



## GARDNERVILLE TOWN BOARD

1407 Highway 395 N.  
Gardnerville, Nevada 89410  
(p)775-782-7134 (f): 775-782-7135  
[www.gardnerville-nv.gov](http://www.gardnerville-nv.gov)

### Meeting Agenda

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

Tuesday, July 2, 2013

4:30 p.m.

Gardnerville Town Hall

### MISSION STATEMENT

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

Copies of the finalized agenda are posted at the following locations prior to meeting day in accordance with NRS Chapter 241: Gardnerville Town Offices, Gardnerville Post Office, Carson Valley Chamber of Commerce and Visitors Authority and the Douglas County 8<sup>th</sup> Street Historic Courthouse. The agenda is also posted on the Internet at [www.gardnerville-nv.gov](http://www.gardnerville-nv.gov). All items shall include discussion and possible action to approve, modify, deny, or continue.

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 89410, or by calling (775) 782-7134 at least 24 hours in advance.

**Notice regarding NRS 237:** The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements. When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237-030 et seq. with respect to items on the agenda, and determines that each Rule which is on the agenda for which a BIS has been prepared does impose a direct and significant economic burden on a business or directly restricts the formation, operation or expansion of a business, and each Rule which is on the agenda for which a BIS has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business.

**Notice:** Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

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

**PLEDGE OF ALLEGIANCE- Tom Dallaire**

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

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

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

**June 4, 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 June 2013 claims**
4. **For Possible Action: Approve a special event application for American Diabetes Association Fundraiser scheduled for August 3, 2013 at Heritage Park and waive park fees.**
5. **For Possible Action: Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Tahoe Douglas Elks Lodge #2670 for the Summerfest/Carnival scheduled for July 23-28, 2013 at Lampe Park.**



## GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

6. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Capital Classic Productions for the Main Street Event car show, August 16-18, 2013 in downtown Minden and Lampe Park.
7. **For Possible Action:** Approve appointments of Dorette Caldana, Kenneth Garber and Margaret Pross to the Main Street Gardnerville Board of Directors.

### **ADMINISTRATIVE AGENDA**

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

8. **Not for Possible Action:** Public outreach presentation on conducting energy audits on small businesses, and agriculture facilities of any size to lower energy consumption and make business more sustainable through savings on energy bills. Presentation by Rachel Cason, Marketing, Desert Research Institute. (approx. 20 minutes)
9. **For Possible Action:** Discussion of a work plan for the Eagle Gas property, APN: 1320-33-402-075; 1395 Highway 395 N., Town of Gardnerville, within the Main Street District. The discussion includes: demolition of the existing facilities and amenities, options for the proposed improvements, and other matters properly related thereto, with public comment prior to board action. (approx 30 minutes)
10. **For Possible Action:** Discussion and provide direction to staff regarding the concerns recently expressed by two of the local business owners adjacent to the Town's roadside trees located within downtown Gardnerville, and discussion of installing a single roadside tree and sidewalk at 1462 Highway 395, (APN: 1320-33-401-011), with public comment prior to board action. (approx 30 minutes)
11. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities. (approx 15 minutes)
12. **For Possible Action:** Discussion on an ADA transition plan and award up to \$19,200 for a contract to conduct a sidewalk and accessible ramp survey to provide data for and possibly prepare an ADA transition plan for the Town of Gardnerville, with public comment prior to board action. (approx 20 minutes)
13. **For Possible Action:** Discussion on amending the NHC (Northwest Hydraulic Consultants) existing contract by placing the existing contract Task 3 on hold, adding the additional channel analysis using Flo-2D model and provide final improvement plans, revise the hydraulic report and provide a final presentation to the board and the public for an amount, not to exceed, \$39,525.00, with public comment prior to board action. (approx 15 minutes)
14. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for June 2013. (approx 5 minutes)
15. **Not For Possible Action:** Discussion on the Town Manager/Engineer's Monthly Report of activities for June 2013. (approx 10 minutes)
  - a. **For Possible Action:** Approve, deny or modify a design for ornament handout at NLC/NACO conference, with public comment prior to board action. (approx. 5 minutes)

### ***Adjourn***

July 4<sup>th</sup>, Freedom 5K fun run/walk, Heritage Park  
July 5<sup>th</sup>, Movies in the Park, Heritage Park – Despicable Me  
July 18<sup>th</sup>, Thirsty Third Thursday Wine Walk  
July 26<sup>th</sup>, Movies in the Park, Heritage Park - Brave

Next Regular Board Meeting – August 6, 2013



## GARDNERVILLE TOWN BOARD

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### Meeting Agenda

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

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Tuesday, June 4, 2013

4:30 p.m.

Gardnerville Town Hall

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4:30 P.M.

 **Chairman Miller called the meeting to order and made the determination a Quorum was present.**

PRESENT:

Ken Miller, Chairman

Linda Slater, Vice-Chairman

Mike Philips

Lloyd Higuera


Mary Wenner

Mike Rowe, Town Counsel

Tom Dallaire, Town Manager/Engineer

Paula Lochridge, Main Street Manager

Carol Louthan, Office Manager Sr.

 **PLEDGE OF ALLEGIANCE- Ms. Wenner led the pledge of allegiance.**


 **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 unanimously.**

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**  
**May 7, 2013 Regular Board meeting, with public comment prior to Board action.**

**Motion Higuera/Slater to approve the minutes as presented.**

No public comment.

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

 **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.

Ms. Wenner was told when she was leaving the office today that within a half hour the town will be the proud owner of the gas station.

No further public comment.

 **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**  
Read and noted.

2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities Accepted.
3. **For Possible Action:** Approve May 2013 claims Approved.
4. **For Possible Action:** Approve Budget Transfers for fiscal year 12/13 Pulled for discussion.
5. **For possible Action:** Approve the minor modification to the 613 debt fund for the 13/14 budget. Approved.
6. **For Possible Action:** Approve a special event application for Austin's House Poker Run Fundraiser scheduled for September 7, 2013 at Heritage Park and waive park fees. Approved.
7. **For Possible Action:** Approve a special event application for the American Cancer Society's team spirit rally for Relay for Life, June 12, 2013 at Heritage Park and waive park fees. Approved.
8. **For Possible Action:** Approve a special event application for a Celebration of Life Ceremony scheduled for July 20, 2013 at 9:30 a.m. at Heritage Park. Approved.
9. **For possible action:** Approve a grant in the amount of \$3,500.00 from Carson River Sub Conservancy District to assist in the Cottonwood slough stream restoration project, in which the town contracted with Nevada Division of Forestry in the estimated amount of \$7,834.24, and authorize the chairman to sign the contract with the Carson River Sub Conservancy District. Approved.
10. **For Possible Action:** Approve the letter of support to send with the grant application, the Town's \$25,000 in match funds for the Nevada Department of Transportation (NDOT) Transportation Alternative Program (TAP) grant which will fund the construction of the Martin Slough multi-modal trail extending from the Martin Slough Ponds to Lucerne Avenue, and the Town's commitment to maintain said trail within the town of Gardnerville. Approved.

Vice-Chairman Slater asked to pull item 4 for further discussion.

**Motion Higuera/Philips to approve the consent calendar with item 4 pulled for discussion.**

No public comment.

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



**Item 4. For Possible Action: Approve Budget Transfers for fiscal year 12/13**

Mr. Dallaire gave board members the new budget transfer sheets before the meeting. There were some differences in our numbers that we put in the budget but didn't make it to the final budget. We are waiting for a report on staff time to see where the differences lie. In benefits there was a discrepancy between the final approved budget and the numbers in my worksheet that were typed in. I am pulling a report on the personnel side to see what the differences were. We moved money around so it wasn't a negative number.


**Motion Higuera/Wenner to approve item 4 from the consent calendar.**

No public comment.

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

#### **ADMINISTRATIVE AGENDA**

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

11.  **For Possible Action:** Discussion on the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$24,468.41 for fiscal year 2013-2014 with public comment prior to Board action. Appearance by Bruce Hollander, Warren Reed insurance, with public comments prior to board action.

Mr. Hollander came on a pleasurable note tonight. The annual premium for the town went down from last year. Last year it was \$26,000 in round figures and this year it is \$24,468.41. In addition, there have been improvements in coverage. Property values have been increased two percent and it also includes about a \$60,000 increase in values for the additional equipment through the last year. Also this year the pool has added coverage called cyber security.

This coverage is basically for loss that the town may incur or be liable for for loss of personal information from the computer system. It would include claims for loss of income from people, or claims from people who have had their personal information lost and they use it to obtain information or charges through credit cards. Also included they would provide a security expert to determine the cause of the breach and the extent of the breach and services of an attorney to determine your obligations and assist you in notifying the individuals that are affected by the breach. If you desire to provide identity theft protection the coverage would also provide a contractor to provide those services to the affected individuals and services of a public relationship consultant if needed to keep your image intact and you won't incur any of the other losses.

Vice-Chairman Slater asked if the property has increased and equipment has increased why did the rates decline.

Mr. Hollander stated it was pool-wide. The vast majority of participants in the Nevada Public Agency Insurance Pool saw their premiums go down from the previous year. It is a combination of good loss experience and obtaining what they call the excess insurance at a more reasonable cost.

Mr. Philips appreciates every dollar you can save us.

No public comment.

**Motion Higuera/Slater to accept the insurance renewal proposal from the Nevada Public Agency Insurance Pool and approve the payment of \$24,468.41 out of the 2013/2014 funds. Motion carried unanimously.**

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

Mrs. Marrone runs the Third and Curry Street Market in Carson City. I had approached the Carson Valley Inn about having a market there. The events center would not be done until August. I just wanted to express my opinion on why you should move your market from Lampe to your downtown. With the objective of Main Street it would be beneficial to you both as your goals and economically to have the market back here. The businesses around the market, for the four months the market is in progress, the tax base and sales are bumped. Carson City pays for a lot of things for our market, but our market is local. We have over 15 Nevada farmers in our market and 15 local businesses that are in the redevelopment district. We also partner with over 15 coming and going nonprofits. Our market never looks empty. We encourage people to walk, or bike to the market. We have a bike ballet. We offer free water. To get in the market you have to grow it, make it, or bake it. We don't want things in the market you can get at a variety of other places. We want things that are unique to Nevada, to Carson City and to the surrounding areas. We advertise our market. We are on Facebook. We have a website. We are members of the Farmers Market Coalition. We are members of Nevada Certified Farmers Market Association. If you look in this folder we were written up in a national magazine two years ago, Country Women. We have been in the paper many times. We put out recipes. We do cooking demonstrations at the market. We've done canning classes at the market. We really try and promote everything at the market. We have a billboard on a trailer off the main street across from the Ormsby House. Your market is stagnant. Whether you choose myself or Steve or you open it up for anyone, I think you need to look for someone that is interested in the food movement, vendors, has a local vibe and knows what is going on.

Ms. Wenner asked if all the vendors from Carson will come down here.

Ms. Marrone did not know. We have a shortage of farmers. The newest up and coming farmers are women, 40 percent. Some of them could not come on a weekday. We have farmers from Yerington, Fallon, Silver Springs, Carson, Silver City. Whenever you start a new market people want to know how can you ensure I will make money. Rick Latin is one of the premiere farming families in Nevada. For the past three years Rick has sold more at our market than the Reno market. I think the market starts and if you have a good turnout people start talking. Right now our market is overfull.

Chairman Miller pointed out we don't have anything to do with the farmers market in Lampe. If your market comes, they would be competing against them on the same day.

Mrs. Marrone believed the market that is better run, has better vendors, has better produce and that is downtown

is going to draw more people.

Chairman Miller asked if the market is successful and Carson Valley Inn says you can come down to their pavilion and hold the market, what happens to the market here.

Mrs. Marrone is just presenting the idea. I wanted to come and make the pitch. Is Heritage Park the right place? I don't know. Is Carson Valley Inn the right place? I don't know. In my opinion, I think the park is a better place than a casino.

Chairman Miller called for public comment.

Mrs. Lochridge stated, on behalf of Main Street Gardnerville, in the beginning of the program one of the goals was to have a farmer's market in the district. Since our program has evolved we have Heritage Park Gardens and it would be a perfect fit. I like the idea in the evening. I was curious if Carson doesn't go forward would they be able to do it in the evening on Wednesday.

Mrs. Marrone didn't know. It might be a concern of some of the farmers.

Kurt Hildebrand, Record Courier, received a note from the Recreation Department that the Lampe farmers market will not be open tomorrow because of Carson Valley Days.

Ms. Wenner has dealt with the Latin Farm in Fallon and all you have to do is call them if you want something delivered on Saturday and they will bring it. It would be nice if they would just bring it here.

Mrs. Slater liked the idea. Maybe you and Tom can work out some issues and it might be something we can move forward with as a partner.

Carol Sandmeier thought the concepts are important. That it is local. We want it to be something other than a craft fair. We want it to provide food and address the better health of the community. If we were to have anybody run that market somebody with an approach like hers would be the person to do it. It certainly coincides with all we are trying to do with the community garden too.

Public comment closed.

Chairman Miller had discussed a flat fee of \$100 per month. That would give her a chance. It would just pay our expenses for the street closures and things like that. The other concern is the dynamics of having it on a Wednesday morning. Linda made a good point that people work during the day and we don't have the shoppers.

Mrs. Marrone didn't think it went with the Main Street theory, having the market when businesses are closed.

Vice-Chairman Slater agreed there is more accessibility in the lunch hour.

Mrs. Marrone mentioned the morning market the food will look better and it will be fresher. I can tell you whether I can do morning or afternoon after the meeting in Carson. If a new market comes in it could be the demise of one or the other two. It happens in business. A benefit to waiting until next year is when farmers are planting and they know they are doing four or five markets, then they plant for that.

**Motion Higuera/Slater to have Tom follow through, gather information, keep us informed with a direction toward planning a market for 2014 and have further discussion at the board level.**

No public comment.

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

13.  **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities.**

Mrs. Lochridge commented on the farmers market. If there is a day and time that is selected for 2014, Main Street would do our best to work with the businesses to try and have them open at the same time. We have changed our monthly meetings to the third Tuesday of each month beginning this month. That was to accommodate Tom's

schedule because the board wanted him to attend. The weather was a little under-weather for the very first wine walk of the season. There were about 250 people. 74 people were new to the event. We have to have somebody enter all the data into a spreadsheet for us, but we had people from Carson City, Reno, South Lake Tahoe, Carmichael, California, Lakewood, Colorado, and Canada. We are involved in a co-op ad in Reno-Tahoe Getaway magazine in all the area hotel rooms. I am hoping we can get that input and at the end of the season see if it paid off for us. Our July 4<sup>th</sup> event is going well. Our sidewalk gallery will be updated at the end of this month with more beautiful artwork from the Douglas High School photography students. Since Carol is here and the chair of our design committee and the Heritage Park Garden committee I would like to have her speak about the annual swap meet they just had at the park.

