



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

Contact: Carol Louthan, Office Manager
Senior for any questions or additional
information. You may also view the
board packet online at the town's website.

Tuesday, March 4, 2014

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

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

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

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

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

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

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

PLEDGE OF ALLEGIANCE- Mike Philips

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

February 4, 2014 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 February 2014 claims**
4. **For Possible Action: Approve Town of Gardnerville 2013 Annual Report**
5. **For Possible Action: Approve Use of Heritage Park by the Douglas County Historical Society for a Young Chautauqua Performance to be held at Heritage Park June 17, 2014 from 5:00 p.m. to 6:00 p.m., considered to be a Class 1 use per policy.**



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

6. **For Possible Action:** Approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 20, 2014 at Heritage Park from 9:00 a.m. to 5:00 p.m., considered to be a Class 1 use per policy.
7. **For Possible Action:** Approve resolution 2014R-10, requested by County Staff to dedicate Mathias Parkway, from Virginia Ranch Road to the Virginia Ditch, to the county for maintenance, which is an extension of the Muller Parkway right-of-way and county collector road.

ADMINISTRATIVE AGENDA

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

8. **For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for February 2014.
 - a. Approve, approve with modifications or deny the Main Street Gardnerville Design Committee's selected location for the Basque mural; with public comment prior to Board Action. (approx. 10 minutes)
9. **For Possible Action:** Discussion on a request by Main Street Gardnerville and the Carson Valley Visitors Authority to hang 18"x 30" banners on decorative light poles within downtown, Mission Street to Church Street from January through June; with public comment prior to Board action. (approx. 15 minutes)
10. **For Possible Action:** Discussion on a request to approve a town event application by the Family Support Council for Grillin & Chillin BBQ Cook Off to be held at Heritage Park June 7, 2014 from 6:00 a.m. to 11:00 p.m., and waive fees associated with the rental of the park, considered to be a Class II use per policy. Appearance by a Family Support representative; with public comment prior to Board action. (approx. 10 minutes)
11. **For Possible Action:** Discussion on a request to approve a town street closure application by the Trinity Lutheran Church to close a portion of Douglas Avenue for a Holy Smoker Bar-B-Que and Car Show on May 3, 2014, and waive fees associated with the street closure, appearance by Ken Miller; with public comment prior to Board action. (approx. 10 minutes)
12. **For Possible Action:** Discussion to award, reject or modify Bid 2014-05 for Chichester Crack Repair; with public comment prior to Board action. (approx. 5 minutes)
13. **For Possible Action:** Discussion on a Master Plan Amendment (ref. DA 14-012), a request by county staff for the Town Board to review, comment, and provide a recommendation on the adoption of the 2014 Douglas County Bike Plan, funded and prepared by the Nevada Department of Transportation (NDOT), affecting areas outside of the Tahoe Basin and amending a portion of the 2003 Comprehensive Trails Plan. (approximately 20 minutes)
14. **For Possible Action:** Discussion to approve submittal of an application for a \$550,000 NDOT 2014 Transportation Alternatives Program (TAP) grant, to be funded in 2015, to improve the safety of the Highway 395 "S Curve" adjacent to the former Eagle Gas Station site located at 1395 Highway 395 North (APN 1320-33-402-075), including drainage improvements and new ADA sidewalks. TAP grants require a minimum match of 5%, which would be \$20,250 for this application; with public comment prior to Board action. (approx. 20 minutes)
15. **For Possible Action:** Discussion on movie rating to be played at the town's "Movies in the Park" event and for the board to consider playing edited versions only of PG-13 movies during "Movies in the Park"; with public comment prior to Board action. (approx. 10 minutes)



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

16. **For Possible Action.** Discussion on budget development for Fiscal Year 2014/2015 including, but not limited to;
 - a. review of Towns strategic plan and goals
 - b. review of the Town Values
 - c. update of capital improvement projects for fiscal year 2014-2019
 - d. review of the town employee merit increases
 - e. review and discuss proposed town projects anticipated for bidding award before June 30, 2014
 - f. review of the tentative budget for 2014-2015 and review of the revenue estimates,
 - g. review of health & sanitation fees and services, and other matters properly related thereto; with public comment prior to Board action. (approx. 60 minutes)

17. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for February 2014. (approx. 5 minutes)

18. **Not For Possible Action:** Discussion on the Town Manager/Engineer's Monthly Report of activities for February 2014. (approx. 10 minutes)

Next regular Town Board Meeting: Wednesday, April 2, 2014-5:30 PM Town Administrative Offices.



GARDNERVILLE TOWN BOARD

Meeting Minutes

Linda Slater, Chairman
Lloyd Higuera, Vice Chairman
Mary Wenner, Board Member
Mike Phillips, Board Member
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Tuesday, February 4, 2014

4:30 p.m.

Gardnerville Town Hall

4:30 P.M. Chairman Slater called the meeting to order and made the determination a quorum is present.

PLEDGE OF ALLEGIANCE - Ken Miller 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 Higuera/Wenner to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.



FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

January 7, 2014 Regular Board meeting, with public comment prior to Board action.

Motion Higuera/Miller to approve the previous minutes.

No public comment.

Upon call for the vote, motion carried.



PUBLIC INTEREST COMMENTS (No Action)

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No public comment.



CONSENT CALENDAR FOR POSSIBLE ACTION

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Motion Higuera/Miller to approve the consent calendar.

- For Possible Action: Correspondence
Read and noted.**
- For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities
Motion to accept.**
- For Possible Action: Approve January 2014 claims
Motion to approve.**
- For Possible Action: Approve the recommendation to appoint Suzanne Carreau, to the Main Street Gardnerville Board
Motion to approve.**

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)

5.  **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for January 2014.**

Dorette Caldana reported for Paula Lochridge. Today Paula is partnering with the Chamber of Commerce. We are putting on a website development/engagement through social media. We are planning a retreat March 15th. Steve Lewis, with University of Nevada Cooperative Extension office, will be conducting and facilitating this. We will be reviewing our master plan, making sure it is in alignment with the county and the town. Since the Town of Minden is considering developing a Main Street program, we want to be at the forefront and want to make sure we are prepared and being productive in our Main Street efforts to assist them. The organization committee is working on the annual report. We will present the information from the annual report at a later board meeting. Carol Sandmeier will be doing her quarterly report later on to you. Paula and I did a presentation to the Basque Club. We have been looking for funding. It has taken almost three years for us to get funded for our Basque mural. They thought that was our main focus when we came to the meeting, which it was not. We are looking at a palota/fronton court. They seemed quite interested. They also said if we need future moneys for the mural they would be willing to provide that to us. They are looking at providing a member of their committee to do further research into the fronton court. We will not be doing the holiday bazaar this year. Most of the businesses that have participated are not our main street businesses. It's not really supporting what our focus is. It takes months to prepare for and our profits are low. Stephanie Waggoner and Paula will be attending the Main Street Conference held in Detroit May 18 to the 21st. Penny Lane is closing their clothing and accessories shop but they are keeping open the furniture consignment store. A new hot tub business is going in where Curves was. We did have a cash mob on February 1st. (The email from the owner of the cash mob focus was read.) The morning coffee meeting was attended by 11 people. No new items, just a good discussion group. Heritage Park workday is March 1. Next morning coffee will be on March 4th at Sharkey's.


Mr. Higuera asked where the mural is going.

Ms. Caldana responded the original location was on Battle Born. Carol Yparraguirre was supposed to get back to me. That was in September. With the Basque club's influence the owner of the Overland is now considering placing the mural there. We felt that would be the best spot for the mural. The other location was Sharkey's but we really felt like more of a heritage building would Battle Born or property having Basque ownership.

6.  **Not For Possible Action: Presentation about the Nevada League of Cities and Municipalities, presented by Wes Henderson, Executive Director.**

Chairman Slater read a summary of Mr. Henderson's background before becoming the executive director of Nevada League of Cities and Municipalities.

Mr. Wes Henderson, Nevada League of Cities and Municipalities Executive Director, thanked the Board for their membership and for allowing him to be here tonight. Mr. Henderson gave a power point presentation about the Nevada League of Cities and Municipalities.

7.  **For Possible Action: Discussion to approve, continue or deny a Land Division Application (LDA 14-002) for Alta Consulting LTD., Mark Neuffer, a request for a tentative parcel map to subdivide 3.27 acres into 4 parcels, the smallest being 0.63 net acres. The subject property is located at 1144 Highway 395, within the GC (General Commercial) Zoning District within the Minden-Gardnerville Community plan (APN:1220-10-601-002); with public comment prior to Board action.**

Mr. Mark Neuffer is here with Cecilia Hamilton, civil engineer for the project. We are here to answer any questions about the map.

Mr. Dallaire reviewed the project for the benefit of those present.

Cecilia Hamilton pointed out on the map for board members the drainage and traffic modifications they have made for the project.

Mr. Dallaire gave them the concerns that need to be addressed: pedestrian access and the floodway.

Mr. Dirk Goering, Douglas County Planning, has talked with Tom and Mark about the project. When it does come time for the project to develop they will have to do a design review. The town will have a chance to review it then. NDOT will look at it also. There was a traffic study and they have required a condition. It has to do with adding some improvements per NDOT requirements. There was a discussion about speed limit. After Wal Mart was built NDOT would look at this area after a year or so and then make a determination whether they need to lower the speed limit.

Mr. Higuera asked if they read the conditions on this. The recommendation is conditional approval based on the staff report.

Mr. Dallaire mentioned the conditions staff put on were the storm drain, the pedestrian access and reciprocating access on Riverview

Mr. Neuffer has submitted for the tentative map process only. I did read the concerns. We can't do anything about that today. We are just contracted to do a tentative parcel map. I will say I am a huge proponent of pedestrian access and linkages.

Mr. Dallaire would like to modify the letter to say "design review" not "improvement plans" before we send it to the county. The design review will be back in the future if they move forward with the project.

Chairman Slater called for public comment.

Mrs. Jeanne Lamb really appreciated his comment and observation. At one time I did work in engineering and I think this is a wonderful thing. My concern is, whenever I drive that way, is the traffic. I think this is a great idea but I am glad you insist that they need your approval. Thank you.

No further public comment.

Motion Miller/Higuera to conditionally approve the tentative parcel map for Alta Consulting Company, Mark Neuffer, to divide a 3.27 acre parcel into four parcels and approve staff conditions as outlined on page 7-2, including the design review. Motion carried unanimously.

8.  **For Possible Action: Discussion to accept a report of tortious conduct claims per NRS 41.0385; with public comment prior to Board action.**

Mrs. Amens reported our firm sent the board a letter, which is included in section eight. It basically summarized the Pool/Pact summary of tortious claims. There was only one, a property damage claim, which was paid in full. There is a requirement that we file this every year in February. This is your notification and with your approval we will file it after the meeting.


Mr. Higuera asked about the wrongful death on the claim.

Mrs. Amens explained there was no wrongful death claim.

Mr. Dallaire explained the property damage was John Scott's insurance sign. Our cost was the \$500 deductible.

No public comment.

Motion Wenner/Higuera to accept legal counsel's summary of claims for tortious conduct as required annually by the NRS 41.0385. Motion carried unanimously.

9.  **For Possible Action: Approve Resolution No. 2014R-009 augmenting the Town of Gardnerville budget for fiscal year 2013-2014; with public comment prior to Board action.**

Mr. Dallaire stated this is the time of the year we augment the budget and add the funds that we didn't use from

last year. Page 9-2 gives a summary of all the funds. We put it all into capital projects and the next item shows the distribution. The \$2200 in the Health & Sanitation miscellaneous revenue was the fireworks donations. We will augment those and show them as income. The capital projects was \$4,000. We received \$4,000 more than we anticipated before. The debt service we had an additional cost of \$200 that we didn't account for in the budget. So it went down. We will handle all the expenses in the next item.

No public comment.

Motion Higuera/Wenner to approve Resolution 2014R-009 augmenting the Town of Gardnerville's 2013/2014 fiscal year budget. Motion carried unanimously.

10.  **For Possible Action:** Approve budget transfers for fiscal year 2013/2014; with public comment prior to board action.

Mr. Dallaire explained the first sheet is a quarterly report from the county's finance department. The transfers on page 10-2, we are planning on transferring \$99,000, out of the \$218,000, to projects that we have done so far. The machinery and equipment is additional. We are hoping to buy a larger crack sealer from the City of Reno, and a sawcutting machine to work on the roads in Chichester.

Mr. Miller asked if they are required to put the crack sealer out to bid.

Mr. Dallaire thought they would just be able to buy it. With local government entities, I think we can just buy it.

Mr. Philips asked if we were clear with MGSD.

Mr. Dallaire responded the bill has been paid. We needed to transfer about \$1600 into that fund because we would be over budget. The benefits on the HSA part went up 26%. A lot of staff members jumped from HSA enhanced to HSA core and we needed to put in additional funds to cover the differences. Engineering, the \$17,000 is rolling forward. I spoke with Nichols Consulting about doing our PCI's (Pavement Condition Index) again. I would like to add the Valley Vision moneys and have some sort of conversation on how much we would like to transfer. We do have \$218,000 total. Of that, 106 of it is grant match funds like Kingslane. The projects moving forward from the 2013 budget are the NDOT match for the crosswalks, Hellwinkel, and the Martin Slough trail (the match for the grant we received from Land and Water Conservation). We are moving forward on the design. I submitted the 65 percent design plans. This year's projects that are left are the Kingslane match, Hellwinkel, sidewalk repairs and the Beneficial Designs contract (ADA compliance). The county is putting \$50,000 into the Valley Vision. I was thinking of \$20,000 into the fund. Then we would be able to use that for the Eagle Gas project and the S curve specifically. Next year we will propose some additional funds. As far as I understand the money will be in a separate fund for the Valley Vision and used for designated projects.

