:** ☐ Yes ☒ N/A
3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** January 2, 2018 **Time Requested:** 5 minutes
6. **Agenda:** ☐ Consent ☒ Administrative

**Background Information:** See attached report.

7. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A
8. **Board Action:**  

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Continued



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

## **Town Manager Monthly Report January 2018 Board Meeting**

- A. Gardnerville Station (former Eagle Gas):** The County approved the minor design review. We need to get the corrections done by Dube at the first of the year. Dube is preparing the contract docs for GOED Review. They should start this after the holidays.
- B. 395 Crosswalks:** I heard from NDOT right-of-way. We are trying to set up a meeting with them after the first of the year to review their concerns.
- C. Kingslane Sidewalk Project:** I met with Tim to see what we can cut out of the project for Kingslane to reduce the costs. I should have the response to that meeting in mid-January. As you may recall last month, NDOT offered to handle this project on their end if the project could be reduced down to under \$220,000.
- D. Toiyabe Storm Drain Project & Maintenance Yard Plans:** - Contractor sent over approval for comment and approval. They plan to begin construction at the beginning of the year. I did sign an agreement with NV Energy on the design of the underground project. I filled out a new permit application and submitted that to NDOT for final review and approval.
- E. Nature Trail Improvements and Storm Drain Outlet:** Nature trail is installed. Take a look at it and please let me know your thoughts or concerns. We did put a little bit of fill in there for the 10' path. It will not be a full 14 feet as I was concerned for the room it was taking up. We could remove some material from the south side of the pond to displace the fill material we installed there. Impact and V7C did a great job on the concrete and installation of the shelters. We are filing the paperwork with the state this week – 12/28 - so that we can get reimbursed by them. I have confirmation that they liked the project and we need to get the sign-up Thursday. The storm drain portion of this project needs to be budgeted and completed in the future so that a street cul de sac could be built in the future. Is this something the board would like brought back to them for discussion?
- RO Anderson staff did contact me about the street improvements along Maple Street adjacent to the New Church on Gilman Sounds like they are getting the construction plan prepared now. If there is to be driveway access to the Slaughterhouse parcel, the 25 year event needs to be conveyed under the driveway.
- F. 395 Sidewalk @ the French:** I need to get with the property owners on the project. We're waiting on video confirmation of the pipe condition.
- G. Heritage Park Right-of-Way Issues:** I have requested a meeting with Jennifer and Mimi about this project.
- H. Office Items:**
- 1 Attended the East Fork EOC 2-day training this month. The town will be more involved with supporting the county in their flooding needs, road closures and assistance where/when needed.
  - 2 Review and provide direction on the Martin Slough Project.
  - 3 Reviewed the request by CHASE Bank to re-hear the bank entrance issues, specifically on the January agenda.
  - 4 Looking at info signs and what we can replace the multiple signs with in the Gilman Ponds area.
  - 5 Spent a lot of time contacting and calling folks to apply for the CAC Positions, and Technical Advisory Group. Coordinating with Minden on the Plan for Prosperity update.

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.

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

**Funds Available:** ☐ Yes ☒ N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** January 2, 2018 **Time Requested:** 10 minutes

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

**Background Information:** To be presented at meeting.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

**FOR IMMEDIATE RELEASE**

Contact: Debbi Lehr  
Phone: 775.782.8027 Ext. 224  
Email: [debbi@mainstreetgardnerville.org](mailto:debbi@mainstreetgardnerville.org)  
Web: [mainstreetgardnerville.org](http://mainstreetgardnerville.org)

**GARDNERVILLE TO TAKE PART IN NATIONAL PROGRAM TO  
TRANSFORM HISTORIC DOWNTOWN**

(Gardnerville, NV ~ December 12, 2017) - The National Main Street Center has announced that the Main Street program in Gardnerville, Nevada will take part in national program to bring renewed economic prosperity to the community. Through a combination of community engagement, market analysis, and organizational positioning, Gardnerville will establish a series of key, market-driven transformation strategies designed to elevate and focus the community's resources and capacity on building a sustainable competitive advantage within the downtown.

In advance of the visit from National Main Street Center staff, a community survey will be issued, available below and on the Main Street Gardnerville website, to gather opinions about downtown now and how the community would like to see downtown continue to develop in the future. Survey results, along with market data will be shared during a technical assistance visit by Nevada Main Street and the National Main Street Center on January 10<sup>th</sup> at Douglas County Community Center 1329 Waterloo Lane, Gardnerville. All are welcome and encouraged to attend.

**Stakeholders Meetings Wednesday, January 10, 2018**

3:00pm-3:45pm	Elected, city, county, officials	Douglas Community Center
3:50pm-4:35pm	Property owners and developers	Sr. Dining Room
4:40pm-5:15pm	Business owners	1329 Waterloo Lane

**Public Meeting & Celebration Wednesday, January 10, 2018**

6:30pm-8:30pm	Open to all	Douglas Community Center
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"We are fortunate to have the full support of the town's manager and board in all our efforts and look forward to having a state and national program to provide us further insight and guidance on how to grow and strengthen our existing program." stated Linda Dibble, current Board of Directors President for Main Street Gardnerville. "We are beyond thrilled to be entering our 10th year of the program with the privilege of being designated the first Nevada state program and to be a part of the National Main Street Center. What better way to celebrate our last ten years of hard work." said Main Street Gardnerville Executive Director, Debbi Lehr.

"We are pleased to have Gardnerville participate in this program to implement the Main Street Approach," said Matt Wagner, Vice-President of the National Main Street Center. "It's important that organizations such as Main Street Gardnerville can position themselves to be more market-driven, and tackle the hard work of downtown revitalization. The refreshed Main Street Approach reinforces the value of community engagement and investment, fosters an increased understanding of existing market conditions, and promotes strategy and result-driven focus for the successful transformation of downtowns and urban commercial districts.



1407 Main Street; US Hwy 395 N.  
Gardnerville, Nevada 89410  
T. 775.782.8027 | F. 775.782.7135

Main Street Gardnerville assists our community in creating a downtown and economic environment where local businesses thrive. Main Street Gardnerville is locally organized, run, and funded. We will continue to assist in filling vacant store fronts, focus reinvestment in the downtown district, and support small businesses. Such past projects have been rehabilitating dilapidated buildings with such projects as our "Sidewalk Gallery" until such properties can be put back into the tax rolls. Main Street Gardnerville is an incremental program that ultimately can and will make a dramatic difference.

Please feel free to share this survey link, with friends, family and business associates. The survey will close on **Wednesday, January 3, 2018.**

<https://www.surveymonkey.com/r/RC35X3Q>

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#### **About Main Street Gardnerville**

*Main Street Gardnerville (MSG) is a 501 C 6 non-profit organization in Gardnerville, Nevada. Established in 2008, is proud to be the first Main Street association in Nevada. Advocates a return to community self-reliance, local empowerment, and the rebuilding of traditional commercial districts based on their unique assets. The National Trust Main Street Program offers a revitalization framework that operates around four categories, providing the keys to successfully preserving and revitalizing historic downtown.*

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

#### **About the National Main Street Center**

*The National Main Street Center has been helping revitalize older and historic commercial districts for more than 35 years. Today, its Main Street America network of more than 1,600 neighborhoods and communities, rural and urban, share both a commitment to place and to building stronger communities through preservation-based economic development. The organization is a non-profit subsidiary of the National Trust for Historic Preservation. Visit <http://www.mainstreet.org>*