Mrs. Sandmeier had a successful second open house, plant sale and swap. We had quite a few new people show up at the garden. It was nice weather and a good turnout. Everybody worked hard. We had 19 volunteers. We had some plants leftover that people are now calling and asking if I have more tomatoes. Our sales have continued on. Genoa Trees donated 100 trees. We are selling them and they are pure profit for the garden. We have 24 trees left to sell. It has been a wonderful fundraiser for us.

Chairman Miller felt they need to be planted as soon as possible.


Mrs. Sandmeier has the trees on drip now so they don't have to be over there every day.

Chairman Miller worked on the open house on Saturday and people had a lot of questions about plants. With the team of volunteers, some of them master gardeners, there were a lot of good answers and we will get more interest in the town in the future because of that.

Mrs. Sandmeier mentioned the labyrinth is well under way thanks to Tom and his brother.

Mr. Dallaire reported last night they coordinated with Barry Jones, Carson Valley Movers. He let us use two of his trucks to get 62 adopt-a-pots after we picked up 21 hanging baskets from Smith Valley which are humongous. They do such a good job. That program is top notch and they are really excited about it. They love doing this program. This year the flowers are bigger. They are really heavy. They are going up in the morning. We have a Sertoma trailer for tomorrow to get the 18 pots from China Springs. We will get that first thing in the morning. Staff will start hanging them at 9:00 in the morning, get the high school flowers and then finish off with the Smith Valley flowers. Everything is loaded and prepped for tomorrow. Mr. Jones did us a great service today.

Mrs. Lochridge added Greg Lynn offered the use of his vehicle on Wednesday but we didn't need it. We still have some baskets available for sponsorship as well as the adopt-a-pots. The sponsorships help to cover the cost, somewhat, of the watering. We want to keep the cost down to the community, but we still need the support of the community to get the rest of them sponsored.

14.  **For Possible Action: Presentation and discussion on the revised flood analysis and channel construction on the 7.43 acres acquired from the Hellwinkel Ranch, for the revised flood channel and pedestrian trail plans located between Toler Ave to the Chichester detention pond on APN: 1320-33-402-080. The pedestrian trail and channel contains a portion of the project funding through the State Lands Question 1 funding. The town board will discuss the options to proceed with the construction of the plans as designed or discuss alternative options. Presentation by Denton Peters, P.E., NHC, with public comment prior to board action.**

Mr. Denny Peters, Northwest Hydraulic Consultants, will give a quick review, a preview of where we have been with the preliminary designs and flood plain analysis of those designs and then maybe a preview of what we think we could do. I should have some recommendations that might be the next steps. (Power point presentation on the Hellwinkel Flood Channel.) One recommendation would be to do a better model.

Mr. Dallaire some of the other issues are we will only be building the dirt work part now. There are three different phases shown.

Mr. Philips asked how much you would gain by going 22 by 5.

Mr. Peters answered we can get it up to about 400 cfs. The 400 cfs is important because they can get more flow directly to the mouth of these improvements. The flow line for Martin Slough does not reside at the lowest part in the neighborhood. It is perched. Tom has some ideas of collecting water and trying to pipe it back to the channel at Eagle Gas. Doing some peripheral improvements along with an upsized culvert to try to capture as much of this wayward

flow as we can and encourage it to get back to the channel is not easy. The other recommendation is have us work with Tom and yourselves to come up with a stormwater master plan for this area that looks at possible or feasible alternatives and cost benefit some of them so we know it is reasonable. We could come up with some preferred alternatives and phase them. It would be beneficial to have a master plan and say here is what we can do.

Mr. Dallaire pointed out the ultimate goal was to do the trench to get rid of the floodway. We can do a report to Q1 to give them Denny's plans and revise the project to utilize the funding to build the trench. I would propose the other phase be the actual culvert if NDOT participates. We can move on the pathway, which is critical, to have access for the kids from that side of Chichester to GES without having to go around through the subdivision and open up the multimodal trail clear to Jake's Wetlands. There are a lot of options. I will be giving an update to State Lands to figure out what direction we will be going. The contract we had NHC under was the HEC-RAS sections. We didn't really cover the FLO-2D. The existing model that Manhard did originally was a 60 by 60 grid and that is too big for this small of a site. We need to do a FLO-2D in a 20 X 20 foot grid. That would mean revising the NHC contract.

Mr. Peters' recommendations would be a storm water master plan for that region. We need a FLO-2D model in greater detail because we have to take that to FEMA with a CLOMR. We could, with that FLO-2D model go directly to FEMA as a separate submittal for a LOMR to say regardless of this channel here is what the new mapping should look like.

Mr. Dallaire would say we need to do the FLO-2D model before we go to Q1. My next step is to find out if I have to reduce the funding from \$307,000 or can we keep it. We are still throwing money at the contract for preparing all these documents, but we are also throwing money at doing the earthwork and the trail. We have already paved the pathway from the end of concrete walk in the ponds all the way around to the edge of Canderle's property. Now we have a plan and we either pull the trigger and get it built or hold off until we come up with a master plan. Can we get a price for the FLO-2D?

Mr. Peters will work on that. That wouldn't be a single effort model. That would be integral to the storm water master plan.

Mr. Higuera commented there are a lot of ideas floating around. I think we should have a storm water master plan, put it in the CIP and go to the county.

Vice-Chairman Slater we know how slow FEMA moves. Whatever we do is not going to take the houses out of the flood zone for many years. But we don't want to lose the Q1 money. Is there something we can move forward with to utilize that money at this point?

Mr. Dallaire will talk to the state about it and submit the proposal. We will be working on a master plan and analyze this further to see if it will be a huge benefit. It is of benefit right now in that it is moving the flow around and to the channel itself.

Vice-Chairman Slater doesn't want to see that Q1 money go for a study. I would like to see it go towards something we can actually see the results. It won't alleviate the entire problem. Then we could do the master plan and phase those in with the cost analysis attached. Let's utilize the Q1 money for whatever improvement we can where we can see some sort of benefit today.

Mr. Dallaire thought the pedestrian trail is a big key if we can split it 50-50, get the earthwork done. We are ready to get the plans up and running. The FLO-2D model would give us a more comfortable feel on what actually will happen through the area and then give us, in the future, our phases. But if we get started on the FLO-2D then we can go through later and analyze this as a master plan document. The fast track would be the channel. Take what we have and do a master plan. I will set up an appointment this month with Q1, talk to them and get some copies of the plans. Do you want to change phase 3 on the contract or do a new contract?

Mr. Peters would eliminate the third phase and start with a more specific plan.


No public present.

**Motion Higuera/Miller to direct Tom to put together a phased stormwater master plan using staff and consultants and taking advantage of all grant funds that are available keeping mind that some of the grant funds will not be available forever, and for presentation to the Board. Motion carried unanimously.**



Mr. Rowe asked when you say “using the consultants” you are approving the concept of revising the NHC contract?

Mr. Higuera agreed.

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

Mr. Rowe passed out a final draft resolution. Attached to it is the ordinance that you would propose to the commissioners. Tom has gone through it and I have gone through it. It is up to the Board to pass the resolution which would be transmitted to the commission. Carol had asked whether you are required to have two hearings on this because of the enabling ordinance that requires two hearings on any fee related proposal. But this does not affect fees. So you can pass the resolution this evening. You are not adopting a new fee or amending any existing fees. It is more of a policies and procedures resolution than it would be a fee resolution.

Mr. Dallaire explained this resolution came up because we are having some issues with a few of the residents in town. In town policies we are limiting residents to no more than two cans. In the County code it says they can have as many cans as they want. We just wanted to clarify that. There were a couple other clarifications in here as well. Carol has provided a corrected version. All the red were things we came up with based on things I heard from Ken and Linda on our discussion over breakfast and we wanted to get the rest of the board’s input on it.

Vice-Chairman Slater asked to clarify item 2. It spells out two trash and two greenwaste cans, is that correct? It is not spelled out specifically in the one that has the red highlights.

Mr. Dallaire thought that was a clarification that Mike was making. I put a maximum of two roll out carts. The greenwaste is on one day and the trash is on another. There will be a time when there might be two greenwaste days. Two bins is plenty.

Vice-Chairman Slater mentioned Minden has a trash container that they put at a certain location where people can bring extra trash. Is this anything the town has thought about doing?

Mr. Dallaire responded we have an additional greenwaste bin at the maintenance facility.

Vice-Chairman Slater asked if they could have something like that for trash where they can publicize it. It’s free to the public and it’s better than finding it out on Pine Nut Road.

Mr. Dallaire will find out. Any resident can rent a trash dumpster. It costs \$25 for us to dump it. That’s what we charge the residents. Minden provides residents a bin two times a year.

Chairman Miller asked if we pass this resolution tonight and you start picking up trash, if someone has four cans are you going to go and pick up the extra bins and cart them away that same day.

Mr. Dallaire answered not until we send out letters. We would have to let the residents know or the guys can tape it to their cans.


Vice-Chairman Slater drove around town and I have to tell you I did not see one set of two cans out of compliance where the arms would not be able to get around them. I just want a little flexibility. Is this a major problem with the drivers that they can’t get in there to pick them up?

Mr. Dallaire believed the main problem is we can’t get along the edge of where the trash cans are. People park on the street and park right up against a can. We can’t get along the edge of the curb. We have to have at least six feet to be clear of an obstruction. And maybe we add “to prevent personal property damage.”

No public present.

**Motion Higuera/Wenner to approve Resolution 2013-03 amending Section 18.06.100 of the Douglas**

**County Code relating to garbage and trash collection within the Town of Gardnerville. Also approve an ordinance to be submitted to the Douglas County Board of Commissioners amending Douglas County Code Section 18.06.100 and also the recommended changes that were mentioned this evening by the Board. Motion carried unanimously.**

16.  **For Possible Action:** Discussion and direction regarding an update to the status of the development agreement for Aspen Mobile Home Park and review the partnership agreement with the Town, County and NDOT to construct frontage improvements to State Route 756 from Highway 395 to the Lutheran Bridge over the Carson River, and modified conditions of approval, with public comment prior to Board action.

Mr. Rowe and Tom met on May 7<sup>th</sup> with Mimi, Brandy and Cynthia Gregory from the DA's office. We went over the conditions in the original development agreement for Aspen Park. Mr. Rowe went over the background information for Board members. The whole reason this came up was the county has a two year review of all development agreements. The bottom line is they are going to pass an ordinance repealing the Aspen Park agreement finding that all of the conditions have been satisfied.

Mr. Dallaire advised Ann is interested in finishing some of the work, the sidewalk along the original development of Aspen Park, south of the main entrance. I will be meeting with Ann this month to discuss the future sidewalk improvements along the highway. I will also talk to her about maybe participating in a pedestrian bridge. It was a requirement of the town at the time. If she will help fund it maybe we can get NDOT to be a little more serious about doing that project. We have submitted it as a project to NDOT since I've been here. We have talked with NDOT about doing a pedestrian bridge on 756 and Douglas has made it a priority. I will resubmit for a grant next year. There is also an agreement to rescind the future improvement cost contribution agreement. I can give Ann a copy of ours. We never did get this finalized. It is important to get that signed.

Mr. Rowe will leave the updated agreement with Tom. It is updated with the current month, year, APN and has the blanks filled in. I don't see there is much choice but to approve and authorize the chairman to sign. It is well past the six year statute of limitations for enforcement of contracts. There is no way we could go back and try and enforce the original cost contribution agreement because it has been too long. I would recommend the Board approve the agreement to rescind and as soon as Tom has Ann's signature the chairman can sign it, get it recorded and off the books. The county has it on their agenda for specific action to repeal the development agreement. This is just closing the door and opening a new one when Tom meets with Ann. Everybody but Ann signed off on the agreement.

Ms. Wenner noticed people walking or biking actually stop to make sure cars go over the bridge before they do because it is really close. You can't ride a bike and have cars go by you at all.

No public present for comment.

**Motion Higuera/Slater to sign the agreement to rescind the Future Improvement Cost Contribution Agreement with Aspen Mobile Home Park. Motion carried unanimously.**

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

Mr. Rowe reported there was not too much in addition to what we have already talked about on the agenda. I did speak with Steve Harris who represents the Holder Group. He had applied to the court and received approval for the debtor to continue to pay for essential services. I have a weekly email exchange with Marie to see if she has gotten paid for the back due amounts. Neither has paid yet. The Holder Group just filed, so it will be a while before they come out. Different questions Paula raises have been asked and answered. Two things: in January Tyler turned in his notice saying he was leaving the office at the end of the school year. Our new associate is Debra Amens. I will bring her to the next meeting. I have talked with Tom. We all were very close with Tom Cook. He was a good friend and long-time client. I am working with Tom and Dink to get a tree put in Heritage Park in memory of Tom. I will go forward with that. Hopefully have it done by the 20<sup>th</sup> which is when the memorial will be in the park.

Chairman Miller shared Rose seems to be doing very well.

Mr. Rowe added she has had a lot of support from family.

Vice-Chairman Slater asked if Debra Amens is going to be the replacement.

Mr. Rowe didn't know. She will probably cover general and, if necessary, Jim, depending on what is going on in a particular month.

Vice-Chairman Slater asked if his intention is for her to replace Tyler.

Mr. Rowe replied technically the answer is yes to both. She is replacing Tyler but Jennifer, Jim and I require assistance with various client matters. That is typically provided by the associate. You have to plan for your own succession.