Chairman Slater asked where the \$20,000 would be accounted for: in the Town of Gardnerville's budget or a separate fund accessed by all three entities.

Mr. Dallaire understands each town and the county will have a separate fund for the Valley Vision specifically. Then we can use those funds for projects within the Valley Vision. The Board will be setting priorities next month on what projects we want done in downtown for the Valley Vision. Then we will meet with the managers and discuss the priorities and how we will go after funding.

Mr. Miller's impression is if we commit money it gives us the opportunity to get some Valley Vision money from the county towards our projects. If we don't commit we lose the opportunity.

Mr. Dallaire thought having Douglas County behind us on the S curve going to NDOT will be a little more impressive. The main project that is in the Valley Vision is the S curve, fixing Douglas Avenue's intersection with Highway 395. Giving NDOT the right-of-way for fixing the curve for the trucks will be huge for downtown.


Chairman Slater called for public comment.

Mr. Mark Sterling wondered what TAP stood for.

Mr. Dallaire explained the Transportation Alternatives Program.

No further public comment.

Motion Higuera/Wenner to approve the budget transfers for fiscal year 2013/2014 budget adding \$20,000 for Valley Vision projects. Motion carried unanimously.

11.  **For Possible Action: Discuss and receive a status report on the Eagle Gas Station Redevelopment Project; and approve a contract with McGinley and Associates for additional clean-up activities at the former Eagle Gas Station site located at 1395 Highway 395 North (APN 1320-33-402-075) and authorize the town manager to sign the contract. Due to the spill from the underground heating oil tank, the Nevada Division of Environmental Protection (NDEP) has recommended complete eligibility for reimbursement from the State of Nevada Petroleum Fund for the clean-up, up to a maximum of \$250,000 and a deductible cost to the town of only \$250; with public comment prior to board action.**


Mr. Dallaire reviewed what has happened up to now. This contract is open ended, but it is a spill and we don't know how much time or effort is involved. They have \$250,000 for the first round of the petroleum fund. There is an alternative to add an additional \$250,000 in the application. It will cost us an additional \$250. We have submitted the claim already from McGinley for the work that has already been done above and beyond the Brownsfield funding. That is going to the board March 12th. We will be up there at that meeting presenting our case and thanking them. As soon as we sign the contract they can start. It is a time and materials contract. We don't pay them until we get reimbursed. It will be costly removing the material and hauling it out to Mustang, Nevada. I did meet with the adjacent property owners. They were supportive of it.

Mrs. Lamb believed the board is doing a great job. Mr. Dallaire is incredible.

Mr. Dallaire will present the application to NDOT in March.

No public comment.

Motion Higuera/Wenner to approve the continuation of cleanup activities associated with the redevelopment of the Eagle Gas station site, including contractual services with McGinley and Associates, which will be reimbursed by the State of Nevada Petroleum fund less the \$250 deductible. Motion carried unanimously.

12.  **For Possible Action: Discussion to: A.) Approve the quitclaim containing 86 square feet of the former Eagle Gas property (APN: 1320-33-402-075) to Douglas County for purposes of the Mission Street right of way, located at the intersection of Mission Street and Highway 395, authorizing the Town Manager to sign the documents, and;**


Mr. Dallaire reported on the record of survey Linda Biaggi (RO Anderson Engineering) uncovered a little triangle. The triangular piece was dedicated to the town, not the county, and they missed a section of the radius. We are trying to clean that up. We are quitclaiming it to the county. The DA may want to change some things so that's why I wanted the board to approve the town manager signing the documents. The county engineer was open to accepting it. I have not heard anything from Doug Ritchie.

No public comment.

Motion Higuera/Miller to approve the quitclaim containing 86 square feet of the former Eagle Gas station property APN 1320-33-402-075 to Douglas County for purposes of the Mission Street right-of-way located at the intersection of Mission Street and Highway 395 and authorizing the town manager to execute the document. Motion carried unanimously.

B.) Approve quitclaim of 366 square feet, previously dedicated right-of-way in Book Z, Page 353, Document Number 7725, to be dedicated to Douglas County, authorizing the Town Manager to sign the documents; with public comment prior to Board action.

Motion Miller/Higuera to approve the quitclaim of 366 square feet previously dedicated right-of-way in Book Z, Page 353 Document Number 7725 to be dedicated to Douglas County and authorizing the town manager to execute the document. Motion carried unanimously.

13.  **For Possible Action:** Approve acquiring fee title to a 0.13 acre parcel, APN: 1220-03-210-015, (a remaining vacant Arbor Gardens development parcel) where the United States Postal Service mail box cluster is located, currently owned by Syncon Homes, and authorize the Chairman of the Town Board to sign the documents; with public comment prior to Board action.

Mrs. Amens is hoping these are final documents to be executed by Syncon. Based on comments made last month we made the letter from Syncon part of the recording. It will actually be recorded in the county recorder's office in terms of what we are trying to do. We will have to have them execute it before the chairman signs it. We did work with the county recorder to make sure it is correct.

Mr. Dallaire will try to get an Eagle Scout project out there. It is a bus stop also. We will put some benches, a trash receptacle and add trees. The parcel is 5,816 square feet.


Mr. Miller asked if they could get a used ski gondola out there.

Chairman Slater didn't want to spend money on that.

Mr. Miller thought the school district or ski resort would give them away for that purpose.

No public comment.

Motion Higuera/Wenner to approve acquiring fee title to a 0.13 acre parcel, APN 1220-03-210-015 containing a remaining vacant Arbor Garden's development parcel. Motion carried unanimously.

14.  **For Possible Action:** Discussion on the current building use policy and provide direction to staff on possibly revising the policy to update the use terms and fees associated with the public use of the Town Hall Building, located at 1407 Highway 395 N, APN: 1320-34-402-031; with public comment prior to Board action.

Chairman Slater asked to put this on the agenda after realizing this is a town policy and as such should be discussed by the full board.

Mr. Dallaire explained the Lions Club was going to use the building tomorrow night. They cancelled. We are working on Eagle Gas. It will be a while before that will be finished. That would be a meeting room/visitor's center that could be open to the public. It is difficult to have other groups in here while we are working. With that we would propose to redo this whole building policy. We can wait to revise the policy until after we get the building done and it is open or we can do it now. We could just exclude it or cancel it for now. It is difficult to have staff down here if we are going to rent this out.

Chairman Slater felt the fee of \$15 an hour doesn't cover it. We should not be subsidizing someone using our facility.

Mr. Higuera had never had the opportunity to read the policy. It is a good policy. When you say a town employee will be on site I don't think anything will happen. It also mentions locking the file cabinets.

Mr. Dallaire advised all of the file cabinets are locked every night.

Mr. Miller asked who has access to unlock the building.

Mr. Dallaire answered not all staff have a key to the door. Craig would be the closest one to do that or Marie, Carol, Geoffrey Paula or I. Usually it is Main Street using it and she has a key and is here to lock up.

Mr. Philips thought in the past all the board members were given keys.

Chairman Slater asked if town staff is following our policies. Are we having proof of liability insurance?

Mr. Dallaire explained we get that from the Lions Club. Those are the only people who have ever used this facility that I am aware of. Tom Cook was on the town board at that time and he was the one that was here. It's not

happening now. I was planning on being here Wednesday, working in the back until they go home. The only other request was from the Kingslane HOA to see if they could use the room.

Mr. Higuera thought they should keep the policy and when they open the new facility then readdress and redo it.

Mr. Dallaire would like to keep the same thing. They could check out a key for the gas building. We would require a deposit. I was thinking \$50 an hour. That would pay for the time and a half, benefits and everything else we are paying. A cleaning deposit of \$50 seems reasonable. Proof of liability is always required. We could change this policy to the other building once it is done and leave this building out. We don't need the exceptions to the jail with 20-30 Club. The maintenance facility we would never rent out. The only other building that we might add would be the barn once that is rebuilt.

Mrs. Amens added you do want to make sure the policies are going to be in line. When you do get Eagle Gas set up it will be a public forum and if you advertise people can use it you will you want to make sure some of these other buildings and this one are classified as closed buildings so there won't be any issues come up. I would just say when you open something up a little more look at that and make sure.

Mr. Dallaire asked if we should change it now, get this off the books altogether or leave it until the gas station property is up and running.

Mrs. Amens thought what you have here and the way it is being used is, at least from our standpoint, good.

Chairman Slater agreed they need to change the hourly rate and change the lock access.

Mr. Dallaire would add checking out a key for the gas station property. Or if someone rents the barn they would check out a key. It is similar to what we do at the park.

Chairman Slater reviewed the only change you want to make at this time to this policy is the hourly rate. Change it from \$15 to \$50.

Mr. Dallaire added the cleaning deposit would be \$50 with a one hour minimum,

Chairman Slater asked if staff was still going to allow them to come in during the day. Just leave that in until such time as the other facility is complete and then we can put our comments in and do one clean sweep.

Mr. Dallaire will modify the policy now with the costs and then we will change the whole thing and bring it back when the gas station site is done as a new document with all these exclusions.

No public comment.

Motion Higuera/Wenner to update the town use policy with two changes: 1. \$50 an hour minimum fee for cleaning and 2. \$50 hourly rate for renting the facility. Motion carried unanimously.

15.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for January 2014.**

Mrs. Amens reported in addition to some of the regular monitoring of Sharkey's, we already talked about the claim summary, the Arbor Gardens/Syncon Homes quitclaim and the two right of way quitclaims. Tom and I worked on the interlocal agreement between the county and the town and some language options. I don't know that is done yet but we have made some progress. We reviewed the McGinley and Associates contract and was able to provide some input as well as some work on the vision plan and the past claim on the sewer district with Eagle Gas. I'm also scheduled for the training. I am looking forward to that.

16.  **Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for January 2014.**

Mr. Miller asked if Christine or Steve had gotten back to him on the cost allocation.

Mr. Dallaire talked about it at the breakfast meeting. I don't know what they are doing. Debra has come up with a

new version.

Mrs. Amens reviewed there was a discussion at the last meeting about having some kind of way of making sure both sides were providing the services they agreed to provide before you go to termination. What wasn't listed in the interlocal agreement was all the services the town provided. It would be clearer what the town is providing to the county if it was listed out in the same format they had used and then have a paragraph that actually talked about an interim step between termination and ways that we can make sure the service is the same. The problem is it's all different kinds of activities so it is hard to have a measurement. It still needs some work.

Mr. Dallaire explained after the breakfast meeting I sent out the spreadsheet to Steve Mokrohisky and to Lee Bonner.

Mr. Higuera added when we brought up the spreadsheet they looked at us like we were speaking in a foreign language. I thought Tom did a beautiful job of all the services the town provides and what the county provides. It really should be a wash.

Mr. Dallaire continued the Gardnerville residents pay the county for the general fund services already. So is this in addition to that? Steve is just on the bandwagon this is cost allocation and that we are like a GID. I have a meeting with John Lafrano next Tuesday to discuss his budget and how he splits out his people with the water and sewer. I don't know how they can charge for those kinds of services when it is required by the state.

Mr. Higuera stated Steve was even willing to go as far as saying if we would sign the agreement the county would charge us nothing for the first year and then 10%, 20% and so on.

Mr. Dallaire changed the enterprise fund would pay 100 percent. The problem is the admin fund. We were created by the county to maintain the parks and streets. Street lights weren't even part of the agreement before and we are spending \$80,000 on those a year. We also maintain storm drains. Now we have three regional detention ponds that we maintain to a park like standard. The one on Stodick you can look at what the county standard used to be and this is what the new town standard is. It is a drastic difference between the two and it looks great. People can use it. If that's not a benefit to the county then why are we here? I got a little passionate about it but Steve kept comparing us to a GID.

Chairman Slater asked about item #7 on the interlocal agreement.

Mrs. Amens was concerned about that too. If there was a decision not to provide a service then you can walk away from everything.

Chairman Slater stated if you go on to page 4 it repeats itself at the top of the next page. Then there is another section that I couldn't figure out what it says. If you can't understand what it means it shouldn't be in here.

Mrs. Amens thought it would help to accept the changes and start over. It was getting a little bit difficult to straighten things out.

Mr. Dallaire commented by the end of the meeting Steve was saying if we contribute to the valley vision that would be comparable.

Chairman Slater questioned according to NRS they are supposed to be doing a certain state audit. Maybe they do have the ability to tack on an administrative fee but I think that should be addressed.

Mr. Dallaire believed that is part of what the taxpayers pay. They pay 83 cents into the general fund to the county and what services do you get back. When you look at the spreadsheet it is not just police and judicial. But the other 40 percent goes into engineering, building, design, planning and all of the county manager departments. I didn't take into account, and this is my argument for us as being not a GID, we can't charge a fee for anything that we do, whereas GRID, Indian Hills, East Fork Fire, and the sheriff can. So they have income above and beyond what we can get out of our tax revenue.

Chairman Slater didn't feel the county realizes what a service the town does for the residents and for Douglas County.

Mr. Dallaire pointed out the county is under the impression we are taking a portion of their tax rate away. That is

not the case. They have a maxed out tax rate of 3.66 in four areas, two are in the towns.

I didn't have on the list about the July 4th event. We would like to partner with the American Cancer Society on the run. It sounds like it would be a huge help. It would still be the Freedom 5K and then they will share the proceeds.

Chairman Slater asked if there were any funds that will be going into the fireworks for 2014. Any activities planned?


Mr. Higuera clarified for fundraising. We need something to engage the public.

Mr. Dallaire was asked at the 2013 Kickoff if we had a donation jar.

Mr. Higuera asked about Eagle Gas site. I would like the board to think about what we can actually call that. We need to come up with a name.

Mr. Philips suggested putting it in the newsletter to ask for recommendations for the site.

Mr. Dallaire has been approached by Jeff Foltz to give Mathias back to the county for maintenance. We will bring that to you next month.

17.  **For Possible Action: Discussion on holding the April Town Board meeting on an alternate day from the regularly scheduled meeting on April 1, 2014; with public comment prior to board action.**

Chairman Slater asked to consider this. I don't know that we want to hold a meeting on April Fool's Day and I don't want to miss two meetings in a row.

It is fine with Ms. Wenner.

Mr. Miller does have a problem. If we start changing board meetings because a board member can't be here it might set a policy. The following week is the week of my daughter's wedding in the bay area and she might want to call me with changes. That week is a problem for me.

Mr. Dallaire has a state contracting class on Wednesday, Thursday and Friday. My class ends at 4:30.

Board members suggested the 2nd of February.

Chairman Slater would normally not ask the meeting be changed, but this is budget.

Ms. Wenner might have to work election night and that is the first Tuesday of November. So I may not be at that meeting.

Mr. Miller asked if the agenda for April reflects Mr. Dallaire's review.

Mr. Dallaire has it on the agenda. I am modifying the form slightly. I will hand it out in the packet, with the packet or I can send it out digitally.

Mr. Higuera suggested sending it electronically so there is a little more time.

Mr. Dallaire will change the board meeting for April to the 2nd at 5:30 p.m.

No public comment.

Motion Higuera/Wenner to approve moving the April 1st meeting to April 2nd at 5:30 p.m. Motion carried unanimously.

Mr. Dallaire reminded board members training is on February 19th at 10:00 a.m. at East Fork Fire Emergency Operations Center. Mimi is coming first to do the land use planning and we are hoping the other boards will attend. We will have Debra coming to do the open meeting law training.

Meeting adjourned 6:47 p.m.

Respectfully submitted,

Linda Slater
Chairman

Tom Dallaire
Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Title:** Correspondence

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

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** March 4, 2014

Time Requested: n/a

5. **Agenda:** Consent Administrative

Background Information:

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

6. **Other Agency Review of Action:** Not Required

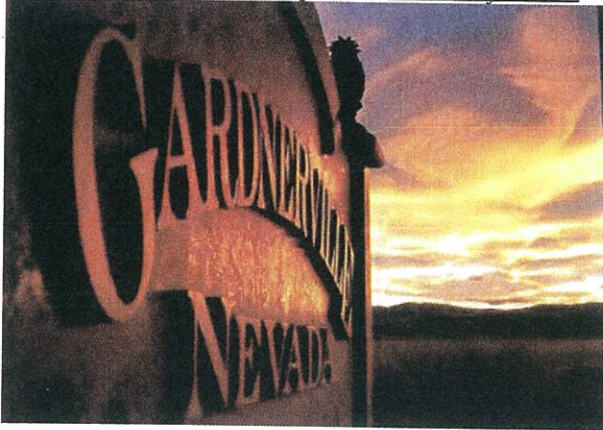
7. **Board Action:**

Approved
 Denied

Approved with Modifications
 Continued

Gardnerville 2nd among 10 Best Places In Nevada

February 24, 2014 · by [carsonvalleytimes](#) · in [COMMUNITY](#).



(<http://carsonvalleytimes.files.wordpress.com/2013/10/morning-cvt-100113cobb.jpg>)

Photo courtesy of Adrian Cobb. Sunrise over the Gardnerville sign south of town.

by *Randy Nelson, Movoto.com*

Every year, millions of people from all over the world flock to Nevada with dreams of striking it rich. What they might not know is that, while they're crowded around craps tables and rhythmically pulling slot machine levers, there are some 2.7 million people who get to live the Silver State lifestyle 24/7. Even among those, though, there are winners. These people live in the best places in Nevada.

After ranking cities in states from Oregon to Massachusetts, the Movoto Real Estate blog has turned our attention back west to find out which Nevada residents have been dealt the best hand when it comes to places to live. We did our best sports bookie impression and pored over the numbers until we had our winner: Incline Village. According to the data, this small town on the shore of Lake Tahoe is great for more than just its gorgeous view. It's in excellent company, too, atop this list of the 10 best places in Nevada:

(Continued Below)

1-2

[\(http://carsonvalleytimes.com/mike-eddy-american-family-insurance/\)](http://carsonvalleytimes.com/mike-eddy-american-family-insurance/)

1. [Incline Village \(http://www.movoto.com/incline-village-nv/\)](http://www.movoto.com/incline-village-nv/)
2. [Gardnerville \(http://www.movoto.com/gardnerville-nv/\)](http://www.movoto.com/gardnerville-nv/)
3. [Boulder City \(http://www.movoto.com/boulder-city-nv/\)](http://www.movoto.com/boulder-city-nv/)
4. [City of Las Vegas \(http://www.movoto.com/las-vegas-nv/\)](http://www.movoto.com/las-vegas-nv/)
4. Arden
6. [City of Henderson \(http://www.movoto.com/henderson-nv/\)](http://www.movoto.com/henderson-nv/)
6. [City of Mesquite \(http://www.movoto.com/mesquite-nv/\)](http://www.movoto.com/mesquite-nv/)
8. [City of Elko \(http://www.movoto.com/elko-nv/\)](http://www.movoto.com/elko-nv/)
9. [City of North Las Vegas \(http://www.movoto.com/north-las-vegas-nv/\)](http://www.movoto.com/north-las-vegas-nv/)
10. Johnson Lane

Just how did the slots align to produce this ranking? We'll give you a look inside our methodology next, before digging into what makes each of these Silver State locations absolutely sterling.

How We Created This Ranking

We call the ranking you're reading a Big Deal List-it's the culmination of over a year of figuring out how to best determine which cities are best for different things (like nerdy pursuits or retirees' needs) or, in this case, simply the best overall in their state. To do this, we rely on numbers-lots and lots of numbers.

The first one we look at is the number of cities to be ranked; in this case, it was the 35 cities and Census-Designated Places in Nevada with populations greater than 5,000. Then, we applied our seven Best Places criteria-the measures by which we determine a place's true greatness. These are broken down into 13 data points altogether:

- Total Amenities

1-3

<http://carsonvalleytimes.com/2014/02/24/gardnerville-voted-2nd-among-10-best-places-in-nevada/>

2/24/2014

- Quality of Life (cost of living, median home price, median rent, median household income, and student-to-teacher ratio)
- Total Crimes
- Tax Rates (sales tax and income tax)
- Unemployment Rate
- Commute Time
- Weather (temperature and air quality)

Using data from the U.S. Census Bureau and business listings, we scored each place from one to 35 across the individual criteria, with one being best, then found the average of those rankings to produce our overall Big Deal Score. The place with the lowest Big Deal Score was crowned the best in Nevada. You can find a full ranking of all 35 places at the end of this post. For now, though, let's go over why our top 10 shone so brightly amid the rest, like pieces of silver amid a bunch of sandstone.

2. Gardnerville



Source: Flickr user Ken Lund

Before today, this small Nevada town—the tiniest in our top 10 at 5,656 residents—could say its biggest claim to fame was being a shooting location for the 1989 Nintendo infomercial/movie “The Wizard.” If you can shake off being starstruck at Fred Savage, you’d see that Gardnerville has the highest quality of life in our top 10, placing fourth overall for that criterion.

Gardnerville also claimed a 14th place win for total amenities, a tie for third in weather, and a spot at sixth for crime. So, whether you’re strolling through Lampe Park or heading to a special dinner at the historic J.T. Basque Bar & Dining Room, you’ll be doing so in safety.

1-4

Gardnerville second best place to live in Nevada

Staff Reports

Gardnerville was named the second best place to live in Nevada by a California real estate website.

Announced on Monday, the Movoto Real Estate Blog has ranked 35 Nevada communities with more than 5,000 residents.

The communities were scored in 13 data points broken down into total amenities, quality of life, total crime, tax rates, unemployment rate, commute time and weather.

According to the website, the information came from the U.S. Census Bureau and business listings, then averaged the rankings and gave first place to the low score.

Incline Village ranked No. 1 on the list, despite being ranked dead last for quality of life. It's median home price of \$921,060 and household income of \$90,281 put it in first place.

Gardnerville was the smallest town in the top 10 and had the highest quality of life, placing fourth. The town placed sixth for number of crimes and 14th for

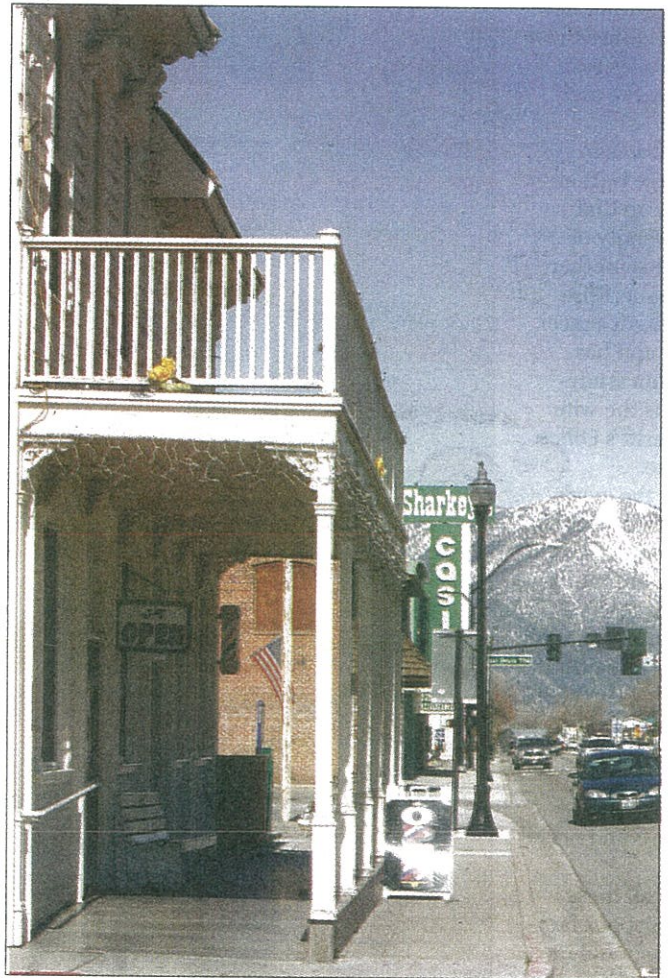
amenities. Douglas County's unemployment rate ranked Gardnerville 33rd in the state.

Boulder City was named third due in part to the lowest unemployment in the top 10. In the No. 4 spot was Las Vegas, which placed 31st in the crime ranking, but first for amenities. In fifth place, Arden, a suburb of Las Vegas, scored similarly.

Three other Douglas County communities made the list, with Johnson Lane coming in 10th, the Gardnerville Ranchos coming in 27th, and Indian Hills, 29th.

Carson City came in 11th on the list, with medium listings for quality of life, total crime, taxes, unemployment and weather, where it came in 17th, compared to Johnson Lane, which came in third.

The real estate site favored colder locations for weather, giving Elko and Spring Creek first places, while ranking Incline, Gardnerville, Johnson Lane and the Ranchos in third place. Pahrump in Southern Nevada ranked dead last.



SHANNON LITZ/R-C FILE PHOTO

Downtown Gardnerville looking west from the front of the J.T. Basque Bar & Dining Room.

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:** March 4, 2014

Time Requested: none

5. **Agenda:** Consent

Administrative

6. **Background Information:**

Residential Accounts	1737
Commercial Accounts	217
Green Waste Accounts	1188
Cleanup Dumpsters	2
X-cans	678
# of new residential accounts	4 accts transferred to new owners
# of new commercial accounts	2 – Parkway Vista & Golden Gate Petroleum
Minimum User Accounts	42
Total tons of trash	341.41
Total tons of Greenwaste	4.76

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

8. **Board Action:**

Approved

Approved with Modifications

Denied

Continued

PARKS AND PUBLIC WORKS

2014 February

M. Plut

Parks department: Pre-emergent for weed control got placed prior to the rain and snow storms so it got watered in as needed. The tree stakes at Carrick have been removed.

Public works: Banners of been going up on Monday mornings or Tuesdays on holidays. We have had one snow event to plow and clear up also putting cinders down. Pre-and post storm irrigation checks one windstorm event. There was enough water in Carrick Detention pond to run two pumps for three hours. After snow cleared the streets crack sealing has been ongoing in the Chichester area. All of the Gilsonite area should be complete the week of the 17th. Trash enclosure has been painted to match the Townhall building. We expect the recalibrated skin cancer awareness indicator light to be reinstalled within one month. Fall protection safety class on February 21 and Monday, 24 February is our annual inspection on the lift truck.