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

Mr. Dallaire reported the microsurfacing is done. I can tell you right now the residents were not happy during the construction and closure of the road. After three projects with the same layout and same problems the residents of Chichester do not know there are other entrances into the subdivision besides Gilman. With more traffic it will get smoother with time. VSS was great to work with. They did a spectacular job with the traffic control. We did rent the reader board to warn people. But we still had the issue with the Ranch being isolated. There was a detour to send them out the dirt road and come out at Zerolene. It's done and we will see how it goes. Everybody I talked to says it will slow the cracking down. If it does, great, we will continue. With road surfaces and having that on top it will help tremendously. The Wal Mart items are being done right now. Stop signs on Carrick and Grant are being installed. Town staff has installed seven signs around town. The water is still flowing in from the Virginia canal. We traced it back this month to Evergreen Health Care. There is water flowing into their storm drain which is directly connected to ours. So water from the hospital and Evergreen are draining in and through the public system. That is part of the problem. The other problem is under the ground there is gravel and sand strata that water flows through. It is the trench where the pipe was installed, flows down the trench bedding and into the ponds. That's how the water is getting in there just in case anyone asks. We are pumping it out every once in a while to keep the mosquitos out. It takes about four hours to pump water out with one pump. They are supposed to be fixing the second pump. That is on the punchlist of items. We have put in moss repellent. They are working on a solution to the problem. Once that is all fixed it will come back to accept the improvements. The garden labyrinth is about half finished. My brother and I helped them spread the base material and get it compacted. We laid it out, surveyed it and are helping them with the base. The Cottonwood project is complete.

Chairman Miller asked about the palm reader building.

Mr. Dallaire spoke with Tab Hunter, the owner of the building. He was in today. He loves the town. He is redoing the outside. He is asking if we would be interested in doing the sidewalk improvements and adding a tree and a grate. We're going to plan that and also the Kelly building at the same time. We will have to go to NDOT for permitting. The owners of Hamdogs want to come back to the Board about the expansion of their casino. They want to do poker tables and be on the poker tour. Right now the way the business works they are mainly just a restaurant. He loves the valley. They are opening a place in Reno on Plumb and Lakeside. He needs our support on modifying the zoning that is out there.

Vice-Chairman Slater asked if they will have compliance to remove the old bus in the parking lot. If not, make that part of the condition of approval for zoning change.

Mr. Dallaire is trying to push the current owner. He wants to do the whole shopping center with a facelift. He wants to create a fund for local trails and put proceeds into another fund from a nonprofit base to build trails along the valley. We are working on trying to get some lengths and distances on what additional length of trail it would take it get to Industrial Way. Southgate, I have letters in my truck to deliver to the individual businesses. I have to talk to the fire department.

Vice-Chairman Slater suggested making it a one-way.

Mr. Dallaire thought that was a great idea.

Vice-Chairman Slater thought they might be able to add some parking on one side if it was made a one way.

Mr. Dallaire reminded everyone Movies in the Park starts next Friday, Journey 2.

**Motion Higuera/Wenner to adjourn at 8:10 p.m.**

No public present for comment.

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

Respectfully submitted,

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Ken Miller  
Chairman

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Tom Dallaire  
Town Manager



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



1. **Title:** Correspondence
2. **Recommended Motion:** Receive and File  
**Funds Available:**     Yes             N/A
3. **Department:** Administration  
**Prepared by:** Tom Dallaire
4. **Meeting Date:** July 2, 2013            **Time Requested:** n/a
5. **Agenda:**    Consent             Administrative

**Background Information:**

This section provides copies of letters or other correspondence received, that Staff feels are noteworthy for the Board members to review.

6. **Other Agency Review of Action:**    Not Required
7. **Board Action:**  
 Approved                             Approved with Modifications  
 Denied                                 Continued





# SHARE YOUR VISION

## Community Visioning Workshop

July 15, 2013

### Purpose:

The purpose of the Valley Vision is to enable citizens of Douglas County to define a shared future for the Valley that enhances the quality of the downtowns, identifies economic development strategies that complement existing business clusters, and preserves the natural resources that are fundamental to the past and future character of the Valley.

The workshop is an opportunity to review and share ideas about the future of the Valley that will help preserve the qualities that make it a special place to live while encouraging economic opportunities for generations to come.

Workshops will be held at the Carson Valley Inn

10-11:30 a.m. Workshop

Open-House: 30 minutes  
Presentation: 30 minutes  
Public Feedback: 30 minutes

5:30-7:00 p.m. Workshop

Open-House: 30 minutes  
Presentation: 30 minutes  
Public Feedback: 30 minutes.

Note: Identical content will be discussed at both sessions. Choose the time that works best with your schedule.

Douglas County is a sponsor of the Valley Vision Project



1-2







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## *Berry Farm News—June 26*

### **Blackberries & Black Raspberries will be First to Harvest**

Berry growth continues towards harvest in July. We expect our first berries to harvest will be blackberries in the hoop house and black raspberries in the field.

Below is a photo of our 1 year old blackberry



*Natchez Blackberry in Hoop House Fruit Forming as of June 25*



*UNR Bob Nowak installing instruments to monitor Berry Plants*



*Bristol Black Raspberries Fruit Forming as of June 25*

plant producing lots of big berries. They are green now, but in a few weeks will turn red and then black. We pick them when they are dull black and tender...fully ripe and full of flavor.

This will be our first year producing black raspberries. They are very abundant on the plants and grow in clusters. Black raspberries are known for their greatest health benefits of all of our berries. More on this in future berry farm news. Have you ever tasted a black raspberry? Send us a note with your experience.

Finally, we have just begun a study with UNR to share what we are learning here in Gardnerville. Our first step is to monitor soil moisture and climate conditions.

Jack & Diana Jacobs

1335 Centerville Lane, Gardnerville  
[www.jacobsberries.com](http://www.jacobsberries.com)

**Gardnerville Town Board**

**AGENDA ACTION SHEET**

1. **Title:** Health and Sanitation Monthly Report

2. **Recommended Motion:** Accept as submitted

**Funds Available:**     Yes             N/A

3. **Department:** Health and Sanitation

**Prepared by:** Carol Louthan

**Phone Number:** 782-7134

4. **Meeting Date:** July 2, 2013

**Time Requested:** none

5. **Agenda:**     Consent

Administrative

6. **Background Information:**

Residential Accounts	1706
Commercial Accounts	215
Green Waste Accounts	1144
Cleanup Dumpsters	12
X-cans	653
# of new residential accounts	3 new owners & 14 accts transferred to new owners
# of new commercial accounts	1 – Nevada Unique
Minimum User Accounts	40
Total tons of trash	388.7
Total tons of Greenwaste	49.84

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

8. **Board Action:**

Approved

Approved with Modifications

Denied

Continued



Health & Sanitation Report

Craig Tuthill

May 31, 2013

Delivered eight trash cans

Delivered 10 new greenwaste cans

Replaced old greenwaste cans with new greenwaste cans on Hussman, Church, Wildrose, Spruce, Douglas and in Stodick Estates.

Dumped and removed nine cleanup dumpsters

Replaced cooling fan on 612

Repaired two flats on 612 and 615

Serviced 609

Grease all trucks each week

Swept town twice

Training new hire on automated trucks

Had refurbished two dumpsters

Changed silver telspar posts with powder coated black telspar posts

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



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

**Funds Available:**  Yes     N/A

3. **Department:** Administration

**Prepared by:** Carol Louthan

4. **Meeting Date:** July 2, 2013      **Time Requested:** none

5. **Agenda:**     Consent       Administrative

6. **Background Information:**

This report is generated through claims submitted to the Douglas County Comptroller by the Town. If backup material is necessary for your review it can be found on file at the Town office.

7. **Other Agency Review of Action:**     N/A

8. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin										
Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	6/13 BOARD	GVILLE	Paid by Check # 606776		05/29/2013	06/07/2013	06/07/2013		06/07/2013	220.00
28960 - Miller Kenneth	6/13 BOARD	GVILLE	Paid by Check # 606800		05/29/2013	06/07/2013	06/07/2013		06/07/2013	250.00
18629 - Phillips Michael	6-13 BOARD	GVILLE	Paid by Check # 606833		05/29/2013	06/07/2013	06/07/2013		06/07/2013	220.00
2969 - Slater Linda	6-13 BOARD	GVILLE	Paid by Check # 606855		05/29/2013	06/07/2013	06/07/2013		06/07/2013	237.50
				Account 510.150 - Board Compensation Totals				Invoice Transactions 4		<u>\$927.50</u>
13097 - Verizon Wireless	9705838510	842011146-00001	Paid by Check # 607437		06/01/2013	06/21/2013	06/21/2013		06/21/2013	153.12
				Account 520.055 - Telephone Expense Totals				Invoice Transactions 1		<u>\$153.12</u>
22633 - Sierra Nevada Media Group	1057644053113	1057644	Paid by Check # 607391		05/31/2013	06/21/2013	06/21/2013		06/21/2013	117.00
				Account 520.072 - Advertising Totals				Invoice Transactions 1		<u>\$117.00</u>
2924 - NV Energy	791804 5-13	791804	Paid by Check # 607081		05/25/2013	06/14/2013	06/14/2013		06/14/2013	184.38
				Account 520.089 - Power Totals				Invoice Transactions 1		<u>\$184.38</u>
3021 - Southwest Gas-Las Vegas	0015779022 6-13	2410015779022	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	17.45
3021 - Southwest Gas-Las Vegas	1072224004 6-13	2411072224004	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	17.85
3021 - Southwest Gas-Las Vegas	1188600002 6-13	2411188600002	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	7.53
				Account 520.092 - Heating Totals				Invoice Transactions 3		<u>\$42.83</u>
3519 - Xerox Corporation	068353265	716307012	Paid by Check # 607188		06/01/2013	06/14/2013	06/14/2013		06/14/2013	240.78
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 1		<u>\$240.78</u>
15887 - Charter Communications	0012509 6/13	8354110060012509	Paid by Check # 607242		06/02/2013	06/21/2013	06/21/2013		06/21/2013	35.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		<u>\$35.99</u>

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 533.800 - Office Supplies										
2549 - Dallaire Tom-Petty Cash	6-13 GVILLE	PETTYCASH	Paid by Check # 607253		06/11/2013	06/21/2013	06/21/2013		06/21/2013	35.00
12997 - Do Co Procurement Program	5-13 DALLAIRE	GVILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/21/2013		06/21/2013	89.54
12997 - Do Co Procurement Program	5-13 LOUTHAN	GVILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/21/2013		06/21/2013	195.53
Account 533.800 - Office Supplies Totals										\$320.07
Department 921 - Gardnerville Admin Totals										\$2,021.67

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	31036W	GVILLE	Paid by Check # 606747		05/15/2013	06/07/2013	06/07/2013		06/07/2013	1,169.50
1130 - Do Co Weed Control	31175W	GVILLE	Paid by Check # 607264		06/06/2013	06/21/2013	06/21/2013		06/21/2013	367.37
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 2		<u>\$1,536.87</u>
Account 520.084 - Replacement & Repair										
2297 - ASJ Small Engines Inc	14181	GVILLE	Paid by Check # 606707		05/16/2013	06/07/2013	06/07/2013		06/07/2013	779.98
2297 - ASJ Small Engines Inc	14222	GVILLE	Paid by Check # 606707		05/23/2013	06/07/2013	06/07/2013		06/07/2013	7.75
3457 - Western Nevada Supply Company	45517186	71273	Paid by Check # 606889		05/07/2013	06/07/2013	06/07/2013		06/07/2013	147.97
3457 - Western Nevada Supply Company	45537115	71273	Paid by Check # 606889		05/21/2013	06/07/2013	06/07/2013		06/07/2013	55.00
2121 - Meeks Lumber	744795	06G1570	Paid by Check # 607059		05/06/2013	06/14/2013	06/14/2013		06/14/2013	4.75
2121 - Meeks Lumber	748453	06G1570	Paid by Check # 607059		05/24/2013	06/14/2013	06/14/2013		06/14/2013	11.92
2510 - Parts House	500765	4170	Paid by Check # 607096		05/16/2013	06/14/2013	06/14/2013		06/14/2013	62.97
2510 - Parts House	500886	4170	Paid by Check # 607096		05/17/2013	06/14/2013	06/14/2013		06/14/2013	(3.93)
11985 - Ace Hardware	082460/1	1236	Paid by Check # 607193		05/08/2013	06/21/2013	06/21/2013		06/21/2013	26.98
11985 - Ace Hardware	082511/1	1236	Paid by Check # 607193		05/10/2013	06/21/2013	06/21/2013		06/21/2013	37.10
11985 - Ace Hardware	082565/1	1236	Paid by Check # 607193		05/13/2013	06/21/2013	06/21/2013		06/21/2013	19.60
11985 - Ace Hardware	082617/1	1236	Paid by Check # 607193		05/15/2013	06/21/2013	06/21/2013		06/21/2013	26.94
11985 - Ace Hardware	082760/1	1236	Paid by Check # 607193		05/21/2013	06/21/2013	06/21/2013		06/21/2013	17.97
11985 - Ace Hardware	082934/1	1236	Paid by Check # 607193		05/29/2013	06/21/2013	06/21/2013		06/21/2013	160.71
11985 - Ace Hardware	082936/1	1236	Paid by Check # 607193		05/29/2013	06/21/2013	06/21/2013		06/21/2013	20.98
13485 - Ahern Rentals Inc	12147752-1	205304	Paid by Check # 607198		05/31/2013	06/21/2013	06/21/2013		06/21/2013	35.08
13485 - Ahern Rentals Inc	12148764-1	205304	Paid by Check # 607198		05/31/2013	06/21/2013	06/21/2013		06/21/2013	6.59
3457 - Western Nevada Supply Company	45543034	71273	Paid by Check # 607453		05/28/2013	06/21/2013	06/21/2013		06/21/2013	50.18
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 18		<u>\$1,468.54</u>

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1



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.089 - Power	791804 5-13	791804	Paid by Check # 607081		05/25/2013	06/14/2013	06/14/2013		06/14/2013	519.19
2924 - NV Energy				Account 520.089 - Power Totals				Invoice Transactions 1		\$519.19
3814 - Flyers Energy LLC	CFS0665789	8308	Paid by Check # 607280		05/31/2013	06/21/2013	06/21/2013		06/21/2013	108.70
Account 532.003 - Gas & Oil				Account 532.003 - Gas & Oil Totals				Invoice Transactions 1		\$108.70
12997 - Do Co Procurement Program	5-13 LOUTHAN	G'VILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/21/2013		06/21/2013	726.26
3115 - Swank Motion Pictures Inc	RH1814029	0223170001	Paid by Check # 607408		06/05/2013	06/21/2013	06/21/2013		06/21/2013	421.00
Account 533.817 - Small Projects				Account 533.817 - Small Projects Totals				Invoice Transactions 2		\$1,147.26
Department 923 - Parks & Recreation				Department 923 - Parks & Recreation Totals				Invoice Transactions 24		\$4,780.56

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 926 - Other Public Works										
Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	31175W	GVILLE	Paid by Check # 607264		06/06/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	367.37
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 1		\$367.37
21673 - Dallaire Tom	2695	PROPANE TANK	Paid by Check # 606958		05/18/2013	06/14/2013	06/14/2013	06/14/2013	06/14/2013	150.00
2121 - Meeks Lumber	744795	06G1570	Paid by Check # 607059		05/06/2013	06/14/2013	06/14/2013	06/14/2013	06/14/2013	7.11
2121 - Meeks Lumber	747940	06G1570	Paid by Check # 607059		05/22/2013	06/14/2013	06/14/2013	06/14/2013	06/14/2013	128.42
2510 - Parts House	499069	4170	Paid by Check # 607096		05/06/2013	06/14/2013	06/14/2013	06/14/2013	06/14/2013	11.19
12997 - Do Co Procurement Program	5-13 PLUT	GVILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/20/2013	06/21/2013	06/21/2013	105.73
11985 - Ace Hardware	082460/1	1236	Paid by Check # 607193		05/08/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	58.56
11985 - Ace Hardware	082511/1	1236	Paid by Check # 607193		05/10/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	9.98
11985 - Ace Hardware	082565/1	1236	Paid by Check # 607193		05/13/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	29.39
11985 - Ace Hardware	082608/1	1236	Paid by Check # 607193		05/15/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	26.94
11985 - Ace Hardware	082784/1	1236	Paid by Check # 607193		05/22/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	58.37
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 10		\$585.69
2924 - NV Energy	791804 5-13	791804	Paid by Check # 607081		05/25/2013	06/14/2013	06/14/2013	06/14/2013	06/14/2013	5,789.37
				Account 520.095 - Street Lights Totals				Invoice Transactions 1		\$5,789.37
11985 - Ace Hardware	082339/1	1236	Paid by Check # 607193		05/03/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	1.29
11985 - Ace Hardware	082392/1	1236	Paid by Check # 607193		05/06/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	99.92
11985 - Ace Hardware	082420/1	1236	Paid by Check # 607193		05/07/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	4.49
11985 - Ace Hardware	082895/1	1236	Paid by Check # 607193		05/28/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	35.98
397 - Bing Materials	134268	GARDN	Paid by Check # 607220		06/10/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	222.00
8692 - Silver State Barricade Inc	68316	GVILLE	Paid by Check # 607395		05/31/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	2,330.64
				Account 520.103 - Maint Road Totals				Invoice Transactions 6		\$2,694.32

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS0665789	8308	Paid by Check # 607280		05/31/2013	06/21/2013	06/21/2013		06/21/2013	515.42
Account 532.003 - Gas & Oil Totals										
28519 - Barr Tree Works	1346	GVILLE	Paid by Check # 606922		05/13/2013	06/14/2013	06/14/2013		06/14/2013	750.00
Account 532.019 - Storm Drain Maintenance										
5785 - Alisco Inc	LEN811139	000330	Paid by Check # 606703		05/07/2013	06/07/2013	06/07/2013		06/07/2013	4.34
5785 - Alisco Inc	LEN813308	000330	Paid by Check # 606703		05/14/2013	06/07/2013	06/07/2013		06/07/2013	4.35
5785 - Alisco Inc	LEN815456	000330	Paid by Check # 606703		05/21/2013	06/07/2013	06/07/2013		06/07/2013	4.34
5785 - Alisco Inc	LEN817621	000330	Paid by Check # 606703		05/28/2013	06/07/2013	06/07/2013		06/07/2013	4.35
Account 532.028 - Uniforms										
3953 - Eastern Sierra Feed	522077	19530	Paid by Check # 606976		05/10/2013	06/14/2013	06/14/2013		06/14/2013	73.13
13485 - Ahern Rentals Inc	12111280-1	205304	Paid by Check # 607198		05/21/2013	06/21/2013	06/21/2013		06/21/2013	71.61
Account 532.116 - Crack Seal Maintenance										
Department 926 - Other Public Works Totals										
Fund 610 - Gardnerville Town Totals										
										\$17.38
										\$144.74
										\$10,864.29
										\$17,666.52

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
4288 - Higuera Lloyd W	6/13 BOARD	GVILLE	Paid by Check # 606776		05/29/2013	06/07/2013	06/07/2013		06/07/2013	220.00
28960 - Miller Kenneth	6/13 BOARD	GVILLE	Paid by Check # 606800		05/29/2013	06/07/2013	06/07/2013		06/07/2013	250.00
18629 - Phillips Michael	6-13 BOARD	GVILLE	Paid by Check # 606833		05/29/2013	06/07/2013	06/07/2013		06/07/2013	220.00
2969 - Slater Linda	6-13 BOARD	GVILLE	Paid by Check # 606855		05/29/2013	06/07/2013	06/07/2013		06/07/2013	237.50
				Account 510.150 - Board Compensation Totals				Invoice Transactions 4		\$927.50
13097 - Verizon Wireless	9705838510	842011146-00001	Paid by Check # 607437		06/01/2013	06/21/2013	06/21/2013		06/21/2013	153.12
				Account 520.055 - Telephone Expense Totals				Invoice Transactions 1		\$153.12
2121 - Meeks Lumber	744795	0661570	Paid by Check # 607059		05/06/2013	06/14/2013	06/14/2013		06/14/2013	7.12
2510 - Parts House	498059	4170	Paid by Check # 607096		04/29/2013	06/14/2013	06/14/2013		06/14/2013	49.99
2510 - Parts House	498309	4170	Paid by Check # 607096		04/30/2013	06/14/2013	06/14/2013		06/14/2013	22.83
2510 - Parts House	499069	4170	Paid by Check # 607096		05/06/2013	06/14/2013	06/14/2013		06/14/2013	11.19
11985 - Ace Hardware	082460/1	1236	Paid by Check # 607193		05/08/2013	06/21/2013	06/21/2013		06/21/2013	28.49
11985 - Ace Hardware	082462/1	1236	Paid by Check # 607193		05/08/2013	06/21/2013	06/21/2013		06/21/2013	15.99
11985 - Ace Hardware	082565/1	1236	Paid by Check # 607193		05/13/2013	06/21/2013	06/21/2013		06/21/2013	29.39
11985 - Ace Hardware	082908/1	1236	Paid by Check # 607193		05/28/2013	06/21/2013	06/21/2013		06/21/2013	38.87
8043 - Mark Smith Tire Center Inc	71700030705	A17-14675	Paid by Check # 607322		05/01/2013	06/21/2013	06/21/2013		06/21/2013	647.88
26482 - Peterbilt Truck Parts & Eq LLC	491503	265290	Paid by Check # 607354		05/24/2013	06/21/2013	06/21/2013		06/21/2013	242.59
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 10		\$1,094.34
2924 - NV Energy	791804 5-13	791804	Paid by Check # 607081		05/25/2013	06/14/2013	06/14/2013		06/14/2013	253.26
				Account 520.089 - Power Totals				Invoice Transactions 1		\$253.26

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Vendor Fund 611 - Gardnerville Health &amp; San</b>										
Department 925 - Health & Sanitation										
Account 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0015779022 6-13	2410015779022	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	17.46
3021 - Southwest Gas-Las Vegas	1072224004 6-13	2411072224004	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	17.85
3021 - Southwest Gas-Las Vegas	1188600002 6-13	2411188600002	Paid by Check # 607403		06/17/2013	06/21/2013	06/21/2013		06/21/2013	22.57
Account 520.116 - Veh. Maint-Co Shop										
4268 - Do Co Vehicle Maintenance	5@13 TRANSFER	MOTOR POOL	Paid by Check # 607263		06/06/2013	06/21/2013	06/21/2013	Invoice Transactions 3		\$57.88
Account 520.136 - Rents & Leases Equipment										
3519 - Xerox Corporation	068353265	716307012	Paid by Check # 607188		06/01/2013	06/14/2013	06/14/2013	Invoice Transactions 1		131.13
Account 520.136 - Rents & Leases Equipment										
2549 - Dallaire Tom-Petty Cash	6-13 GVILLE	PETTYCASH	Paid by Check # 607253		06/11/2013	06/21/2013	06/21/2013	Invoice Transactions 1		\$240.79
Account 520.155 - Licensing										
15887 - Charter Communications	0012509 6/13	8354110060012509	Paid by Check # 607242		06/02/2013	06/21/2013	06/21/2013	Invoice Transactions 1		36.00
Account 520.187 - Internet Expense										
15853 - Carson City Landfill	10034528	228079	Paid by Check # 607230		05/01/2013	06/21/2013	06/21/2013	Invoice Transactions 1		\$36.00
15853 - Carson City Landfill	10034529	228079	Paid by Check # 607230		05/01/2013	06/21/2013	06/21/2013	Invoice Transactions 1		380.48
15853 - Carson City Landfill	10034575	228079	Paid by Check # 607230		05/01/2013	06/21/2013	06/21/2013	Invoice Transactions 1		473.86
15853 - Carson City Landfill	10034862	228079	Paid by Check # 607230		05/02/2013	06/21/2013	06/21/2013	Invoice Transactions 1		328.86
15853 - Carson City Landfill	10034894	228079	Paid by Check # 607230		05/02/2013	06/21/2013	06/21/2013	Invoice Transactions 1		367.72
15853 - Carson City Landfill	10034923	228079	Paid by Check # 607230		05/02/2013	06/21/2013	06/21/2013	Invoice Transactions 1		408.90
15853 - Carson City Landfill	10035931	228079	Paid by Check # 607230		05/02/2013	06/21/2013	06/21/2013	Invoice Transactions 1		458.78
15853 - Carson City Landfill	10036205	228079	Paid by Check # 607230		05/06/2013	06/21/2013	06/21/2013	Invoice Transactions 1		646.12
15853 - Carson City Landfill	10036435	228079	Paid by Check # 607230		05/07/2013	06/21/2013	06/21/2013	Invoice Transactions 1		446.60
15853 - Carson City Landfill	10036435	228079	Paid by Check # 607230		05/08/2013	06/21/2013	06/21/2013	Invoice Transactions 1		409.48

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10036442	228079	Paid by Check # 607230		05/08/2013	06/21/2013	06/21/2013		06/21/2013	483.14
15853 - Carson City Landfill	10036467	228079	Paid by Check # 607230		05/08/2013	06/21/2013	06/21/2013		06/21/2013	360.76
15853 - Carson City Landfill	10036781	228079	Paid by Check # 607230		05/09/2013	06/21/2013	06/21/2013		06/21/2013	368.30
15853 - Carson City Landfill	10036803	228079	Paid by Check # 607230		05/09/2013	06/21/2013	06/21/2013		06/21/2013	468.64
15853 - Carson City Landfill	10036870	228079	Paid by Check # 607230		05/09/2013	06/21/2013	06/21/2013		06/21/2013	470.38
15853 - Carson City Landfill	10037060	228079	Paid by Check # 607230		05/10/2013	06/21/2013	06/21/2013		06/21/2013	455.30
15853 - Carson City Landfill	10037088	228079	Paid by Check # 607230		05/10/2013	06/21/2013	06/21/2013		06/21/2013	455.30
15853 - Carson City Landfill	10037833	228079	Paid by Check # 607230		05/13/2013	06/21/2013	06/21/2013		06/21/2013	664.68
15853 - Carson City Landfill	10038188	228079	Paid by Check # 607230		05/14/2013	06/21/2013	06/21/2013		06/21/2013	462.84
15853 - Carson City Landfill	10038431	228079	Paid by Check # 607230		05/15/2013	06/21/2013	06/21/2013		06/21/2013	499.96
15853 - Carson City Landfill	10038451	228079	Paid by Check # 607230		05/15/2013	06/21/2013	06/21/2013		06/21/2013	460.52
15853 - Carson City Landfill	10038508	228079	Paid by Check # 607230		05/15/2013	06/21/2013	06/21/2013		06/21/2013	397.30
15853 - Carson City Landfill	10038798	228079	Paid by Check # 607230		05/16/2013	06/21/2013	06/21/2013		06/21/2013	493.00
15853 - Carson City Landfill	10038872	228079	Paid by Check # 607230		05/16/2013	06/21/2013	06/21/2013		06/21/2013	439.64
15853 - Carson City Landfill	10039078	228079	Paid by Check # 607230		05/17/2013	06/21/2013	06/21/2013		06/21/2013	374.10
15853 - Carson City Landfill	10039099	228079	Paid by Check # 607230		05/17/2013	06/21/2013	06/21/2013		06/21/2013	412.96
15853 - Carson City Landfill	10039915	228079	Paid by Check # 607230		05/20/2013	06/21/2013	06/21/2013		06/21/2013	628.14
15853 - Carson City Landfill	10040280	228079	Paid by Check # 607230		05/21/2013	06/21/2013	06/21/2013		06/21/2013	404.84
15853 - Carson City Landfill	10040511	228079	Paid by Check # 607230		05/22/2013	06/21/2013	06/21/2013		06/21/2013	373.52
15853 - Carson City Landfill	10040513	228079	Paid by Check # 607230		05/22/2013	06/21/2013	06/21/2013		06/21/2013	505.76
15853 - Carson City Landfill	10040546	228079	Paid by Check # 607230		05/22/2013	06/21/2013	06/21/2013		06/21/2013	402.52
15853 - Carson City Landfill	10040888	228079	Paid by Check # 607230		05/23/2013	06/21/2013	06/21/2013		06/21/2013	380.48