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Title:** Approve February 2014 claims
2. **Recommended Motion:** Approve claims as submitted

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Carol Louthan

4. **Meeting Date:** March 4, 2014 **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 02/01/14 - 02/28/14

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	2/14 BOARD	G'VILLE	Paid by Check # 616049		01/30/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	250.00
28960 - Miller Kenneth	2/14 BOARD	G'VILLE	Paid by Check # 616090		01/30/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	250.00
18629 - Phillips Michael	2-14 BOARD	G'VILLE	Paid by Check # 616127		01/30/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	250.00
2969 - Slater Linda	2-14 BOARD	G'VILLE	Paid by Check # 616162		01/28/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	275.00
			Account 510.150 - Board Compensation Totals					Invoice Transactions 4		\$1,025.00
2433 - NV ST Public Employees	1-14 Retirement	PAYROLL	Paid by Check # 616391		02/12/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	(139.57)
			Account 511.181 - Retirement Totals					Invoice Transactions 1		(\$139.57)
20219 - NV ST Public Employees	2-14 PEBS-Ret.Medical PREMIUMS	731	Paid by Check # 616687		02/11/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	20.98
			Account 520.055 - Telephone Expense					Invoice Transactions 1		\$20.98
13097 - Verizon Wireless	9719341757	842011146-00001	Paid by Check # 616788		02/01/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	131.83
			Account 520.055 - Telephone Expense Totals					Invoice Transactions 1		\$131.83
21673 - Dallaire Tom	2/6-8/14 Travel	TRAVEL	Paid by Check # 616552		02/08/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	108.53
12997 - Do Co Procurement Program	1-14 LOUTHAN	G'VILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	111.00
			Account 520.064 - Travel Totals					Invoice Transactions 2		\$219.53
11985 - Ace Hardware	088249/1 Replacement & Repair	1236	Paid by Check # 616209		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	13.99
2549 - Dallaire Tom-Petty Cash	2-14 G'VILLE	PETTY CASH	Paid by Check # 616553		01/21/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	8.00
2121 - Meeks Lumber	788427	06G1570	Paid by Check # 616653		01/22/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	9.74
			Account 520.084 - Replacement & Repair Totals					Invoice Transactions 3		\$31.73
2924 - NV Energy	791804 1-14 Power	791804	Paid by Check # 616382		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	311.62
			Account 520.089 - Power Totals					Invoice Transactions 1		\$311.62

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 520.098 - Janitorial Services										
2737 - A+ Janitorial Service TOG0114 G'VILLE			Paid by Check # 616481		02/11/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	85.00
Account 520.098 - Janitorial Services Totals Invoice Transactions 1										
3519 - Xerox Corporation Account 520.136 - Rents & Leases Equipment 072407726 716307012 G'VILLE			Paid by Check # 616476		02/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	200.47
Account 520.136 - Rents & Leases Equipment Totals Invoice Transactions 1										
15887 - Charter Communications Account 520.187 - Internet Expense 0012509 2/14 8354110060012509 G'VILLE			Paid by Check # 616540		02/02/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	35.99
Account 520.187 - Internet Expense Totals Invoice Transactions 1										
12997 - Do Co Procurement Program Account 520.200 - Training & Education 1-14 DALLAIRE G'VILLE			Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	99.50
12997 - Do Co Procurement Program 1-14 LOUTHAN G'VILLE			Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	100.00
Account 520.200 - Training & Education Totals Invoice Transactions 2										
10816 - Rowe Hales & Yturbe LLP Account 521.130 - Legal Services 23219 G'VILLE			Paid by Check # 616139		01/22/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	2,495.00
Account 521.130 - Legal Services Totals Invoice Transactions 1										
12997 - Do Co Procurement Program Account 533.800 - Office Supplies 1-14 LOUTHAN G'VILLE			Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	151.70
6089 - A-#1 Chemical Inc 30877302 296958			Edit		12/31/2013	02/28/2014	02/28/2014	02/28/2014	02/28/2014	(.40)
6089 - A-#1 Chemical Inc 4954447 296958			Edit		02/12/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	90.61
Account 533.800 - Office Supplies Totals Invoice Transactions 3										
16648 - E Squared C Account 533.806 - Software 40661 G'VILLE			Paid by Check # 616288		02/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	37.50
12997 - Do Co Procurement Program 1-14 DALLAIRE G'VILLE			Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	75.00
Account 533.806 - Software Totals Invoice Transactions 2										
Department 921 - Gardnerville Admin Totals Invoice Transactions 24										
										\$112.50
										\$4,971.49

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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	31673W	GVILLE	Paid by Check # 616568		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	861.52
1130 - Do Co Weed Control	337	GVILLE	Paid by Check # 616568		01/28/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	861.52
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 2		\$1,723.04
13485 - Ahern Rentals Inc		205304	Paid by Check # 616212		01/27/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	92.87
13485 - Ahern Rentals Inc	12941654-1	205304	Paid by Check # 616212		01/29/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	51.98
2485 - PDM Steel Service Centers Inc	177254-01	78-805218	Paid by Check # 616406		01/27/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	261.56
1133 - Douglas Fabrication Inc	322602	GVILLE	Edit		02/14/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	21.24
5607 - Gempler's Inc	1019977311	6090436-1	Edit		02/07/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	19.95
5607 - Gempler's Inc	1019978240	6090436-1	Edit		02/07/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	498.50
5607 - Gempler's Inc	1019976754	6090436-1	Edit		02/06/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	22.00
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 7		\$968.10
2924 - NV Energy	791804 1-14	791804	Paid by Check # 616382		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	352.84
				Account 520.089 - Power Totals				Invoice Transactions 1		\$352.84
3814 - Flyers Energy LLC	CFS0774414	8308	Paid by Check # 616583		01/31/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	105.17
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 1		\$105.17
11985 - Ace Hardware	088041/1	1236	Paid by Check # 616209		01/07/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	12.97
11985 - Ace Hardware	088122/1	1236	Paid by Check # 616209		01/10/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	18.48
21673 - Dallaire Tom	WALGREENS12- REIMBURSE 5-13		Paid by Check # 616552		12/05/2013	02/21/2014	02/21/2014	02/21/2014	02/21/2014	31.49
12997 - Do Co Procurement Program	1-14 LOUTHAN	GVILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	16.40
				Account 533.817 - Small Projects Totals				Invoice Transactions 4		\$79.34
				Department 923 - Parks & Recreation Totals				Invoice Transactions 15		\$3,228.49

3
14



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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	337	G'VILLE	Paid by Check # 616568		01/28/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	344.60
1130 - Do Co Weed Control	369	G'VILLE	Paid by Check # 616568		02/05/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	516.90
Account 520.037 - Weed Spraying Totals Invoice Transactions 2										
										\$861.50
5785 - Alisco Inc Account 520.084 - Replacement & Repair LREN894664	000330		Paid by Check # 615944		01/28/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	7.50
5358 - ABC Fire Inc IN00010822	G'VILLE		Paid by Check # 616206		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	94.95
11985 - Ace Hardware 088029/1	1236		Paid by Check # 616209		01/06/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	3.58
11985 - Ace Hardware 088152/1	1236		Paid by Check # 616209		01/13/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	20.98
11985 - Ace Hardware 088249/1	1236		Paid by Check # 616209		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	47.98
13485 - Ahern Rentals Inc 12924124-1	205304		Paid by Check # 616212		01/23/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	10.99
24693 - NC Auto Parts 31077736	79090		Paid by Check # 616370		01/21/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	368.40
2510 - Parts House 535945	4170		Paid by Check # 616399		12/30/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	5.74
2510 - Parts House 536215	4170		Paid by Check # 616399		12/31/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	42.50
2510 - Parts House 536870	4170		Paid by Check # 616399		01/06/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	112.32
2510 - Parts House 537598	4170		Paid by Check # 616399		01/10/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	13.23
2510 - Parts House 539754	4170		Paid by Check # 616399		01/24/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	54.34
2121 - Meeks Lumber 788257	06G1570		Paid by Check # 616653		01/21/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	14.24
1133 - Douglas Fabrication Inc 322602	G'VILLE		Edit		02/14/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	31.88
5607 - Gempler's Inc 1019977311	6090436-1		Edit		02/07/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	154.75
5607 - Gempler's Inc 1019976754	6090436-1		Edit		02/06/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	22.00
Account 520.084 - Replacement & Repair Totals Invoice Transactions 16										
										\$1,005.38
2924 - NV Energy Account 520.095 - Street Lights 791804 1-14	791804		Paid by Check # 616382		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	6,332.25
2924 - NV Energy 791804 1*14	791804		Paid by Check # 616673		01/31/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	13.50
Account 520.095 - Street Lights Totals Invoice Transactions 2										
										\$6,345.75



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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 520.103 - Maint Road	12866318-1	205304	Paid by Check # 616212		01/08/2014	02/14/2014	02/14/2014	02/14/2014		352.50
				Account 520.103 - Maint Road Totals				Invoice Transactions 1		<u>\$352.50</u>
4268 - Do Co Vehicle Maintenance Account 520.116 - Veh. Maint-Co Shop 1@14 TRANSFER		MOTOR POOL	Paid by Check # 616567		02/10/2014	02/21/2014	02/21/2014	02/21/2014		324.16
				Account 520.116 - Veh. Maint-Co Shop Totals				Invoice Transactions 1		<u>\$324.16</u>
3814 - Flyers Energy LLC Account 532.003 - Gas & Oil CFS0774414	8308		Paid by Check # 616583		01/31/2014	02/21/2014	02/21/2014	02/21/2014		277.23
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 1		<u>\$277.23</u>
15836 - Summit Plumbing LLC Account 532.019 - Storm Drain Maintenance 46435	GVILLE		Paid by Check # 616753		12/26/2013	02/21/2014	02/21/2014	02/21/2014		4,769.47
				Account 532.019 - Storm Drain Maintenance Totals				Invoice Transactions 1		<u>\$4,769.47</u>
5666 - Allied Uniform Sales Account 532.028 - Uniforms 3358	GVILLE		Paid by Check # 615943		01/23/2014	02/07/2014	02/07/2014	02/07/2014		190.91
5785 - AlSCO Inc LREN888051	000330		Paid by Check # 615944		01/07/2014	02/07/2014	02/07/2014	02/07/2014		4.39
5785 - AlSCO Inc LREN890280	000330		Paid by Check # 615944		01/14/2014	02/07/2014	02/07/2014	02/07/2014		4.39
5785 - AlSCO Inc LREN892487	000330		Paid by Check # 615944		01/21/2014	02/07/2014	02/07/2014	02/07/2014		4.39
5785 - AlSCO Inc LREN894664	000330		Paid by Check # 615944		01/28/2014	02/07/2014	02/07/2014	02/07/2014		4.39
18821 - Fastenal Industrial/Cons Suppl NVMIN39411	NVMIN0011		Paid by Check # 616579		01/31/2014	02/21/2014	02/21/2014	02/21/2014		12.45
1749 - Interstate Safety & Supply Inc 1160636	101055		Paid by Check # 616625		12/30/2013	02/21/2014	02/21/2014	02/21/2014		22.79
4287 - Red Wing Shoe Store 660000003862	GVILLE		Paid by Check # 616707		02/08/2014	02/21/2014	02/21/2014	02/21/2014		85.50
				Account 532.028 - Uniforms Totals				Invoice Transactions 8		<u>\$329.21</u>

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount					
Fund 610 - Gardnerville Town															
Department 926 - Other Public Works															
Account 532.116 - Crack Seal Maintenance															
13485 - Ahern Rentals Inc	12856736-1	205304	Paid by Check # 616212		01/02/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	70.95					
13485 - Ahern Rentals Inc	12880281-1	205304	Paid by Check # 616212		01/09/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	65.67					
13485 - Ahern Rentals Inc	12884603-1	205304	Paid by Check # 616212		01/10/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	36.30					
13485 - Ahern Rentals Inc	12894632-1	205304	Paid by Check # 616212		01/14/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	37.29					
13485 - Ahern Rentals Inc	12899213-1	205304	Paid by Check # 616212		01/15/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	39.60					
13485 - Ahern Rentals Inc	12903479-1	205304	Paid by Check # 616212		01/16/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	47.19					
13485 - Ahern Rentals Inc	12907590-1	205304	Paid by Check # 616212		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	23.43					
13485 - Ahern Rentals Inc	12917621-1	205304	Paid by Check # 616212		01/21/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	38.94					
13485 - Ahern Rentals Inc	12921540-1	205304	Paid by Check # 616212		01/22/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	1.99					
5352 - Construction Sealants & Supply	R89495	GARDNT	Paid by Check # 616550		01/13/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	4,500.00					
5352 - Construction Sealants & Supply	R89826	GARDNT	Paid by Check # 616550		02/07/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	6,289.48					
2121 - Meeks Lumber	786535	06G1570	Paid by Check # 616653		01/09/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	175.00					
Account 532.116 - Crack Seal Maintenance Totals Invoice Transactions 12 Department 926 - Other Public Works Totals Invoice Transactions 44 Fund 610 - Gardnerville Town Totals Invoice Transactions 83															
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="text-align: right; border-top: 1px solid black;">\$11,325.84</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$25,591.04</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$33,791.02</td> </tr> </table>											\$11,325.84		\$25,591.04		\$33,791.02
	\$11,325.84														
	\$25,591.04														
	\$33,791.02														

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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 510.150 - Board Compensation										
4288 - Higuera Lloyd W	2/14 BOARD	G'VILLE	Paid by Check # 616049		01/30/2014	02/07/2014	02/07/2014		02/07/2014	250.00
28960 - Miller Kenneth	2/14 BOARD	G'VILLE	Paid by Check # 616090		01/30/2014	02/07/2014	02/07/2014		02/07/2014	250.00
18629 - Phillips Michael	2-14 BOARD	G'VILLE	Paid by Check # 616127		01/30/2014	02/07/2014	02/07/2014		02/07/2014	250.00
2969 - Slater Linda	2-14 BOARD	G'VILLE	Paid by Check # 616162		01/28/2014	02/07/2014	02/07/2014		02/07/2014	275.00
			Account 510.150 - Board Compensation Totals					Invoice Transactions 4		<u>\$1,025.00</u>
13097 - Verizon Wireless	Account 520.055 - Telephone Expense 9719341757	842011146-00001	Paid by Check # 616788		02/01/2014	02/21/2014	02/21/2014		02/21/2014	131.84
			Account 520.055 - Telephone Expense Totals					Invoice Transactions 1		<u>\$131.84</u>
21673 - Dallaire Tom	Account 520.064 - Travel 2/6-8/14	TRAVEL	Paid by Check # 616552		02/08/2014	02/21/2014	02/21/2014		02/21/2014	108.54
12997 - Do Co Procurement Program	Account 520.064 - Travel 1-14 LOUTHAN	G'VILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014		02/21/2014	111.00
			Account 520.064 - Travel Totals					Invoice Transactions 2		<u>\$219.54</u>

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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 520.084 - Replacement & Repair										
5785 - AlSCO Inc	LRN894664	000330	Paid by Check # 615944		01/28/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	7.50
11985 - Ace Hardware	088208/1	1236	Paid by Check # 616209		01/15/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	5.99
11985 - Ace Hardware	088249/1	1236	Paid by Check # 616209		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	14.00
8043 - Mark Smith Tire Center Inc	71700058161	A17-14675	Paid by Check # 616347		12/24/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	2,658.04
12198 - O'Reilly Auto Parts	3530-313321	1075650	Paid by Check # 616394		01/13/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	7.99
2510 - Parts House	535931	4170	Paid by Check # 616399		12/30/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	123.44
2510 - Parts House	536055	4170	Paid by Check # 616399		12/30/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	86.65
2510 - Parts House	536099	4170	Paid by Check # 616399		12/31/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	23.23
2510 - Parts House	536143	4170	Paid by Check # 616399		12/31/2013	02/14/2014	02/14/2014	02/14/2014	02/14/2014	38.58
2121 - Meeks Lumber	788427	06G1570	Paid by Check # 616653		01/22/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	9.73
3890 - Arata Equipment Co.	1-77627	1015	Edit		02/07/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	78.76
7198 - Consolidated Fabricators	164162	TOWN01	Edit		02/05/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	544.48
1133 - Douglas Fabrication Inc	322602	GVILLE	Edit		02/14/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	31.88
25328 - Michael Hohl Motor Co Inc	5453158	610602	Edit		02/07/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	121.47
2924 - NV Energy	791804 1-14	791804	Paid by Check # 616382		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	239.12
27347 - A+ Janitorial Service	791804 1-14	791804			01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	\$239.12
4268 - Do Co Vehicle Maintenance	791804 1-14	791804			01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	85.00
3519 - Xerox Corporation	072407726	716307012	Paid by Check # 616476		02/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	200.47
										\$200.47

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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 520.187 - Internet Expense	0012509 2/14	8354110060012509	Paid by Check # 616540		02/02/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	36.00
				Account 520.187 - Internet Expense Totals				Invoice Transactions 1		\$36.00
15853 - Carson City Landfill	10096034	228079	Paid by Check # 616250		01/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	402.52
15853 - Carson City Landfill	10096041	228079	Paid by Check # 616250		01/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	324.80
15853 - Carson City Landfill	10096044	228079	Paid by Check # 616250		01/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	394.40
15853 - Carson City Landfill	10096113	228079	Paid by Check # 616250		01/02/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	399.04
15853 - Carson City Landfill	10096191	228079	Paid by Check # 616250		01/02/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	394.40
15853 - Carson City Landfill	10096192	228079	Paid by Check # 616250		01/02/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	295.80
15853 - Carson City Landfill	10096424	228079	Paid by Check # 616250		01/03/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	375.84
15853 - Carson City Landfill	10096447	228079	Paid by Check # 616250		01/03/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	386.86
15853 - Carson City Landfill	10096944	228079	Paid by Check # 616250		01/06/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	585.22
15853 - Carson City Landfill	10097179	228079	Paid by Check # 616250		01/07/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	426.30
15853 - Carson City Landfill	10097378	228079	Paid by Check # 616250		01/08/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	394.98
15853 - Carson City Landfill	10097388	228079	Paid by Check # 616250		01/08/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	412.38
15853 - Carson City Landfill	10097390	228079	Paid by Check # 616250		01/08/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	433.26
15853 - Carson City Landfill	10097612	228079	Paid by Check # 616250		01/09/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	338.14
15853 - Carson City Landfill	10097615	228079	Paid by Check # 616250		01/09/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	488.94
15853 - Carson City Landfill	10097616	228079	Paid by Check # 616250		01/09/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	312.62
15853 - Carson City Landfill	10097834	228079	Paid by Check # 616250		01/10/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	379.32
15853 - Carson City Landfill	10098245	228079	Paid by Check # 616250		01/13/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	537.66
15853 - Carson City Landfill	10098464	228079	Paid by Check # 616250		01/14/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	354.96

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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	10098661	228079	Paid by Check # 616250		01/15/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	375.84
15853 - Carson City Landfill	10098713	228079	Paid by Check # 616250		01/15/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	305.66
15853 - Carson City Landfill	10098728	228079	Paid by Check # 616250		01/15/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	355.54
15853 - Carson City Landfill	10098883	228079	Paid by Check # 616250		01/16/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	409.48
15853 - Carson City Landfill	10098904	228079	Paid by Check # 616250		01/16/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	336.40
15853 - Carson City Landfill	10098981	228079	Paid by Check # 616250		01/16/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	375.26
15853 - Carson City Landfill	10099142	228079	Paid by Check # 616250		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	349.16
15853 - Carson City Landfill	10099144	228079	Paid by Check # 616250		01/17/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	309.14
15853 - Carson City Landfill	10099617	228079	Paid by Check # 616250		01/20/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	503.44
15853 - Carson City Landfill	10099913	228079	Paid by Check # 616250		01/21/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	390.34
15853 - Carson City Landfill	10100117	228079	Paid by Check # 616250		01/22/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	426.88
15853 - Carson City Landfill	10100146	228079	Paid by Check # 616250		01/22/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	415.86
15853 - Carson City Landfill	10100175	228079	Paid by Check # 616250		01/22/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	400.78
15853 - Carson City Landfill	10100341	228079	Paid by Check # 616250		01/23/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	418.76
15853 - Carson City Landfill	10100364	228079	Paid by Check # 616250		01/23/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	438.48
15853 - Carson City Landfill	10100411	228079	Paid by Check # 616250		01/23/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	250.56
15853 - Carson City Landfill	10100581	228079	Paid by Check # 616250		01/24/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	417.02
15853 - Carson City Landfill	10100584	228079	Paid by Check # 616250		01/24/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	306.24
15853 - Carson City Landfill	10101111	228079	Paid by Check # 616250		01/27/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	535.34
15853 - Carson City Landfill	10101383	228079	Paid by Check # 616250		01/28/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	382.22
15853 - Carson City Landfill	10101596	228079	Paid by Check # 616250		01/29/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	459.36
15853 - Carson City Landfill	10101610	228079	Paid by Check # 616250		01/29/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	341.04

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Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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	10101637	228079	Paid by Check # 616250		01/29/2014	02/14/2014	02/14/2014		02/14/2014	351.48
15853 - Carson City Landfill	10101884	228079	Paid by Check # 616250		01/31/2014	02/14/2014	02/14/2014		02/14/2014	407.16
15853 - Carson City Landfill	10101900	228079	Paid by Check # 616250		01/31/2014	02/14/2014	02/14/2014		02/14/2014	358.44
9016 - Douglas Disposal Inc	40990612 1/14	40990612	Paid by Check # 616570		02/01/2014	02/21/2014	02/21/2014		02/21/2014	4,422.99
				Account 520.197 - Landfill Expense Totals				Invoice Transactions 45		\$21,680.31
12997 - Do Co Procurement Program	1-14 DALLAIRE	GVILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014		02/21/2014	99.50
				Account 520.200 - Training & Education Totals				Invoice Transactions 1		\$99.50
10816 - Rowe Hales & Yturvide LLP	23219	GVILLE	Paid by Check # 616139		01/22/2014	02/07/2014	02/07/2014		02/07/2014	30.00
				Account 521.130 - Legal Services Totals				Invoice Transactions 1		\$30.00
12997 - Do Co Procurement Program	1-14 LOUTHAN	GVILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014		02/21/2014	75.00
				Account 521.135 - Legal-Collection Cost Totals				Invoice Transactions 1		\$75.00
3814 - Flyers Energy LLC	CF50774414	8308	Paid by Check # 616583		01/31/2014	02/21/2014	02/21/2014		02/21/2014	1,519.14
3814 - Flyers Energy LLC	14-923411	8308	Paid by Check # 616583		01/03/2014	02/21/2014	02/21/2014		02/21/2014	784.30
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 2		\$2,303.44

3-12

Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/14 - 02/28/14

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	3358	G'VILLE	Paid by Check # 615943		01/23/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	190.91
5666 - Allied Uniform Sales	LREN888051	000330	Paid by Check # 615944		01/07/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	4.39
5785 - AlSCO Inc	LREN890280	000330	Paid by Check # 615944		01/14/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	4.39
5785 - AlSCO Inc	LREN892487	000330	Paid by Check # 615944		01/21/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	4.39
5785 - AlSCO Inc	LREN894664	000330	Paid by Check # 615944		01/28/2014	02/07/2014	02/07/2014	02/07/2014	02/07/2014	4.39
18821 - Fastenal Industrial/Cons Suppl	NVMIN39411	NVMIN0011	Paid by Check # 616579		01/31/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	12.46
1749 - Interstate Safety & Supply Inc	1160636	101055	Paid by Check # 616625		12/30/2013	02/21/2014	02/21/2014	02/21/2014	02/21/2014	22.80
4287 - Red Wing Shoe Store	66000003862	G'VILLE	Paid by Check # 616707		02/08/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	85.49
Account 532.028 - Uniforms Totals Invoice Transactions 8										
26465 - Diamond Printing Inc	7409	G'VILLE	Paid by Check # 616281		02/03/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	517.76
12997 - Do Co Procurement Program	1-14 LOUTHAN	G'VILLE	Paid by Check # 616559		01/27/2014	02/21/2014	02/21/2014	02/21/2014	02/21/2014	151.71
6089 - A-#1 Chemical Inc	4954447	296958	Edit		02/12/2014	02/28/2014	02/28/2014	02/28/2014	02/28/2014	90.61
Account 533.800 - Office Supplies Totals Invoice Transactions 3										
16648 - E Squared C	40661	G'VILLE	Paid by Check # 616288		02/01/2014	02/14/2014	02/14/2014	02/14/2014	02/14/2014	37.50
Account 533.806 - Software Totals Invoice Transactions 1										
Department 925 - Health & Sanitation Totals Invoice Transactions 88										
Fund 611 - Gardnerville Health & San Totals Invoice Transactions 88										
Grand Totals Invoice Transactions 171										

* = Prior Fiscal Year Activity

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Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Approve Town of Gardnerville 2013 Annual Report**

2. **Recommended Motion: Funds Available:** Yes N/A

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date: March 4, 2014 Time Requested: N/A**

5. **Agenda:** Consent Administrative

Background Information:

We do an annual report once the County audit is finalized. This year the audit took longer than normal so this is coming to you a little late. This report is a listing of the projects we have accomplished this past calendar year.

We added back in some financial information. Please let us know if there is anything else you think should be included in this report. Provide us some comments of any revision to the report you may see or have.

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

7. **Board Action:**

Approved

Denied

Approved with Modifications

Continued



Town of Gardnerville
Annual Report
2013

Contents

Message	1
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Town Board Members

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

Town Staff:

Tom Dallaire, Town Manager
Carol Louthan, Office Manager Sr.
Marie Nicholson, Office Assistant Sr.
Geoffrey LaCost, Civil Engineer 1
Josh Poulson, Engineering Technician
Paula Lochridge, Main Street Program Manager

Maintenance Staff:

Jaired Briggs
Ryan Clark
Ron Grove
Jody Martin
Steve McGee
Mike Plut
Steve Thompson
Craig Tuthill

Town of Gardnerville
1407 Highway 395 N
Gardnerville, NV 89410
775-782-7134 Phone
775-782-7135 Fax
www.gardnerville-nv.gov

Town Manager's Message

At the beginning of each year town staff prepares a brief report for you - the resident, property owner and/or business owner within the Town of Gardnerville in order to share the accomplishments and projects completed during 2013, and to provide information on proposed projects for 2014.

Major highlights for 2013 were: again the fireworks show that we included in the town's Carson Valley Christmas Kickoff event. The crowd has almost doubled. It was very cold but the weather cooperated by supplying moisture a day or two before the event, and none the evening of the event. We appreciate this past year's sponsors (Carson Valley Medical Center, Cassandra Jones and the Law Firm of Houghton Jones, Roger & Carol Sandmeier, Jonathan Park and Yu Shimizu Parker and the Johansens) of this event and will need additional sponsorships next year if we are to continue this Christmas in the nighttime sky fireworks tradition. We did our first online customer service survey and awarded a free year's worth of trash service from the town Health and Sanitation department to Rachel Alexander. We thank her for her survey entry and input. Thank you to everyone who participated in the survey for supporting our effort in supplying residents with excellent customer service.

The County Commissioners approved the town's request for a tax sale for the previous Eagle Gas station property this year. After much consideration and a public workshop in September, the site will be used for a public information center and conference room. It will also provide additional parking downtown and provide a safer, much needed right-of-way adjustment and sidewalk improvement. In addition, we will be upgrading the storm drainage facility along the S-curve, eliminating storm water ponding currently prevalent during any rain event and providing for storm drainage capability to parcels located on the south side of the highway. This project is moving along at a good pace with funding from the state Brownfield program, and the state petroleum fund. We have applied for the state's Community Development Block Grant (CDBG) through the county. This application is moving forward with a presentation to the committee in late winter.

Main Street Gardnerville (MSG) continues to hold events that attract people to the downtown core businesses, working to ensure that the whole community knows where businesses are located and what merchandise and services the Gardnerville businesses have to offer. MSG is planning more events and/or programs this coming year. We are looking forward to the spring flowers down main street. The labyrinth was completed in Heritage Park Gardens. The design committee is working on the children's garden with over \$5,000 in grant funds for that additional education station.

We had two new employees start mid-year but neither one passed probation. In December we hired two employees (Ron Grove & Jaired Briggs) that worked as seasonal employees during the summer months. We also hired an engineer 1 at the end of December, Geoffrey LaCost, who joins us from Florida. With his help we are getting back on track with our 2014 projects.