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10040889	228079	Paid by Check # 607230		05/23/2013	06/21/2013	06/21/2013		06/21/2013	464.00
15853 - Carson City Landfill	10040893	228079	Paid by Check # 607230		05/23/2013	06/21/2013	06/21/2013		06/21/2013	508.66
15853 - Carson City Landfill	10041159	228079	Paid by Check # 607230		05/24/2013	06/21/2013	06/21/2013		06/21/2013	383.96
15853 - Carson City Landfill	10041177	228079	Paid by Check # 607230		05/24/2013	06/21/2013	06/21/2013		06/21/2013	381.64
15853 - Carson City Landfill	10041916	228079	Paid by Check # 607230		05/27/2013	06/21/2013	06/21/2013		06/21/2013	567.24
15853 - Carson City Landfill	10042107	228079	Paid by Check # 607230		05/28/2013	06/21/2013	06/21/2013		06/21/2013	399.04
15853 - Carson City Landfill	10042573	228079	Paid by Check # 607230		05/29/2013	06/21/2013	06/21/2013		06/21/2013	509.24
15853 - Carson City Landfill	10042574	228079	Paid by Check # 607230		05/29/2013	06/21/2013	06/21/2013		06/21/2013	375.26
15853 - Carson City Landfill	10042677	228079	Paid by Check # 607230		05/29/2013	06/21/2013	06/21/2013		06/21/2013	502.28
15853 - Carson City Landfill	10043029	228079	Paid by Check # 607230		05/30/2013	06/21/2013	06/21/2013		06/21/2013	499.96
15853 - Carson City Landfill	10043060	228079	Paid by Check # 607230		05/30/2013	06/21/2013	06/21/2013		06/21/2013	418.18
15853 - Carson City Landfill	10043061	228079	Paid by Check # 607230		05/30/2013	06/21/2013	06/21/2013		06/21/2013	424.56
15853 - Carson City Landfill	10043458	228079	Paid by Check # 607230		05/31/2013	06/21/2013	06/21/2013		06/21/2013	488.36
15853 - Carson City Landfill	10043494	228079	Paid by Check # 607230		05/31/2013	06/21/2013	06/21/2013		06/21/2013	310.88
15853 - Carson City Landfill	10038809	228079	Paid by Check # 607230		05/16/2013	06/21/2013	06/21/2013		06/21/2013	368.30
9016 - Douglas Disposal Inc	40990612 5/13	40990612	Paid by Check # 607265		06/01/2013	06/21/2013	06/21/2013		06/21/2013	3,581.13
Account 520.197 - Landfill Expense Totals Invoice Transactions 47										
<b>\$24,065.57</b>										
3814 - Flyers Energy LLC	CFS0665789	8308	Paid by Check # 607280		05/31/2013	06/21/2013	06/21/2013		06/21/2013	1,797.17
Account 532.003 - Gas & Oil Totals Invoice Transactions 1										
<b>\$1,797.17</b>										

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/01/13 - 06/30/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San										
Department 925 - Health & Sanitation										
Account 532.028 - Uniforms										
5785 - AlSCO Inc	LREN811139	000330	Paid by Check # 606703		05/07/2013	06/07/2013	06/07/2013	06/07/2013	06/07/2013	4.35
5785 - AlSCO Inc	LREN813308	000330	Paid by Check # 606703		05/14/2013	06/07/2013	06/07/2013	06/07/2013	06/07/2013	4.34
5785 - AlSCO Inc	LREN815456	000330	Paid by Check # 606703		05/21/2013	06/07/2013	06/07/2013	06/07/2013	06/07/2013	4.35
5785 - AlSCO Inc	LREN817621	000330	Paid by Check # 606703		05/28/2013	06/07/2013	06/07/2013	06/07/2013	06/07/2013	4.34
				Account 532.028 - Uniforms Totals				Invoice Transactions 4		\$17.38
Account 533.800 - Office Supplies										
2549 - Dallaire Tom-Petty Cash	6-13 GVILLE	PETTYCASH	Paid by Check # 607253		06/11/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	35.00
12997 - Do Co Procurement Program	5-13 DALLAIRE	GVILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	67.53
12997 - Do Co Procurement Program	5-13 LOUTHAN	GVILLE	Paid by Check # 607256		05/27/2013	06/21/2013	06/21/2013	06/21/2013	06/21/2013	159.72
				Account 533.800 - Office Supplies Totals				Invoice Transactions 3		\$262.25
				Department 925 - Health & Sanitation Totals				Invoice Transactions 78		\$29,041.89
				Fund 611 - Gardnerville Health & San Totals				Invoice Transactions 78		\$29,041.89
				Grand Totals				Invoice Transactions 143		\$46,708.41

\* = Prior Fiscal Year Activity

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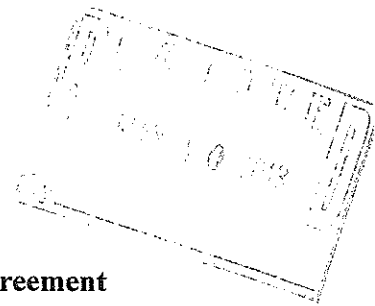




**Gardnerville Town Board**

**AGENDA ACTION SHEET**

1. **For Possible Action:** Approve a special event application for American Diabetes Association Fundraiser scheduled for August 3, 2013 at Heritage Park and waive park fees.
  
2. **Recommended Motion:** Approve a special event application for American diabetes Association Fundraiser scheduled for August 3, 2013 at Heritage Park and waive park fees.  
Funds Available:  Yes  N/A
  
3. **Department:** Administration  
  
Prepared by: Tom Dallaire
  
4. **Meeting Date:** July 2, 2013 **Time Requested:** N/A
  
5. **Agenda:**  Consent  Administrative  
  
Background Information: See attached
  
6. **Other Agency Review of Action:**  Douglas County  N/A
  
7. **Board Action:**  
  
 Approved  Approved with Modifications  
 Denied  Continued



**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: 4/30/13

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

Location of Event/Activities: Heritage Park

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

Street(s) proposing to be closed: None

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

Requesting use of Heritage Park? Yes  No

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

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

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

Contact Person: Alycia Tanner Supervisor of Activity: Alycia Tanner  
Home Telephone #: 775-291-4062 Business Telephone #: N/A Fax #: 206-309-9103

(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: 1241 Sorenson Ln. Gardnerville NV 89460  
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: 1241 Sorenson Ln. Gardnerville NV 89460

Type of Activity Town Park will be used for: Fundraising Walk

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

Band or amplified music? Yes  No

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



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

Date(s) Requested (include setup and tear down time): August 3, 2013

Event hours: 8<sup>30</sup> - 3<sup>30</sup>

Describe proposed event, concessions, fund-raisers, etc.: Fundraiser for the American Diabetes Association will include a small walk around the park and business booths.

Town services, if any, required: Restroom Facilities, Trash

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

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

If Yes, specify quantity, dimensions, etc.: 10x10 Booths to include tables and canopies. Unknown amount at this time.  
*(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)*

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

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

Event Insurance Carrier & Telephone #: Unknown at this time

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

Event Security Plan: ~~None needed~~ Unknown

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

Water and Sanitation Plan if food is being sold or consumed during event: None

Event Clean-up/Sanitation/Garbage Plan: Garbage Dumpsters

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

Fire/Emergency Medical Services Plan: Unknown

*(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: Alycia Tanner Date: 4/30/13  
\_\_\_\_\_  
Date: \_\_\_\_\_  
\_\_\_\_\_  
Date: \_\_\_\_\_

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

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

**(Town Office Use Only)**

Application Fees Paid: \_\_\_\_\_  
Deposit amount Paid: 7300 Date Processed: 6/25/13  
Receipt Number: \_\_\_\_\_ Facility Reviewed: \_\_\_\_\_  
Scheduled for Town Board Agenda: 7/2/13  
Approved: \_\_\_\_\_  
Scheduled for Douglas County Commissioner Agenda: N/A  
Approved: \_\_\_\_\_  
Deposit Returned: \_\_\_\_\_

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/10/2013

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 The Novick Group One Church Street Suite 400 Rockville MD 20850	CONTACT NAME: Margretta Palya, AAI
	PHONE (A/C No. Ext): (301) 795-6600 FAX (A/C No): (301) 795-6610
	E-MAIL ADDRESS: mpalya@novickgroup.com
INSURED American Diabetes Association National Center 1701 N. Beauregard Street Alexandria VA 22311	INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity NAIC # 18058
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

## COVERAGES CERTIFICATE NUMBER: Events REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PHPK958973	1/1/2013	1/1/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 20,000
	<input checked="" type="checkbox"/> Participant Liability						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	PRODUCTS - COMP/OP AGG \$ 2,000,000						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						\$
	<input type="checkbox"/> CLAIMS-MADE						
	DED RETENTIONS						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
			N/A				E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
The Town of Gardnerville is an Additional Insured but only with respect to claims arising out of the negligence of the Named Insured at the Carson Valley Community Walk to Stop Diabetes on 08/03/13 in Heritage Park.

CERTIFICATE HOLDER	CANCELLATION
Gardnerville Town Office 1407 Highway 395 N Gardnerville, NV 89410	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE
	Louis Novick/PALYA

**Gardnerville Town Board**

**AGENDA ACTION SHEET**

1. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Tahoe Douglas Elks Lodge #2670 for the Summerfest/Carnival scheduled for July 23-28, 2013 at Lampe Park.
  
2. **Recommended Motion:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Tahoe Douglas Elks Lodge #2670 for the Summerfest/Carnival scheduled for July 23-28, 2013 at Lampe Park.  
Funds Available:  Yes  N/A
  
3. **Department:** Administration  
  
Prepared by: Tom Dallaire
  
4. **Meeting Date:** July 2, 2013 **Time Requested:** N/A
  
5. **Agenda:**  Consent  Administrative  
  
Background Information: See attached.
  
6. **Other Agency Review of Action:**  Douglas County  N/A
  
7. **Board Action:**  
  
 Approved  Approved with Modifications  
 Denied  Continued



**TED THRAN, CLERK-TREASURER  
OUTDOOR FESTIVAL ENTERTAINMENT EVENT  
APPROVAL FORM  
775 782-9014  
FAX 775-782-9016**

**DATE: JUNE 6, 2013**  
**FROM: TED THRAN, CLERK-TREASURER**  
**SUBJ: OUTDOOR FESTIVAL ENTERTAINMENT EVENT APPLICATION**

Enclosed please find an application for an **Outdoor Festival Entertainment Event** submitted by the **Tahoe/Douglas Elks Lodge #2670**.

The event is the **Tahoe/Douglas Elks Summerfest/Carnival**, scheduled for **July 23 - 28, 2013** to be held at **Lampe Park Soccer Field, Gardnerville, Nevada**.

Please review the application(s), **print this page**, and return your **signed** response to Carol A. McCulloch, in Ted Thran's Office no later than **WEDNESDAY, JUNE 19, 2013**. **THIS ITEM IS SCHEDULED FOR THE JULY 18, 2013 COMMISSIONER AGENDA.**

Thank you, in advance, for your cooperation!

-----  
(please do not detach)

**DATE:** \_\_\_\_\_

**APPROVE:** YES \_\_\_\_\_ NO \_\_\_\_\_

**DEPOSIT RECOMMENDED:** YES \_\_\_\_\_ NO \_\_\_\_\_; if yes, amount \$ \_\_\_\_\_

**COMMENTS/CONDITIONS:** \_\_\_\_\_

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

**SIGNED:** \_\_\_\_\_

**PRINT NAME & TITLE:** \_\_\_\_\_

OUTDOOR FESTIVAL LICENSE APPLICATION

Application Date: 6/6/13 Date(s) of Event: 7/23/13 - 7/28/13

Name of Event: TAHOE/DOUGLAS ELKS SUMMERFEST/CARNIVAL

Location of Event: LAMPE PARK SOCCER FIELD, GARDNERVILLE  
(Address or Legal Description)

Applicant's name: TAHOE/DOUGLAS ELKS LODGE #2670

Contact's name: GARY WENDT  
(If different than applicant)

Mailing address: P.O. BOX 143 MINDEN, NV 89423  
Street or P.O. Box City State Zip Code

Physical address (If different): 1227 KIMMERLING RD. GARDNERVILLE, NV 89460  
Street City State Zip Code

Phone #(s) (775)265-4523 (Business) (775)265-6136 (Home) (775)790-0230 (Cell)

Is the applicant a(n):  Corporation  Partnership  Individual  Other

If corporation or partnership, please list corporate officers or partners:

Name	Address	Title
<u>RUSS WAILES</u>		<u>PRESIDENT</u>
<u>CHARLES HARRIS</u>		<u>CHMN. OF TRUSTEES</u>
<u>SAAARON SNEAD</u>		<u>SECRETARY</u>

Description of Event: 20<sup>TH</sup> ANNUAL SUMMERFEST/CARNIVAL  
CARNIVAL RIDES, GAMES, FOOD AND VENDORS  
ELKS - FOOD, BEER, WINE, MARGARITAS

Hours of operation: 7/23 SET-UP 8AM-NOON 7/26 5PM-11PM  
7/24 5PM-11PM 7/27 NOON-11PM  
7/25 5PM-11PM 7/28 NOON-8PM

What is the name of the designated event representative that will be on-site during the event and who has authority to bind the applicant? GARY WENDT

Will an admission fee be charged for your event?  Yes  No If yes, \$ amount: \_\_\_\_\_

When will fee be collected?  Pre-sales  At entrance

List approximate number of participants: 500/1000 PER DAY

List approximate number of spectators: N/A

List expected peak number of spectators: N/A

Will alcoholic beverages be served?  Yes  No  
(all liquor vendors must be individually licensed with Douglas County Sheriff's Office)

Will food and/or beverages be served?  Yes  No  
(all concessionaires must be licensed and operate under a valid health department permit pursuant to NRS chapter 446.)

Will there be live music?  Yes  No  
- If Yes, Name of Performer(s) \_\_\_\_\_, Type of Music \_\_\_\_\_

Name of Insurer: HAAS & WILKERSON INSURANCE

Limits of liability: 1,000,000/4,000,000

Address of Insurer: 4300 SHAWNEE MISSION PKWY FAIRWAY, KS 66205  
Street City State Zip code

Policy number: G20495121/XCPN00731766

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the permit. The filing of the application does not authorize the conducting of any business for which a permit is required, and any carrying on of such business before a permit is issued may also be grounds for denial of a permit.

Gary R. Wendt  
Signature of Applicant

\_\_\_\_\_  
Date

GARY R. WENDT  
Name of Applicant

kaitos4@frontier.com  
Contact Email Address

ELKS COVERAGE:  
AON'S AFFINITY INSURANCE SERVICES, INC.  
ELKS INSURANCE PROGRAM  
200 E. RANDOLPH, 5TH FLOOR  
CHICAGO, IL 60601  
1,000,000 / 1,000,000  
MWZY 59979 / MWZY 59979

**FESTIVAL PLANS:**

**(MUST BE COMPLETED - ATTACH ADDITIONAL PAGES IF NECESSARY)**

Detailed explanation of the applicant's plans to provide law enforcement protection; water facilities; food concessions; toilet facilities; trash cans and litter; medical facilities; fire protection; parking areas, access and parking control; maintenance of a headquarters or providing contact information; if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; and what provisions shall be made for numbers of spectators in excess of the estimate. Applicant may submit a plot plan showing arrangement of the facilities including those for parking, egress and ingress shall be submitted with the application. (§ 5.12.040)

**Describe law enforcement protection plan (§ 5.12.120(A))**

2 DOUGLAS COUNTY SHERIFFS DEPUTIES ON DUTY FROM 8 PM - 11 AM  
FRIDAY 7/26 AND SATURDAY 7/27. SHERIFF ON CALL ALL  
OTHER HOURS OF OPERATION.

**Describe plan for location and supply of water facilities (§ 5.12.120(B))**

PARK FACILITIES

**Describe food concessions plan (§ 5.12.120(C))**

COOK TRAILER FOR FOOD PREP AND STORAGE.  
BBQS FOR HAMBURGERS, HOT DOGS & PHILLY CHEESE STEAK.  
CARNIVAL ITEMS.

**Describe toilet facilities plan (§ 5.12.120(D))**

6 REGULAR PORT-A-POTTIES }  
1 HANDICAP PORT-A-POTTY } SEE DIAGRAM  
2 HAND WASH STATIONS }

**Describe trash cans and litter plan (§ 5.12.120(E))**

1 14 YARD DUMPSTER FROM DOUGLAS DISPOSAL

**Describe medical facilities plan (§ 5.12.120(F))**

FIRST AID KIT IN COOK TRAILER  
CARNIVAL FIRST AID.

**Describe fire protection plan (§ 5.12.120(G))**

2 FIRE EXTINGUISHERS - COOK TRAILER & BBQS



Describe parking areas, access and parking control plan (§ 5.12.120(H))

LAMPE PARK PARKING LOTS.

Describe location of on-site headquarters or contact information (§ 5.12.120(J))

ELIGS COOK TRAILER  
GARY WENGT CELL (775) 790-0230  
ALT. EARL CAPEHART

Describe illumination plan (§ 5.12.120(K))

LAMPE PARK AND CARNIVAL LIGHTING

Describe overnight camping facilities plan (§ 5.12.120(L))

NO PARKING CAMPING PERMITTED.  
CARNIVAL OWNER RV ON SITE.

Describe communication system plan (§ 5.12.120(Q))

CARNIVAL TWO-WAY RADIOS  
CELL PHONES

What provisions will be made for numbers of spectators in excess of the estimate (§ 5.12.040)

N/A

Attach a plot plan showing arrangement of the facilities including those for parking, egress and ingress. (§ 5.12.040)

( ATTACHED )

**INSURANCE, HOLD HARMLESS & INDEMNIFICATION REQUIREMENTS  
FOR AN OUTDOOR FESTIVAL LICENSE APPLICATION**

Pursuant to Douglas County Code §5.12, any applicant for a Douglas County Outdoor Festival license must ensure the following requirements are met to the satisfaction of Douglas County before the Outdoor Festival license may be issued.

**INDEMNIFICATION & HOLD HARMLESS**

As respects acts, errors or omissions relating to the event, APPLICANT agrees to indemnify and hold harmless COUNTY, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly or indirectly out of the event or any activity leading up to, during, or following the event, excepting those which arise out of the sole negligence of the COUNTY. APPLICANT further agrees to defend COUNTY and assume all costs, expenses and liabilities of any nature to which COUNTY may be subjected as a result of any claim, demand, action or cause of action arising out of the negligent acts, errors or omissions of APPLICANT or its agents concerning the event.

**INSURANCE REQUIREMENTS**

COUNTY requires that APPLICANT purchase General Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the event by APPLICANT, its agents, representatives, or employees. The cost of all such insurance shall be borne by APPLICANT. APPLICANT shall maintain coverage and limits of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage (\$2,000,000 for high risk events).

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY prior to the event. COUNTY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self insured retention and prior to issuing the license. The COUNTY prior to the change taking effect must approve any changes to the deductibles or self-insured retentions.

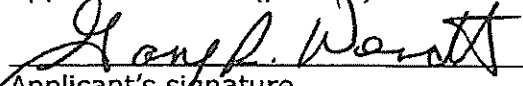
APPLICANT shall provide COUNTY with a certificate of insurance that identifies COUNTY, its officers, agents, employees and volunteers as additional insured's.

*NOTE: A certificate of insurance complying with the provisions stated above is not required with the Outdoor Festival license application, but must be furnished prior to the issuance of the license.*

I hereby agree to the all of the provisions stated above:

TANOE/DOUGLAS ELKS SUMMERFEST CARNIVAL      7/23/13 - 7/28/13  
Name of Event      Date of Event

TANOE/DOUGLAS ELKS #2670  
Applicant's name (printed)

  
Applicant's signature

6/6/13  
Date

GARY R. WENDT

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<b>PRODUCER</b> Aon's Affinity Insurance Services, Inc. The Elks Insurance Program 200 E Randolph, 5th Floor Chicago, IL 60601	<b>CONTACT</b> NAME: D. A. Downey PHONE (AC, No, Ext): (800) 421-3557		FAX (AC, No): (312) 381-2751
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Benevolent and Protective Order of Elks of U.S.A Tahoe-Douglas NV Lodge# 2670 P.O. Box 143 Minden NV 89423-0143	INSURER A: Old Republic Insurance Company		24147
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

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

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INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	MWZY 59979	03/31/13	03/31/14	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PERSON & ADV INJURY \$ 1,000,000
	CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				GENERAL AGGREGATE \$ 1,000,000
					PRODUCTS-COMP/OPP AGG \$ 1,000,000
A	GEN'L AGGREGATE LIMIT APPLIES PER: OCCUR				
	<input checked="" type="checkbox"/> HIRED AUTOS	MWZY 59979	03/31/13	03/31/14	COMBINED SINGLE LIMIT (Ea-accident) \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**  
 Insured Lodge: Elks Lodge# 2670  
 Event: Annual Summerfest Event  
 Location: Lampe Park Gardnerville, NV  
 Date: July 10 2012 thru July 15 2012  
**THE CERTIFICATE HOLDER IS NAMED ADDITIONAL INSURED AS RESPECTS TO THE INSURED'S OPERATIONS DURING THE DESCRIBED EVENT OR ACTIVITY NOTED ABOVE.**  
 HIRED AND NON-OWNED AUTO COVERAGE IS SUBJECT TO THE GENERAL AGGREGATE COVERAGE DOES NOT INCLUDE LIQUOR LIABILITY

<b>CERTIFICATE HOLDER</b> Douglas County P.O. Box 218 Minden, NV 89423	<b>CANCELLATION</b> 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  © 1988-2009 ACORD CORPORATION. All rights reserved. The ACORD name and logo are registered marks of ACORD

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

6/05/2013

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<b>PRODUCER</b> Haas & Wilkerson Insurance 4300 Shawnee Mission Parkway Fairway, KS 66205 913 432-4400	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): <b>913 432-4400</b>		FAX (A/C, No):	
	<b>E-MAIL ADDRESS:</b>			
<b>INSURED</b> Wold Amusements Inc. dba American Traveling Shows PO Box 419 Hanford, CA 93232	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
	<b>INSURER A: ACE American Insurance Company</b>		<b>22667</b>	
	<b>INSURER B:</b>			
	<b>INSURER C:</b>			
	<b>INSURER D:</b>			
	<b>INSURER E:</b>			
<b>INSURER F:</b>				


**COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			G20495121	05/01/2013	05/01/2014	EACH OCCURRENCE \$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$Excluded
							PERSONAL & ADV INJURY \$1,000,000
							GENERAL AGGREGATE \$2,000,000
							PRODUCTS - COMP/OP AGG \$2,000,000
							\$
A	AUTOMOBILE LIABILITY			XCPN00731766	05/01/2013	05/01/2014	COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							\$
							\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			XCPN00731766	05/01/2013	05/01/2014	EACH OCCURRENCE \$4,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$4,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$0						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			N/A			WC STATUTORY LIMITS OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional insured: Tahoe/Douglas Elks Lodge #2670  
 Event: Summerfest Carnival, Lampe Park, Gardnerville, NV

<b>CERTIFICATE HOLDER</b> Douglas County, Douglas County Parks and Recreation Town of Gardnerville 1407 Highway 395 Gardnerville, NV 89410	<b>CANCELLATION</b> 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 
---	--



ROSS MILLER  
 Secretary of State  
 204 North Carson Street, Suite 1  
 Carson City, Nevada 89701-4620  
 (775) 684 5708  
 Website: www.nvsos.gov



90009014

**Nonprofit Amendment  
 (After First Meeting)**  
 (PURSUANT TO NRS CHAPTERS 81 AND 82)

Filed in the office of 	Document Number <b>00002847822-03</b>
Ross Miller Secretary of State State of Nevada	Filing Date and Time <b>08/30/2010 11:08 AM</b>
	Entity Number <b>C5852-1984</b>

USE BLACK INK ONLY - DO NOT HIGHLIGHT

ABOVE SPACE IS FOR OFFICE USE ONLY

**Certificate of Amendment to Articles of Incorporation**  
**For Nonprofit Corporations**

(Pursuant to NRS Chapters 81 and 82 - After First Meeting of Directors)

1. Name of corporation:

Minden/Douglas Lodge No. 2670, Benevolent and Protective Order of Elks of the United States of America

2. The articles have been amended as follows: (provide article numbers, if available)

(paragraph) **FIRST**: That the name of the said non-profit corporation shall be Tahoe/Douglas Lodge No. 2670, Benevolent and Protective Order of Elks of the United States of America.

3. The directors (or trustees) and the members, if any, and such other persons or public officers, if any, as may be required by the articles, have approved the amendment. The vote by which the amendment was adopted by the directors and members, if any, is as follows: \*

Vote of Directors:

Vote of Members:  X

4. Signature: (required)

\_\_\_\_\_  
 Signature of Officer

TRUSTEE SELMANIN  
 Title

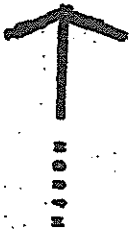
\* A majority of a quorum of the voting power of the members, or as may be required by the articles, must vote in favor of the amendment. If any proposed amendment would alter or change any preference or any relative or other right given to any class of members, then the amendment must be approved by the vote, in addition to the affirmative vote otherwise required, of the holders of a majority of a quorum of the voting power of each class of members affected by the amendment regardless of limitations or restrictions on their voting power. An amendment pursuant to NRS 81.210 requires approval by a vote of 2/3 of the members.

**FILING FEE: \$50.00**

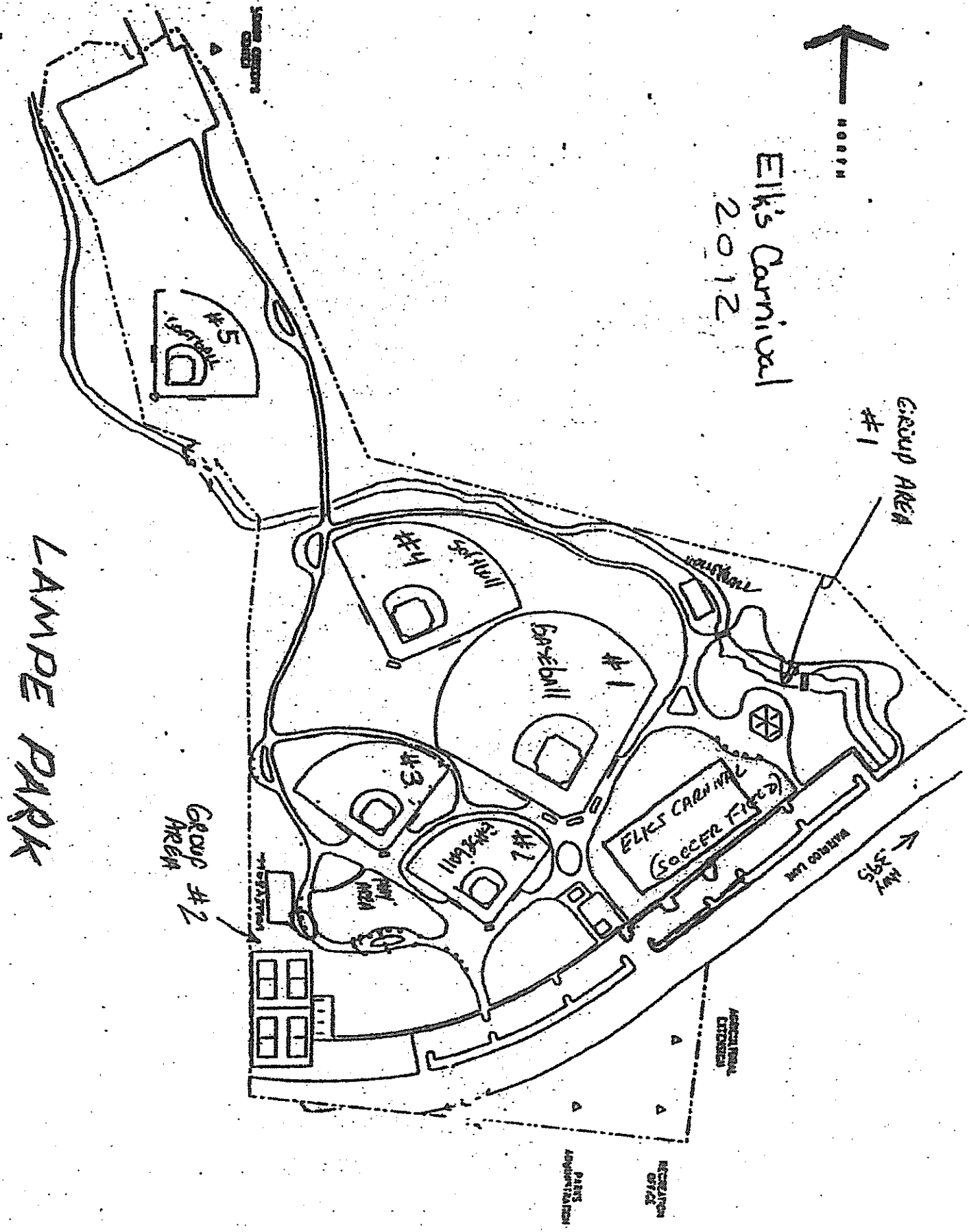
**IMPORTANT:** Failure to include any of the above information and submit with the proper fees may cause this filing to be rejected.

This form must be accompanied by appropriate fees.