We are working with NDOT to add sidewalk along Highway 395 from Kingslane to the Waterloo Center. This is in the design phase now and with Geoff's help we are making progress on the revised improvement plans. Town staff is working with NDOT staff to come up with viable options to keep the public safe and still allow for the sidewalk to be installed. The town was awarded a \$25,000 grant from State Lands, Land, Water and Conservation Fund Grant Program for the Martin Slough Pond trail amenities. We began work on this project and were near completion when Josh Poulson, Engineer Tech, left this past June. Geoff is picking up the project and we progressing on improvement plans.

Town staff is still focusing on the transverse cracks in Chichester. We bid out the work on crack filling and crack sealing on Chichester and Marion Russell due to the time constraints we were under with the new micro-surface seal coat we placed on the streets in attempt to reduce the amount of shrinkage we are currently experiencing with asphalt used for those streets.

On behalf of the Gardnerville Town Board and staff, our sincerest thank you for living in and doing business in Gardnerville during 2013 and best wishes for 2014. Please feel free to contact the town administrative office at 775.782.7134 with any comments or suggestions of projects, areas you would like to see improvement in, or projects you would like to see the town pursue.

Sincerely,
Tom Dallaire
Gardnerville Town Manager

Administration

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

- a. The Town website continues to be updated by staff.
- b. We updated the Town Goals and Strategic plan.
- c. The Gardnerville Main Street Program continues working on ways to attract people to the Gardnerville downtown core and recognize the shopping potential offered by our downtown businesses.
- d. Town Manager received the Public Official certification through the UNR and Nevada League of Cities program.

Town Purchases:

- e. Public Works has a new Chevy 1 ton four wheel drive pickup with snow plow for a work truck you have probably seen pulling around the crack fill machine.
- f. Parks department purchased a new Bobcat mower in September, which should speed up mowing in 2014.
- g. Painted the Maintenance yard building to reduce the cooling costs and get all the building a uniform color and look. Thank you goes to Gardnerville Water Company for updating the look of the adjacent well site building to match.

Parks and Recreation

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

- a. Received the "Tree City USA" recognition for the eleventh consecutive year.
- b. The eighth season of Movies in the Park continued with four great movies (*Journey 2*, *The Mysterious Island*, *Despicable Me*, *Brave*, and *We Bought a Zoo*) for



Arbor Day 2013



CHRISTMAS KICKOFF 2013

residents and visitors to enjoy at Heritage Park. This event would not be possible without the contributions of local businesses: Avalon Lodge/Historian Inn, Bodywise Physical Therapy, Cash Advance, Market Café, Mark Smith Tire Center (Les Schwab), Parigini Orthodontics and Studio Vogue. We appreciate their support.

c. On Arbor Day 2013, the Town celebrated with the Douglas High School Environmental Club and again planted a tree at Heritage Park Community Garden at the home of the future children's garden.

d. Other annual events held at Heritage Park included; July 4th Freedom 5k fun Run and Yankee Doodle Chalk Walk.

Valley Cruiser's annual Rockathon Car Show co-sponsored by the Gardnerville Town Board

Sertoma Club's annual Oktoberfest

Old Town Days, special thanks to Nevada Civil War Volunteers for putting on such a great educational opportunity for the community.

The Carson Valley Christmas Kickoff, which again featured a fireworks display by Lantis Fireworks. Entertainment included the Sierra Ringers, the Carson Valley Boys & Girls Club, the Carson Valley Community Theater's Young Thespians, the Christmas Carolers, and the musical light show.

e. The Town of Gardnerville/Main Street Gardnerville float won best float in the Parade of Lights

f. The Nevada State Division of Conservation was contracted to clean the Cottonwood Slough behind 756 and Douglas Ave.

g. Toler Ave landscaping project was completed and will be replanted this spring with additional plants and flowers.

h. Troop 495 Eagle Scout Project to clean up and clean out the Hellwinkel barn.

i. Troop 240 Eagle Scout Project to install doggie pot stations along Toler Walking path and at the Virginia Ranch regional detention pond.



ACQUISITION OF EAGLE GAS

Public Works

The Public Works Department maintains 40 lane miles of local streets, the Town's storm drain conveyances, controls weeds within the public right of way, provides snow and ice control measures in inclement weather, and all other maintenance associated with the street network. Review of development projects and design of road maintenance and repair projects is provided through the Town Manager/Engineer. Josh Poulson, engineering tech, did many of the improvement projects and development reviews before he left in July. We welcome our new engineer 1, Geoffrey LaCost, E.I., in late December.

Town Projects:

- a. The ADA transition plan sidewalk study, performed by our local business, Beneficial Designs, is almost complete. Staff looks forward to bringing this project to a close.
- b. We received a grant from NV Energy for an electric charging station, the first Electrical Car Charging station in the Carson Valley and it is located on Eddy Street adjacent to the Historian Inn.



- c. Impact Construction was contracted for Chichester asphalt crack repair projects consisting of fixing cracks along Chichester, Petar and most of Marion Russell.
- d. Cruz Construction crack filled and sealed Gilman Ave, Chichester Ave, and Marion Russell to allow for the micro surfacing to be completed to make the road smoother and a more pleasant drive.

- e. VSS International completed a micorsurface seal in Chichester Estates.



CHICHEESTER MICROSURFACE

- f. The Eagle Gas Station was acquired from the County. We have made great progress in the short amount of time we have owned it. We have had the heating oil tanks removed and we had the site inspected and tested. We had NV Energy trim the overhanging trees and held a workshop to get input from the community.
- g. NDOT LPA for Kingslane Sidewalk – Currently in design and coordination with NDOT.
- h. Land and Water Conservation Fund Grant – currently in project design and development.
- i. NDOT FY2013 Resubmitted project with Douglas County for trails – Ranked #1 and are waiting for funding.
- j. NDOT FY2013 Transportation Alternative Program (TAP) – Staff submitted for crosswalk upgrades and rapid flashing beacons for the crosswalks at, Kingslane, Mission Street, High School Street and Mill Street, which serve the schools within the town. Currently waiting on an NDOT contract for funding.
- k. Hellwinkel Flood Trench and Trail – Finished the flood analysis. The trench will not fix the flooding that crosses the highway along the “S” curve, but the trench will be a huge benefit and provide a great opportunity to fix many drainage issues and concerns along 395 and provide for additional

drainage opportunities to the properties located on the south side of highway 395. Have revised the scope of work for the trench and will begin construction at the end of 2014.

1. Town staff has reviewed the plans for several developments and have been working with the developers and construction crews for these projects.



CARRICK/VIRGINIA RANCH DETENTION POND

Completed Development Projects within the Town :

- a. Wal Mart was completed. Carrick Lane and the Virginia Ranch Regional Detention Pond was completed and accepted by the town for ownership and maintenance.
- b. The Ranch at Gardnerville finished the 30 parcels in Phase I and began work on Phase IIB.
- c. Golden Gate Petroleum, off of Grant Ave, will be opening in early 2014.
- d. Parkway Vista Apartments will be opening soon. The Arbor Gardens regional detention pond was completed and accepted by the town for ownership and maintenance.

Health & Sanitation

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

- a. The Greenwaste program was once again put on hold for the winter to help with fuel costs and free up maintenance staff's time for other projects within the town. If residents call, they have been asked to put out their greenwaste during the off season with your normal garbage. Picking up 10 to 15 cans a week on the green waste route was not making sense during the winter months. With this mild winter the greenwaste service will most likely start back up sooner than April 2nd. Watch the paper or the town website for an updated start date.
- b. We received another shipment of greenwaste cans. We have completed gcan replacement of 60 percent of the town's greenwaste customers. If your neighbor has a green greenwaste tote, please let the office know or place your old tote out on the normal greenwaste day so the old blue tote can be replaced by town staff.



RACHAEL ALEXANDER & SON

- c. First online town customer service survey completed by residents and first raffle held for a year's free trash service awarded to Rachael Alexander, a residential trash customer. Stay tuned to the town website for the 2014 customer service survey.
- d. We have refurbished and reconditioned the dumpster bins and are in the process of changing out the lids to the lighter weight lids for easier access.
- d. We streamlined the routes for better fuel economy and minimized customer impact.
- e. Continued maintenance of all town vehicles.
- f. We continue to dispose of the refuse at the Ormsby Landfill and limit the amount of refuse going to Douglas Disposal, keeping the cost to our customers at the lowest price possible.
- g. Maintenance buildings were painted and new lighting was updated.
- h. Impact Construction was contracted to put in a concrete pad at the maintenance facility to accommodate more bin storage space.
- i. Per the customer service survey, see the attached results page, recycling is what many of the survey participants would like to see within the town. It will be difficult for the town to do this on our own. Douglas Disposal and the towns would need to be able to provide for this additional service at additional operational costs. Is this something the town customers are willing to pay for? This question will be added to the 2014 customer service survey. So please participate in the survey this year and get your chance to enter and win a year's free trash service.

Main Street Gardnerville

Highlights of Main Street Gardnerville Accomplishments

1. Sidewalk Gallery produced three exhibits, added banner signage, and held a reception for student photographers and families.
2. Managed the Main Street Flower program through a volunteer subcommittee. Worked with three local high schools to produce 68 hanging flower baskets; produced and maintained 61 Adopt-A-Pots. Program self-supporting through sponsorship and donations.
3. Applied for and received a USDA Specialty Crop Block grant (\$5,000) for construction of a large Children's Garden that will offer growing space and educational opportunities for ages 3 through 12. A draft plan was completed in December.
4. Constructed a community labyrinth at HPG using grant funding (\$4,000). A Dedication was held in October.
5. Wine Walks (raising just over \$14,000, after expenses, for the program throughout the entire season)
6. Cash Mobs have been a successful tool in introducing people to various small businesses within the Main Street district.
7. Assisted Carson Valley Chamber of Commerce with their Parade of Lights event, in partnership with the Town of Gardnerville, with a parade entry and an announcing stand at the Museum.
8. Business Tracker Updated for 2013: 16 new businesses opened; 10 businesses closed; 1 business relocated outside of district; 6 businesses relocated/transferred ownership within the district and at least 16 businesses improved their business through private investment.
9. Revolving Loan Fund recipient increased jobs from 3 to 63, sold business and remains on as CEO.
10. Coop Advertisement with MSG and MSG businesses on billboard South of Town and in Reno-Tahoe Magazine.
11. Developed formal fundraising strategy for Basque Mural Project that can be later adjusted for other public mural projects
12. Assisted Douglas County Historical Society with the promotion of and execution of their Haunted Weekend Event.
13. 3rd Annual Holiday Shopping Bazaar featured 45 vendors, approximately 600 potential shoppers attended and it raised just over \$2,300 for the program.
14. Business Directory Updated.
15. Annual Volunteer Recognition Event held on April 4, 2013.
16. Developed recruiting strategies.
17. Worked together with the Town of Gardnerville on the first Freedom 5K Fun Run/Chalk Walk - July 4, 2013



HERITAGE PARK GARDENS LABYRINTH



FREEDOM 5K RUN - JULY 4, 2013

2012/13 610 Actual Revenue

	Amended Budget	Actual	% of budget	% of fund
Ad Valorem	\$ 982,823	\$ 991,169	101%	64%
CTX	\$ 228,755	\$ 245,034	107%	16%
NRS Gaming Tax	\$ 25,000	\$ 21,645	87%	1%
Charges for service	\$ 6,000	\$ 12,633	211%	1%
Miscellaneous Revenue	\$ -	\$ 19,994	100%	1%
Opening Fund/Reserves	\$ 258,859	\$ 258,858	-8%	17%
Interest	\$ 5,000	\$ (385)	103%	
Total	\$ 1,506,437	\$ 1,548,948		

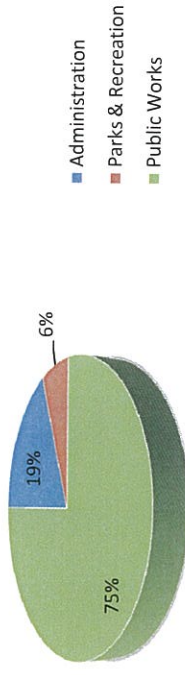
2012/13 610 Actual Revenue



2012/13 610 Actual Expense

	Amended Budget	Actual	% of budget	% of fund
Administration	\$ 342,260	\$ 323,416	94%	19%
Parks & Recreation	\$ 112,425	\$ 111,483	99%	6%
Public Works	\$ 1,510,415	\$ 1,304,374	86%	75%
Total	\$ 1,965,100	\$ 1,739,273	89%	

2012/13 610 Actual Expense



2012/13 611 Actual Revenue

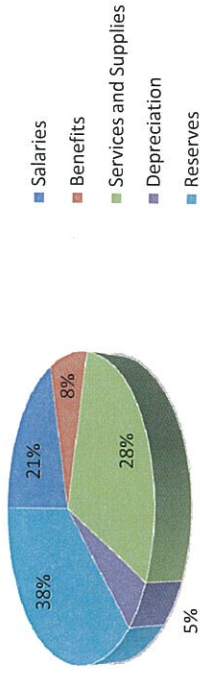
	Amended Budget	Actual	% of budget	% of fund
Fees/Rental	\$ 859,000	\$ 895,741	104%	61%
Interest	\$ 3,000	\$ (892)	-30%	0%
Reserves	\$ 582,946	\$ 582,946	100%	39%
Misc.	\$ -	\$ 715	102%	0%
Total	\$ 1,444,946	\$ 1,478,510		

2012/13 611 Actual Revenue



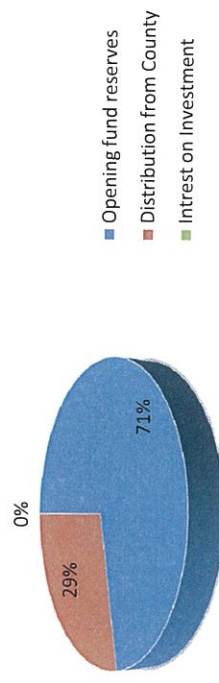
2012/13 611 Actual Expense

	Amended Budget	Actual	% of budget	% of fund
Salaries	\$ 289,336	\$ 281,901	97%	21%
Benefits	\$ 117,326	\$ 113,903	97%	8%
Services and Supplies	\$ 421,140	\$ 377,850	90%	28%
Depreciation	\$ 90,600	\$ 69,267	76%	5%
Reserves	\$ 526,544	\$ 526,544	100%	38%
Total	\$ 1,444,946	\$ 1,369,465	95%	