Nevada Secretary of State Amend Nonprofit -After  
 Revised: 3-12-09



# Elk's Carnival 2012



LAMPÉ PARK

TORT-A-TOMIES

ARCS - 1 HANDICAP  
1 HANDWASH

14 YD  
JUMPSTAY

MAZES  
WHEEL

CAK  
TASTLER

CAK  
TASTLER

GAIMES

FOOD

GAIMES

GAIMES

FOOD

VENDORS

RIDE

RIDE

RIDE

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RIDE

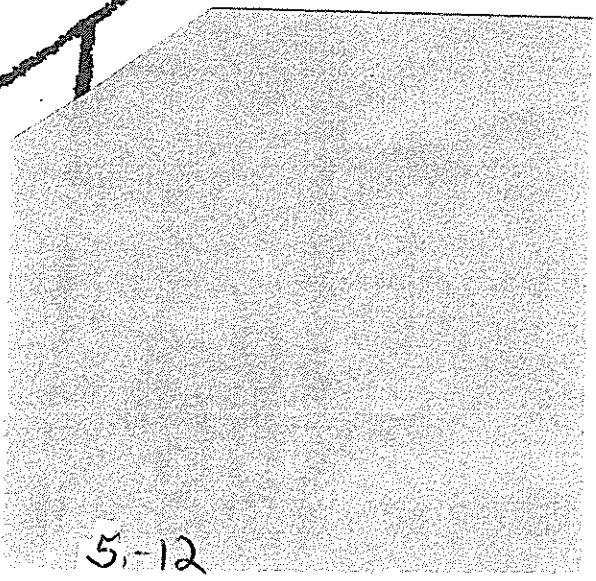
RIDE

RIDE

RIDE

12.12  
HANDWASH  
12.12

JAN 90 187





# Douglas County

1327 Waterloo Lane  
Gardnerville, NV 89410

(775) 782-9828



Tahoe/Douglas Elks Lodge #2670  
P.O. Box 143  
Minden, NV 89423

## Facility Permit

Status: Approved

Customer Type: Class II - Non-Profit 50%

Authorized Agent: Gary Wendt

Work: (775) 265-4523 Home: (775) 265-6136

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS / CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
08/27/2012 Liz Baumgartner	8378	\$2395.00	\$0.00	\$0.00	\$0.00	\$905.00	08/28/2012	\$1490.00

### RESERVATIONS

EVENT NAME	FACILITY	CENTER
2013 Tahoe/Douglas Elks Carnival	Lampe Group Pavilion	Lampe Park Waterloo Lane Gardnerville, Nv 89410
DATES RESERVED		HRS
07/23/2013 @ 08:00 AM to 07/28/2013 @ 11:59 PM		135.9
Total Number of Dates: 6		Total Number of Hours: 135.9833

NOTES: HERBIG PARK WILL NOT BE AVAILABLE DUE TO CONSTRUCTION

EVENT NAME	FACILITY	CENTER
2013 Tahoe/Douglas Elks Carnival	Lampe Soccer Field	Lampe Park Waterloo Lane Gardnerville, Nv 89410
DATES RESERVED		HRS
07/23/2013 @ 08:00 AM to 07/28/2013 @ 11:59 PM		135.9
Total Number of Dates: 6		Total Number of Hours: 135.9833

NOTES: HERBIG PARK WILL NOT BE AVAILABLE DUE TO CONSTRUCTION

### CHARGES

CHARGE DESCRIPTION	FACILITY/EVENT	UNIT FEE	QTY	TAX	TOTAL CHARGED	DISCOUNTED/PAID	BALANCE DUE
Deposit Lampe Pavilion	Lampe Group Pavilion - 2013 Tahoe/Douglas Elks Carnival	\$100.00	2.00	\$0.00	\$200.00	\$200.00	\$0.00
Reservation Fee	Lampe Group Pavilion - 2013 Tahoe/Douglas Elks Carnival	\$5.00	1.00	\$0.00	\$5.00	\$5.00	\$0.00
Alcohol For Sale Permit	Lampe Soccer Field - 2013 Tahoe/Douglas Elks Carnival	\$50.00	1.00	\$0.00	\$50.00	\$50.00	\$0.00

5-13

Deposit Soccer Field, Tournament or Event	Lampe Soccer Field - 2013	\$200.00	2.00	\$0.00	\$400.00	\$400.00	\$0.00
Lampe Pavilion/hour	Tahoe/Douglas Elks Carnival						
Soccer Field/Event/day	Lampe Soccer Field - 2013	\$17.50	48.00	\$0.00	\$840.00	\$250.00	\$590.00
	Tahoe/Douglas Elks Carnival						
	Lampe Soccer Field - 2013	\$150.00	6.00	\$0.00	\$900.00	\$0.00	\$900.00
	Tahoe/Douglas Elks Carnival						

## PAYMENTS AND REFUNDS

RECEIPT NUMBER	DATE	CHARGE DESCRIPTION	FACILITY/EVENT	AMOUNT
1090235.001	08/29/2012	Deposit Lampe Pavilion	Lampe Group Pavilion - 2013 Tahoe/Douglas Elks	\$200.00
1090235.001	08/29/2012	Reservation Fee	Lampe Group Pavilion - 2013 Tahoe/Douglas Elks	\$5.00
1090235.001	08/29/2012	Deposit Soccer Field, Tournament or Event	Lampe Soccer Field - 2013 Tahoe/Douglas Elks	\$400.00
1090235.001	08/29/2012	Alcohol For Sale Permit	Lampe Soccer Field - 2013 Tahoe/Douglas Elks	\$50.00
1090235.001	08/29/2012	Lampe Pavilion/hour	Lampe Soccer Field - 2013 Tahoe/Douglas Elks	\$250.00

## ADDITIONAL CUSTOMER INFORMATION

Company Phone 1: (775) 265-4523

## DISCLAIMERS

Department Alcohol Permit is required for any event at which alcohol will be sold. This fee is not waivable or subject to class percentage reductions, and is separate from any other fees imposed.

Payment of deposit will hold the requested date and facility; subject to review and approval by Park Supervisor.

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY. ALL GROUPS WILL BE EXPECTED TO COMPLY WITH ALL DOUGLAS COUNTY PARK RULES AND REGULATIONS WHEN USING COUNTY FACILITIES. TITLE 13 OF THE DOUGLAS COUNTY CODE OUTLINES THESE RULES. A COPY OF THE RULES IS AVAILABLE AT THE LAMPE PARK ADMINISTRATION OFFICE.

1. Fees, deposits and conditions of the application to reserve any Douglas County Park facility must filled out ten (10) days prior to the requested day of use. All applications are reviewed and subject to approval by the Parks and Recreation Director or his delegate.
2. Rules prohibiting the presence of dogs or animals and use of any glass beverage containers will be strictly observed and enforced. Exceptions to this include seeing eye dogs with masters and any special activity previously authorized by Park and Recreation Director or his delegate.
3. Violation of any established rules or regulations regarding facility usage are contract infractions and are subject to immediate termination of the permit by the Park and Recreation Director or his delegate.
4. Douglas County, its employees and representatives, shall be held harmless for damage or loss of applicant's or group's property and equipment and for any personal injury or loss incurred by the applicant or by the group's personnel, employees or participants. Applicant or groups shall be obligated to reimburse Douglas County for all expenses incurred by the County in the event of legal action taken against your organization or group.
5. The user of facility covered by this permit MUST have a copy of the permit in possession during time of use.

### REFUND POLICY

The following refund policy will be in effect regarding all park and recreation facilities available for reservation: \*The \$5.00 reservation fee is non-refundable.

- (1) A group may cancel their reservation thirty (30) calendar days prior to the reservation, with a full refund, less a \$10.00 administrative fee.
- (2) A cancellation fee based upon 50% of all fees or 100% of deposit, whichever is less, will be assessed if cancellation is made between 29 days and 10 days prior to the date of reservation.
- (3) In the event the permittee fails to appear for the scheduled use or cancels with less than 10 days notice, no refunds of fees will be given.
- (4) In the event that the DSCO has to be called for any reason a fee will be taken from the deposit.
- (5) The deposit will be retained if the room rental capacity is exceeded.

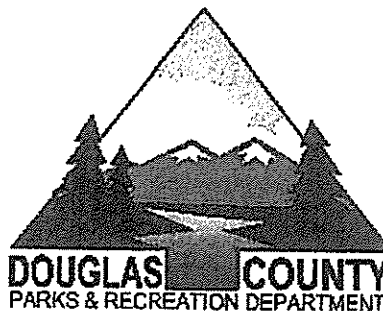
I, \_\_\_\_\_ of the \_\_\_\_\_  
 Name of Individual Name of Organization

am familiar with the rules and regulations regarding use by the public of parks and other recreation areas and agree on behalf of the organization to abide by all provisions thereof. I, furthermore, agree to be responsible and liable on behalf of the organization, for any damages occurring to County property as a result of our use.

# Douglas County

1327 Waterloo Lane  
Gardnerville, NV 89410

(775) 782-9828



Tahoe/Douglas Elks Lodge #2670  
P.O. Box 143  
Minden, NV 89423

## Receipt

DATE/ TIME	RECEIPT NUMBER USER NAME	CHARGES					PAYMENTS	BALANCE DUE
8/29/2012 2:48 PM	1090235.001 Liz Baumgartner	\$ 905.00					\$ 905.00	\$ 0.00

### PAYER INFORMATION

PAYER NAME	ADDRESS	PHONE #	PAYMENT TYPE INFORMATION	AMOUNT
Tahoe/Douglas Elks Lodge #2670	P.O. Box 143	Home: (775) 265-6136	CHECK	\$ 905.00
Attn: Gary Wendt	Minden, NV 89423	Work: (775) 265-4523	No: 2036 ID#: per check	

### TRANSACTION(S)

CUSTOMER NAME	TRANSACTION INFORMATION	FEES/AMOUNT
Tahoe/Douglas Elks Lodge #2670	Made Payment for Permit #8378 Lampe Group Pavilion	2013 Tahoe/Douglas Elks Carnival/Lampe Group Pavilion-Deposit Lampe Pavilion \$ 200.00
# 112		
Tahoe/Douglas Elks Lodge #2670	Made Payment for Permit #8378 Lampe Group Pavilion	2013 Tahoe/Douglas Elks Carnival/Lampe Group Pavilion-Reservation Fee \$ 5.00
# 112		
Tahoe/Douglas Elks Lodge #2670	Made Payment for Permit #8378 Lampe Soccer Field	2013 Tahoe/Douglas Elks Carnival/Lampe Soccer Field-Deposit Soccer Field, Tournament or Event \$ 400.00
# 112		
Tahoe/Douglas Elks Lodge #2670	Made Payment for Permit #8378 Lampe Soccer Field	2013 Tahoe/Douglas Elks Carnival/Lampe Soccer Field-Alcohol For Sale Permit \$ 50.00
# 112		
Tahoe/Douglas Elks Lodge #2670	Made Payment for Permit #8378 Lampe Soccer Field	2013 Tahoe/Douglas Elks Carnival/Lampe Soccer Field-Lampe Pavilion/hour \$ 250.00
# 112		

BALANCE OF PAYMENT PLANS PAID AGAINST ON THIS RECEIPT:

Receipt 3009557.001 Balance = \$1,490.00

Thank you for your business. Have a great day!

Save all receipts for your records. We do not have a year end statement.  
Douglas County Parks & Recreation Federal Tax ID #88-6000031.





**Gardnerville Town Board**

**AGENDA ACTION SHEET**

1. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Capital Classic Productions for the Main Street Event car show, August 16-18, 2013 in downtown Minden and Lampe Park.

2. **Recommended Motion:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Capital Classic Productions for the Main Street Event car show, August 16-18, 2013 in downtown Minden and Lampe Park.

Funds Available:  Yes  N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** July 2, 2013 **Time Requested:** N/A

5. **Agenda:**  Consent  Administrative

**Background Information:** See attached.

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

7. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

**TED THRAN, CLERK-TREASURER  
OUTDOOR FESTIVAL ENTERTAINMENT EVENT  
APPROVAL FORM  
775 782-9014  
FAX 775-782-9016**

**DATE: JUNE 14, 2013**  
**FROM: TED THRAN, CLERK-TREASURER**  
**SUBJ: OUTDOOR FESTIVAL ENTERTAINMENT EVENT APPLICATION**

Enclosed please find an application for an **Outdoor Festival Entertainment Event** submitted by the **Capital Classic Productions**.

The event is the **Main Street Event car show**, scheduled for **August 16 - 18, 2013** to be held in Downtown Minden & Lampe Park Soccer Field, Gardnerville, Nevada.

Please review the application(s), **print this page**, and return your **signed** response to Carol A. McCulloch, in Ted Thran's Office no later than **THURSDAY, JUNE 27, 2013**. **THIS ITEM IS SCHEDULED FOR THE JULY 18, 2013 COMMISSIONER AGENDA.**

Thank you, in advance, for your cooperation!

-----  
(please do not detach)

DATE: \_\_\_\_\_

APPROVE: YES \_\_\_\_\_ NO \_\_\_\_\_

DEPOSIT RECOMMENDED: YES \_\_\_\_\_ NO \_\_\_\_\_; if yes, amount \$ \_\_\_\_\_

COMMENTS/CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED: \_\_\_\_\_

PRINT NAME & TITLE: \_\_\_\_\_

RECEIVED

JUN 13 2013

DOUGLAS COUNTY CLERK

OUTDOOR FESTIVAL LICENSE APPLICATION

Application Date: 6-12-13 Date(s) of Event: Aug 16<sup>th</sup> - 17<sup>th</sup> - 18<sup>th</sup>

Name of Event: Main Street Event

Location of Event: 16<sup>th</sup> + 17<sup>th</sup> on Esmeralda 18<sup>th</sup> Lampe Park  
(Address or Legal Description)

Applicant's name: Capital Classic Productions

Contact's name: Bryan McGill  
(If different than applicant)

Mailing address: PO Box 3882 Carson City NV 89702  
Street or P.O. Box City State Zip Code

Physical address (If different): 216 D. Iris St Carson City NV 89703  
Street City State Zip Code

Phone #(s): 756903680 (Business) \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell)

Is the applicant a(n):  Corporation  Partnership  Individual  Other Sole Proprietor

If corporation or partnership, please list corporate officers or partners:

Name	Address	Title
/		

Description of Event: 3 day Classic Car event in Downtown Minden (off Esmeralda) and Lampe Park, Music (Band + DJ), Food + vendors, car participants enter their vehicle for a chance at cash + awards. Vehicles remain static while in closed off area. Open to the Public

Hours of operation: Friday 16<sup>th</sup> 5<sup>am</sup> - 10:30pm Saturday 17<sup>th</sup> 8am - 4pm Sunday 18<sup>th</sup> 8am - 4pm

What is the name of the designated event representative that will be on-site during the event and who has authority to bind the applicant? Bryan McGill

Will an admission fee be charged for your event?  Yes  No If yes, \$ amount: 15-

When will fee be collected?  Pre-sales  At entrance Open (no charge) to Public

List approximate number of participants: 200

List approximate number of spectators: 500-1000

List expected peak number of spectators: 500

Will alcoholic beverages be served?  Yes  No only downtown  
(all liquor vendors must be individually licensed with Douglas County Sheriff's Office)

Will food and/or beverages be served?  Yes  No  
(all concessionaires must be licensed and operate under a valid health department permit pursuant to NRS chapter 446.)  
Delcy, Fabulous Cottops

Will there be live music?  Yes  No  
- If Yes, Name of Performer(s) Johnny Starr, Type of Music 50-60-70

Name of Insurer: EAST MAIN ST INSUR. SUC

Limits of liability: See Attached

Address of Insurer: PO Box 1298 Cross Valley CA 95945  
Street City State Zip code

Policy number: EJ-771310-582946

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the permit. The filing of the application does not authorize the conducting of any business for which a permit is required, and any carrying on of such business before a permit is issued may also be grounds for denial of a permit.