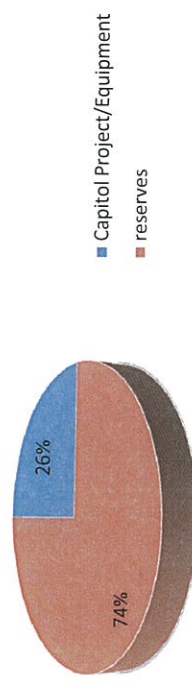
2012/13 614 Actual Revenue

	Amended Budget	Actual	% of budget	% of fund
Opening fund reserves	\$ 111,748	\$ 112,112	100%	71%
Distribution from County	\$ 44,586	\$ 44,952	101%	29%
Interest on Investment	\$ 600	\$ (130)	-22%	0%
Total	\$ 156,934	\$ 156,934	100%	



2012/13 614 Actual Expense

	Amended Budget	Actual	% of budget	% of fund
Capital Project/Equipment	\$ 45,000	\$ 40,050	89%	26%
reserves	\$ 111,934	\$ 116,884	104%	74%
Total	\$ 156,934	\$ 156,934	100%	



CONSTANT CONTACT SURVEY RESULTS

For each of the following issues in DOWNTOWN GARDNERVILLE please rate your satisfaction on a scale of 1 to 5:

where 5 means "Very Satisfied" and 1 means "Very Dissatisfied"

1 = Very Satisfied, 2 = Satisfied, 3 = Average, 4 = Dissatisfied, 5 = Very Dissatisfied

Answer	1	2	3	4	5	Number of Response(s)	Rating Score*
Cleanliness of downtown areas						45	1.4
Feeling of safety of downtown at night						44	1.5
Quality of public events held downtown						45	1.5
Landscaping and green space						45	1.5
Signage and way finding						43	1.6
Availability of public event space						44	1.8
Pedestrian accessibility						45	1.6
Parking availability						45	1.9

*The Rating Score is the weighted average calculated by dividing the sum of all weighted ratings by the number of total responses.

How would you rate your overall level of satisfaction of the services provided by the Town of Gardnerville?

Answer	0%	100%	Number of Response(s)	Response Ratio	
Highly satisfied				35	77.7 %
Somewhat satisfied				7	15.5 %
Neutral				1	2.2 %
Somewhat dissatisfied				0	0.0 %
Highly dissatisfied				0	0.0 %
No Response(s)				2	4.4 %
Totals				45	100%



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Approve Use of Heritage Park by the Douglas County Historical Society for a Young Chautauqua Performance to be held at Heritage Park June 17, 2014 from 5:00 p.m. to 6:00 p.m., considered to be a Class 1 use per policy.**

2. **Recommended Motion: Funds Available:** Yes N/A

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date: March 4, 2014 Time Requested: N/A**

5. **Agenda:** Consent Administrative

Background Information: Per the Town Policy this is considered a class I use. The fees will be waived based on this being a nonprofit youth group.

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

7. **Board Action:**

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



SEP 19 2013

Reservation Form and Release of Liability and Indemnification Agreement

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

1407 Highway 395

Gardnerville, Nevada 89410

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

Date of Application: September 17, 2013
(Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)

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

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

Requesting use of Heritage Park? Yes X No

If No, describe which Town park you are requesting to reserve: N/A

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

Name of Applicant Organization or Business: Douglas Co. Historical Society Corporation: Yes No ^{Non-Profit}
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: Grace Bower Supervisor of Activity: Iris Blaisdell

Home Telephone #: 265-6097 Business Telephone # 782-2555 Fax #: 783-8802
(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: 1477 Hwy 395 N. Suite B Gardnerville, NV 89410
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: Same

Type of Activity Town Park will be used for: Young Chautauque Performance

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

Band or amplified music? Yes No X

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

5-2

original to Carol for Bldg photo

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

Date(s) Requested (include setup and tear down time): June 17, 2014

Event hours: 4~~7~~ to 8 PM

Describe proposed event, concessions, fund-raisers, etc.: 5 - 6 Young Chautauqua Performance Public invited to bring their own picnic and watch

Town services, if any, required: restrooms Electrical outlet in Gazebo

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

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

If Yes, specify quantity, dimensions, etc.: canopies maybe, chairs

(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: 40 to 60

(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 #: All-Cal Insurance Agency
916-784-9070 Mike Esparza

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

Event Security Plan: None

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

Water and Sanitation Plan if food is being sold or consumed during event: _____

Event Clean-up/Sanitation/Garbage Plan: _____

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

Fire/Emergency Medical Services Plan: None

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area: Museum + Park

(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: Grazi Bower Date: 9-19-13
_____ Date: _____

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

Printed Name(s) of Authorized Representative(s) of Applicant above: Grazi Bower

(Town Office Use Only)

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

A copy of the approved application MUST be at the event



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/17/2013

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 All-Cal Insurance Agency 505 Vernon Street Roseville CA 95678		CONTACT NAME: Mike Esparza PHONE (A/C No. Ext): (916) 784-9070 FAX (A/C. No): (916) 784-0158 E-MAIL ADDRESS: michael@all-calinsurance.com	
INSURED Douglas County Historical Society 1477 Hwy 395 N, Suite B Gardnerville NV 89410		INSURER(S) AFFORDING COVERAGE INSURER A: Alliance Of Nonprofits For INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10023	

COVERAGES **CERTIFICATE NUMBER:** CL1311703121 **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 WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			2013-28274	7/16/2013	7/16/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X					MED EXP (Any one person) \$ 20,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
A	AUTOMOBILE LIABILITY			2013-28274	7/16/2013	7/16/2014	LIQUOR LIABILITY \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> EXCESS LIAB						Non-owned \$
	<input type="checkbox"/> DED						EACH OCCURRENCE \$
	<input type="checkbox"/> RETENTIONS						AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				WC STATUTORY LIMITS \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						OTHER \$
							E.L. EACH ACCIDENT \$
							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 NAMED AS ADDITIONAL INSURED WITH RESPECTS TO THE CHAUTAUGA IN THE PARK EVENT
 JUNE 17, 2013. FORM CG 20 11 APPLIES.

CERTIFICATE HOLDER TOWN OF GARDNERVILLE P.O. BOX 43 GARDNERVILLE, NV 89410	CANCELLATION 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 5-5 <i>Joe Esparza</i>
--	--

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

1. Designation of Premises (Part Leased to You):
2. Name of Person or Organization (Additional Insured): **TOWN OF GARDNERVILLE**

Any person or organization acting as a manager or lessor of a covered premises that you are required to name as an additional insured on this policy, under a written contract, lease or agreement currently in effect, or becoming effective during the term of the policy, and for which a certificate of insurance naming that person or organization as additional insured has been issued.

3. Additional Premium: **INCLUDED**

(if no entry appears above, the information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule but only with respect to liability arising out of the ownership, maintenance or use of the part of the premises leased to you in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization shown in the Schedule.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on a request to approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 20, 2014 at Heritage Park from 9:00 a.m. to 5:00 p.m. and waive fees associated with the rental of the park; appearance by Danny Villalobos; with public comment prior to Board action.**

2. **Recommended Motion: Funds Available: Yes N/A**

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date: March 4, 2014 Time Requested: 10 minutes**

5. **Agenda: Consent Administrative**

Background Information: Per Town Park Policy this is considered to be a Class 1 use of the park benefitting youth, therefore the fee for park use is waived. Application is 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: FEB 19, 2014
(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/AUSTIN'S HOUSE POKER RUN
(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 X 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:
ALL AREA NORTH OF THE GAZEBO.

Name of Applicant Organization or Business: DANNY VILLACOROS Corporation: Yes No [checked]
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: DANNY VILLACOROS Supervisor of Activity: DANNY VILLACOROS CELL

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

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

Mailing Address: 1674 HWY 395 MINDEN, NV 89423

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

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

Band or amplified music? Yes [checked] No

This event is Non-Profit [checked] For Profit Closed to Public Open to Public [checked]

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

Date(s) Requested (include setup and tear down time): SEPT. 20 9AM-5 PM

Event hours: 9AM-5 PM

Describe proposed event, concessions, fund-raisers, etc.: "AUSTIN'S HOUSE POKED RUN" FUND RAISER W/ 100% GOING TO AUSTIN'S HOUSE. THIS IS THE FINAL STOP SO WE SERVE LUNCH, RAFFLE OFF PRIZES AND PLAY LIVE MUSIC

Town services, if any, required: ① ELECTRICAL OUTLETS FOR MICROPHONE + SPEAKERS: ② RESTROOMS ③ WATER VALVES/KEYS
(Electrical outlets, restroom/toilet facilities, etc.)

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

If Yes, specify quantity, dimensions, etc.: 2 OR 3 20X20 CANOPIES FOR SHADE PROVIDED BY "SIERRA CANOPIES". STAKES ARE (NOT) USED. THEY (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)
USE 5 GALLON WATER CONTAINERS FOR HOLD-DOWNS 😊

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 120-150

(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 #: PEVA 775-782-5827

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

Event Security Plan: SECURITY NOT NEEDED

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

Water and Sanitation Plan if food is being sold or consumed during event: BOTTLED WATER IS PROVIDED IN LARGE ICE-FILLED TUBS. FOOD IS BROUGHT IN AND SERVED PICNIC STYLE.

Event Clean-up/Sanitation/Garbage Plan: WE CLEAN-UP SO WILL NEED KEY TO DUMPSTER. PIT STOP POTS PROVIDES FOUR ADDITIONAL PORT-A-POTTIES.
(Garbage dumpsters/porta-a-cans/restrooms/etc.)

Fire/Emergency Medical Services Plan: NONE

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area: OPEN

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

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

WAIVER OF LIABILITY

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

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

Signature(s) of Authorized Representative(s) of Applicant: [Signature] Date: 2/19/14

_____ Date: _____

_____ Date: _____

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

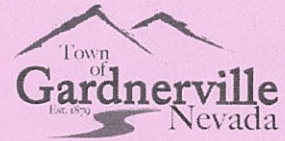
Printed Name(s) of Authorized Representative(s) of Applicant above: PATTY CLARK

JENNIFER VILLALOBOS

(Town Office Use Only)

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

A copy of the approved application MUST be at the event



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Approve resolution 2014R-10, requested by County Staff to dedicate Mathias Parkway, from Virginia Ranch Road to the Virginia Ditch, to the county for maintenance, which is an extension of the Muller Parkway right-of-way and county collector road.**

2. **Recommended Motion: Funds Available:** Yes N/A

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date: March 4, 2014 Time Requested: N/A**

5. **Agenda:** Consent Administrative

Background Information: The County is working on the Muller extension to Mathias Parkway. Mathias will be turned into Muller Parkway, which is a collector road and will be maintained by the county. This is simply the county request for the town to give back this road for maintenance.

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

7. **Board Action:**

Approved

Approved with Modifications

Denied

Continued

Douglas County Board of Commissioners

AGENDA ACTION SHEET

1. **Title:** For possible action. Discussion to approve Resolution 2014R-010 regarding acceptance of Grant Avenue, Mathias Parkway, Crown Way, Timber Court and portions of Muller Parkway, Heybourne Road, Nye Drive and Pinenut Road for maintenance by Douglas County, and removal of Goa Way, Genoa Street and Dayton Street #2 from the list of County-maintained roads.

2. **Recommended Motion:** Approve Resolution 2014R-010 regarding acceptance of Grant Avenue, Mathias Parkway, Crown Way, Timber Court and portions of Muller Parkway, Heybourne Road, Nye Drive and Pinenut Road for maintenance by Douglas County, and removal of Goa Way, Genoa Street and Dayton Street #2 from the list of County-maintained roads.

3. **Funds Available:** NA **Amount:** NA

4. **Prepared by:** Jeff Foltz, PE, Senior Civil Engineer

5. **Meeting Date:** March 6, 2014 **Time Required:** 5 minutes

6. **Agenda:** Consent

7. **Background Information:** Mathias Parkway was constructed in 1997 with the Jewel Commercial Park improvements, and has been maintained by the Town of Gardnerville since that time. Mathias aligns with Muller Parkway to the north and south. Mathias will soon be renamed Muller, and the Virginia Canal Crossing improvements will complete two lanes of Muller from Pinenut Road to Grant Avenue. All of the roads proposed for acceptance have been constructed to County standards.

The public right-of-way for Goa Way was abandoned in 2008 and the adjacent landowners accepted maintenance responsibilities for the road at that time. Genoa Street and Dayton Street, both in the Topaz Lake area, were not constructed to County standards and do not meet the County's minimum requirement of 50' of right-of-way.