[Signature]  
Signature of Applicant

6-12-13  
Date

Bryan K. McGill  
Name of Applicant  
[Signature]

CapitalClassicevents@~~g~~yahoo.com  
Contact Email Address



**FESTIVAL PLANS:**

**(MUST BE COMPLETED - ATTACH ADDITIONAL PAGES IF NECESSARY)**

Detailed explanation of the applicant's plans to provide law enforcement protection; water facilities; food concessions; toilet facilities; trash cans and litter; medical facilities; fire protection; parking areas, access and parking control; maintenance of a headquarters or providing contact information; if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; and what provisions shall be made for numbers of spectators in excess of the estimate. Applicant may submit a plot plan showing arrangement of the facilities including those for parking, egress and ingress shall be submitted with the application. (§ 5.12.040)

**Describe law enforcement protection plan (§ 5.12.120(A))**

We will hire any needed Security

**Describe plan for location and supply of water facilities (§ 5.12.120(B))**

Dark + Civic Facilities  
Vendors will have water available

**Describe food concessions plan (§ 5.12.120(C))**

Food + Beverage Vendors. All Food + Beverage vendors are licensed + covered by state health dept. Vendors are responsible for their Area Sanitation requirements

**Describe toilet facilities plan (§ 5.12.120(D))**

3 restrooms (portable) 1 Handicapped 1 Handicapped Station  
plus cups + Park + Lampe Park  
(2) (2)

**Describe trash cans and litter plan (§ 5.12.120(E))**

2 Dumpsters + arrangement w/ Town of Munda  
" " " w/ Lampe Park  
CCP will check Areas during event + dispose of trash

**Describe medical facilities plan (§ 5.12.120(F))**

Registration Downtown - 1st Aid  
1st responder + CPR Certified Person will be at event

**Describe fire protection plan (§ 5.12.120(G))**

2 Fire Extinguishers

**Describe parking areas, access and parking control plan (§ 5.12.120(H))**

Participants to park on closed off streets or in designated area of Lampe Park.

**Describe location of on-site headquarters or contact information (§ 5.12.120(J))**

Emeralda + Stn  
+  
Lampe Park } CEP Booth 690-3680

**Describe illumination plan (§ 5.12.120(K))**

~~None~~ 4 Tower lights + Street lights

**Describe overnight camping facilities plan (§ 5.12.120(L))**

None

**Describe communication system plan (§ 5.12.120(Q))**

Sound System DJ + Band  
AT Registration + CEP Booth

**What provisions will be made for numbers of spectators in excess of the estimate (§ 5.12.040)**

N/A

**Attach a plot plan showing arrangement of the facilities including those for parking, egress and ingress. (§ 5.12.040)**



## **INSURANCE, HOLD HARMLESS & INDEMNIFICATION REQUIREMENTS FOR AN OUTDOOR FESTIVAL LICENSE APPLICATION**

Pursuant to Douglas County Code §5.12, any applicant for a Douglas County Outdoor Festival license must ensure the following requirements are met to the satisfaction of Douglas County before the Outdoor Festival license may be issued.

### **INDEMNIFICATION & HOLD HARMLESS**

As respects acts, errors or omissions relating to the event, APPLICANT agrees to indemnify and hold harmless COUNTY, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly or indirectly out of the event or any activity leading up to, during, or following the event, excepting those which arise out of the sole negligence of the COUNTY. APPLICANT further agrees to defend COUNTY and assume all costs, expenses and liabilities of any nature to which COUNTY may be subjected as a result of any claim, demand, action or cause of action arising out of the negligent acts, errors or omissions of APPLICANT or its agents concerning the event.

### **INSURANCE REQUIREMENTS**

COUNTY requires that APPLICANT purchase General Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the event by APPLICANT, its agents, representatives, or employees. The cost of all such insurance shall be borne by APPLICANT. APPLICANT shall maintain coverage and limits of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage (\$2,000,000 for high risk events).

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY prior to the event. COUNTY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self insured retention and prior to issuing the license. The COUNTY prior to the change taking effect must approve any changes to the deductibles or self-insured retentions.

APPLICANT shall provide COUNTY with a certificate of insurance that identifies COUNTY, its officers, agents, employees and volunteers as additional insured's.


*NOTE: A certificate of insurance complying with the provisions stated above is not required with the Outdoor Festival license application, but must be furnished prior to the issuance of the license.*

I hereby agree to the all of the provisions stated above:

Main Street Event  
Name of Event

8-16/8-17/8-18-2013  
Date of Event

Bryan Mcbill  
Applicant's name (printed)

  
Applicant's signature

6-12-2013  
Date





# CERTIFICATE OF LIABILITY INSURANCE

DATE  
06/12/2013

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley, CA 95945 Phone 855-493-8368, Email info@theeventhelper.com	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
	INSURER A: Lloyds Syndicate 2623	AA-1128623 82%
	INSURER B: Lloyds Syndicate 623	AA-1126623 18%
	INSURER C: INSURER D: INSURER E:	

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADOL INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS
A	Y	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <u>Host Liquor Liability</u> GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> <u>Retail Liquor Liability</u>	EH-771310-582946	08/16/2013	08/19/2013	EACH OCCURRENCE INCLUDES BODILY INJURY & PROPERTY DAMAGE \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ INCLUDED DEDUCTIBLE \$ 1,000
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Each Occurrence) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STAT. LIM. <input type="checkbox"/> OTH. \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		<b>OTHER</b>				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Certificate holder listed below is named as additional insured per attached CG 20 26 07 04.

**CERTIFICATE HOLDER**

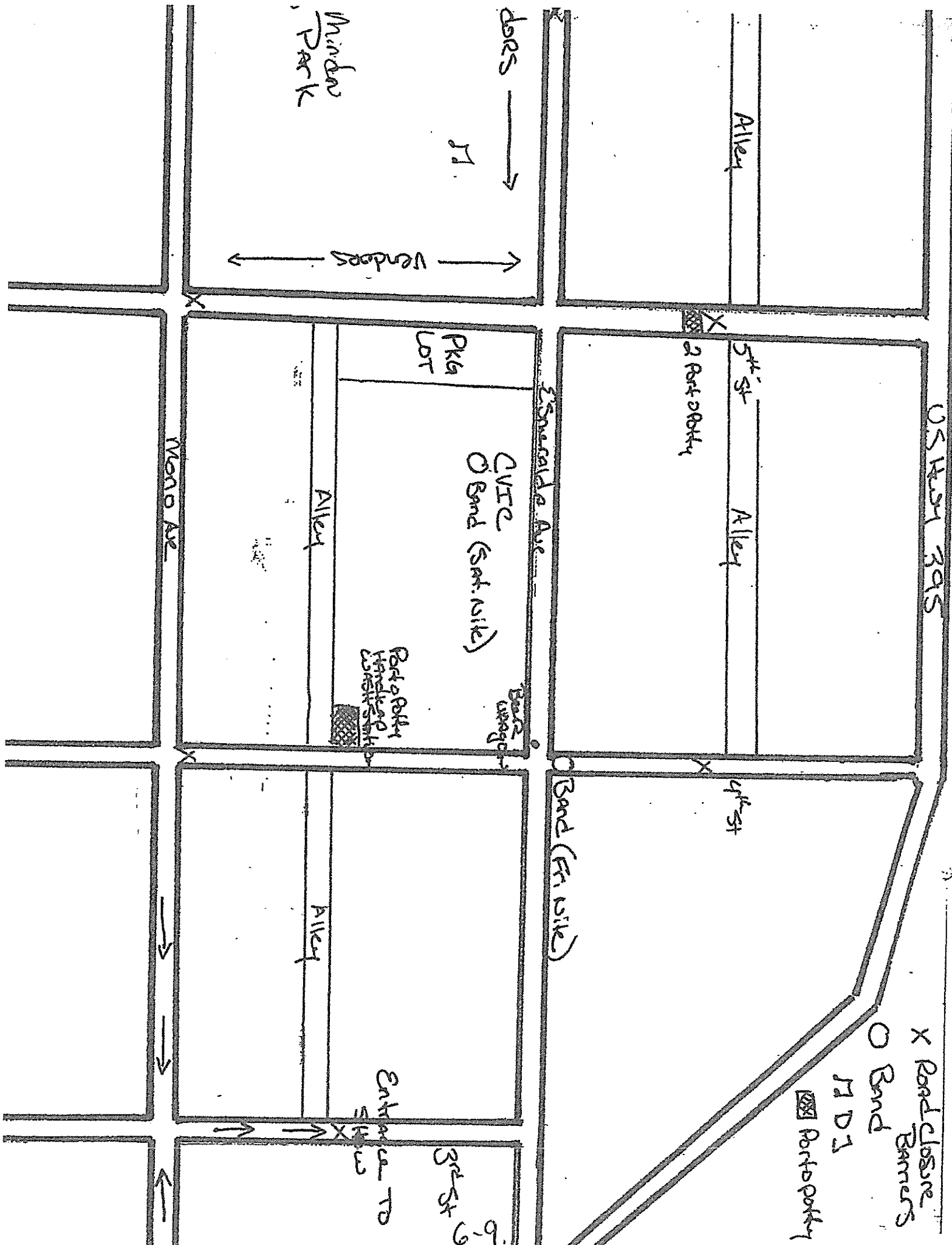
Douglas County  
 their employees, agents & contractors  
 1616 8th St  
 Minden, NV 89423

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

6-8 *Will Maddux*



US Hwy 395

Alley

dors ←

Vendors →

5th St

Alley

2 Porto Polky

Emerald Ave

Pkgs Lot

Civic O Band (Sat. side)

Alley

Porto Polky Handled by USHW 395

Band storage

Mono Ave

4th St

O Band (Fri. side)

Alley

X Road closure  
Band Banners  
MDI  
Porto Polky

Entrance to

6-9  
3rd St





# Douglas County



# SHERIFF

*"A Tradition of Service"*

Ron Pierini  
SHERIFF

## Temporary Liquor License Permit

Non-Profit:		Special Event:	XX
-------------	--	----------------	----

Organization:	Capital Classic Productions
---------------	-----------------------------

Requested By:	Bryan McGill
Mailing Address:	PO Box 3882
City, State, Zip:	Carson City, NV 89702
Telephone:	(775)690-3680

Event:	Main Street Event		
Event Location:	Downtown Minden-Esmeralda		
Event Date:	August 16, 2013 August 17, 2013		
Event Time:	8/16 5pm-10:30pm & 8/17 8am-4pm		
Type of License (mark one):	Beer & Wine Only	XX	Full Alcohol

Approved by: \_\_\_\_\_  
Parks Superintendent

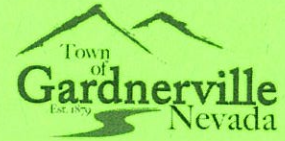
\_\_\_\_\_ Date

Approved by: Ronald P. Pierini  
Ronald Pierini, Sheriff

6/13/13  
Date

Fee Paid:	\$150.00
Date of Application:	06/13/13

What steps will you take to limit alcohol access to our youth at your event?  
(see attached)



**Gardnerville Town Board**

**AGENDA ACTION SHEET**

1. **For Possible Action:** Approve appointments of Dorette Caldana, Kenneth Garber and Margaret Pross to the Main Street Gardnerville Board of Directors.

2. **Recommended Motion:** Approve appointments of Dorette Caldana, Kenneth Garber and Margaret Pross to the Main Street Gardnerville Board of Directors.

Funds Available:  Yes  N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** July 2, 2013 **Time Requested:** N/A

5. **Agenda:**  Consent  Administrative

**Background Information:** See attached.

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

7. **Board Action:**

Approved

Denied

Approved with Modifications

Continued



June 11, 2013

Main Street Gardnerville Board of Directors,

It has been my great pleasure to serve on the Main Street Gardnerville Board of Directors as well as participate in our many revitalization efforts of downtown. Therefore, please accept this letter as a reaffirmation of my commitment and desire to remain on the Board of Directors for a second term.

Should you need further information, please contact me at your earliest convenience.

Respectfully,

Dorette L. Caldana

Main Street Gardnerville  
Ph: 775.782.8027    1407 Main Street (Hwy 395 N), Gardnerville, NV 89410    Fax: 775.782.7135  
[www.mainstreetgardnerville.org](http://www.mainstreetgardnerville.org)

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



1100 County Road  
Suite C  
Minden  
Nevada 89423  
705.283.1997

McCallyRealty.com

May 24, 2013

Dorette Caldana  
President

Paula Lochridge  
Program Manager  
Main Street Gardnerville

Dear Members;

This letter is to inform you of my desire to continue on the Board of Directors for the Main Street Gardnerville program for an additional term.

Additionally; I would also like to remain on the Program Subcommittee and continue my involvement in those related programs including the Thirsty Third Thursday Wine Walks.

Thanking you in advance for your consideration,

A handwritten signature in cursive script that reads "Kenneth S. Garber".

Kenneth S. Garber

Margaret A. Pross

May 21, 2013

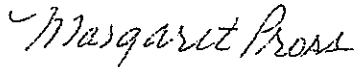
Gardnerville Town Board  
1407 Hwy. 395  
Gardnerville, NV 89410

Board Members:

Since the inception of the Main Street Gardnerville Program, it has been my pleasure to serve as Vice-Chair of the Main Street Gardnerville Board of Directors for one year and President of the Main Street Gardnerville Board of Directors for two consecutive years. I have immensely enjoyed being an active member of our Board, participating in the revitalization of downtown Gardnerville. I believe that I have demonstrated the commitment, skills and leadership that our Program requires. I have the time and enthusiasm as well as the respect of our community to get the job done.

I would like to continue to participate in this amazing program as a Director for another term. I hope that you will support me in my request.

Sincerely,



Margaret Pross  
Main Street Gardnerville  
Board of Directors