8. **Committee/Other Agency Review:**

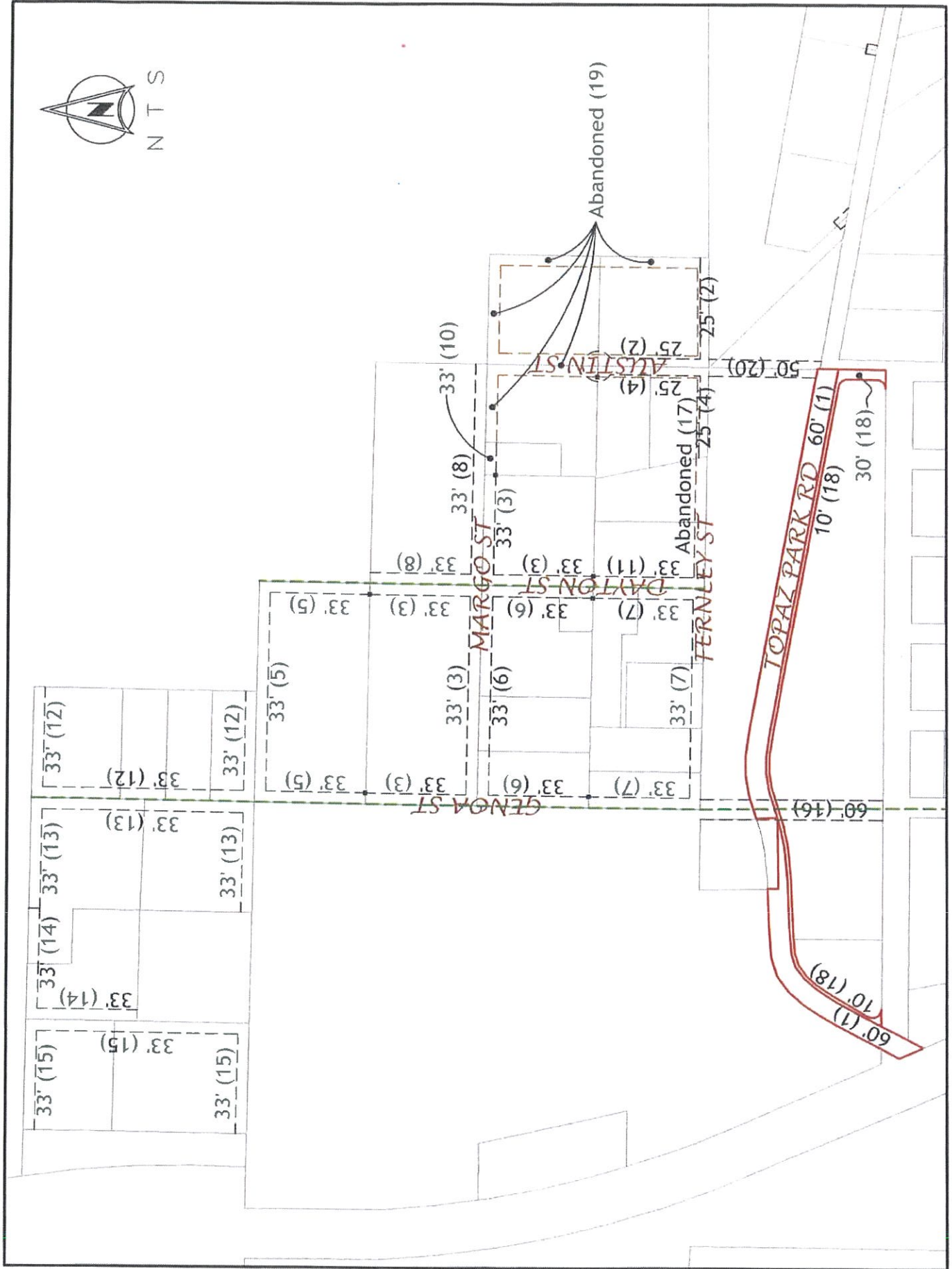
9. **Reviewed by:**

<input type="checkbox"/> Department Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> District Attorney	<input type="checkbox"/> Other

10. **Commission Action:**

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

Agenda Item # 7-2



Resolution No. 2014R-010

A RESOLUTION ACCEPTING MAINTENANCE RESPONSIBILITIES FOR GRANT AVENUE, MATHIAS PARKWAY, CROWN WAY, TIMBER COURT AND PORTIONS OF MULLER PARKWAY, HEYBOURNE ROAD, NYE DRIVE AND PINENUT ROAD FOR MAINTENANCE BY DOUGLAS COUNTY, AND REMOVAL OF GOA WAY, GENOA STREET AND DAYTON STREET #2 FROM THE LIST OF COUNTY-MAINTAINED ROADS

WHEREAS, the Douglas County Board of Commissioners did, on August 11, 1994, establish a Policy and Procedure for acceptance of paved roads constructed to County standards; and,

WHEREAS, Grant Avenue, Mathias Parkway, Crown Way, Timber Court and portions of Muller Parkway, Heybourne Road, Nye Drive and Pinenut Road were constructed to County standards; and

WHEREAS, the public right-of-way for Goa Way was abandoned in 2008 with responsibility for maintenance being transferred to the adjacent homeowners at that time; and

WHEREAS, Genoa Street in the Topaz Lake area was not constructed to County standards and has less than the minimum 50' of right-of-way required for acceptance of a road for maintenance; and

WHEREAS, Dayton Street in the Topaz Lake area was not constructed to County standards, and has at its northerly end less than the minimum 50' right-of-way required for acceptance of a road for maintenance;

NOW THEREFORE, BE IT RESOLVED that the Douglas County Board of Commissioners does accept Grant Avenue, Mathias Parkway, Crown Way, Timber Court and portions of Muller Parkway, Heybourne Road, Nye Drive, and Pinenut Road for maintenance by Douglas County, and removes of Goa Way, Genoa Street and Dayton Street #2 from the list of County-maintained roads as indicated on the attached Exhibits "A" through "I".

Adopted this _____ day of _____, 2014, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

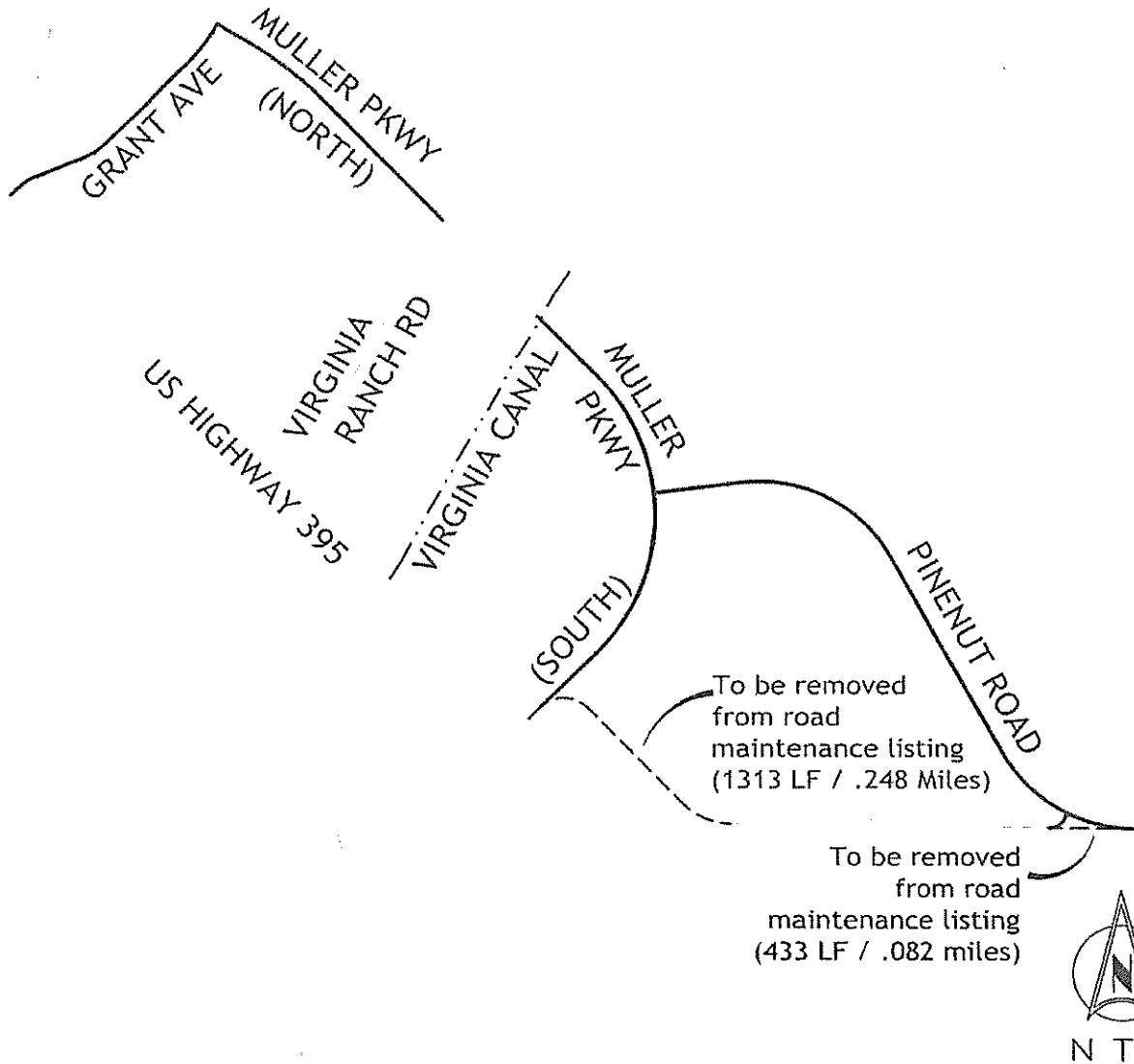
EXHIBIT "A"

Streets accepted for maintenance				
Street Name	Vicinity	Subdivision	Gravel (mi.)	Paved (mi.)
Grant Avenue	Town of Gardnerville	Wal-Mart	N/A	0.265
Mathias Parkway	Town of Gardnerville	Jewel Commercial Park Phase 2	NA	0.124
Crown Way	East Valley	Skyline Ranch Phase 3	NA	0.36
Timber Court	East Valley	Old Sawmill Industrial Park	NA	0.263
Muller Parkway (north)	Town of Gardnerville	Wal-Mart	N/A	0.290
Muller Parkway (south)	Town of Gardnerville	Peri Enterprises	N/A	0.459
Heybourne Road	Airport	Meridian Business Park	NA	0.714
Nye Drive	Johnson Lane	Skyline Ranch Phase 3	NA	0.523
Pinenut Road	Town of Gardnerville	Peri Enterprises	N/A	0.652
		Total	0.00	3.650

EXHIBIT "B"

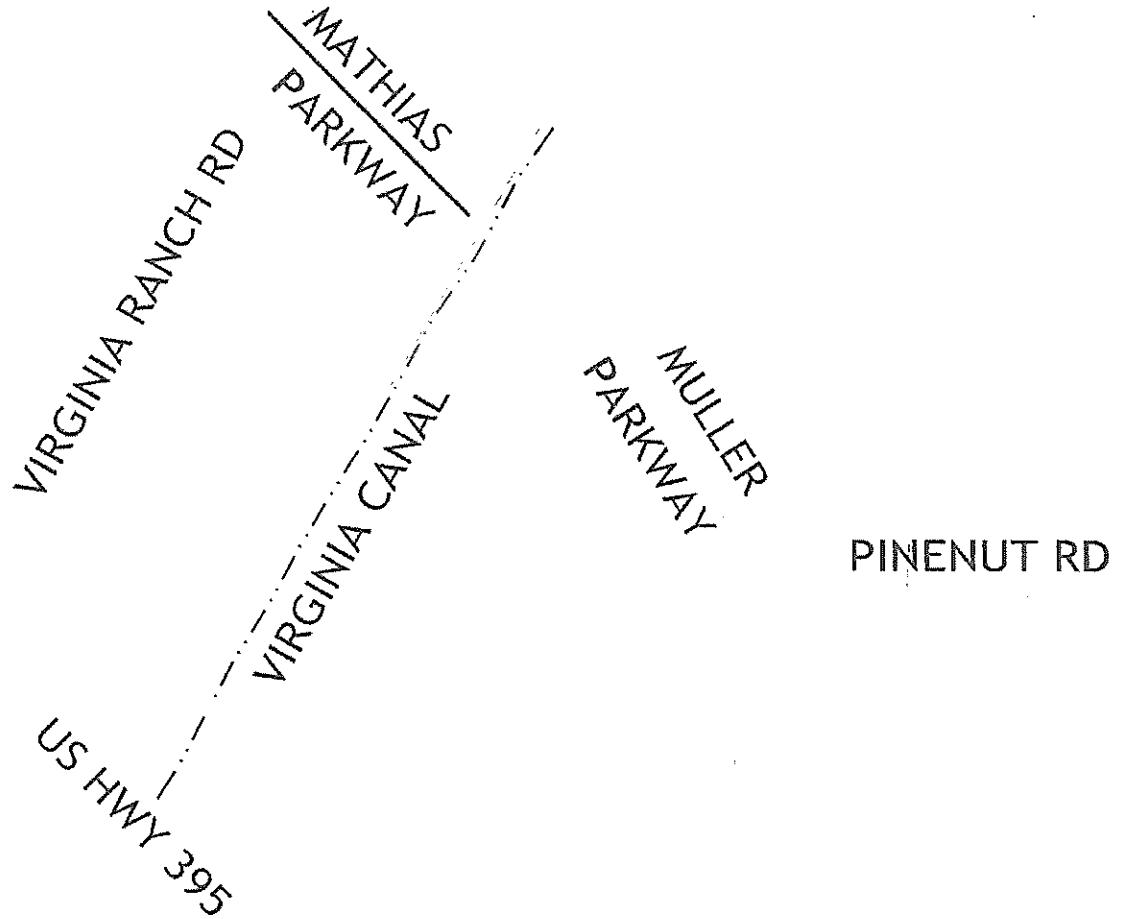
Streets removed from the list of County-maintained roads				
Street Name	Vicinity	Subdivision	Gravel (mi.)	Paved (mi.)
Goa Way	Foothill	NA	N/A	0.057
Genoa Street	Topaz Lake	NA	0.409	NA
Dayton Street	Topaz Lake	NA	0.249	NA
		Total	0.658	0.057

EXHIBIT "C"



Name	L.F.	Miles
Grant Ave	1402	0.265
Muller Parkway (North)	1533	0.290
Muller Parkway (South)	2423	0.459
Pinenut Road	3443	0.652

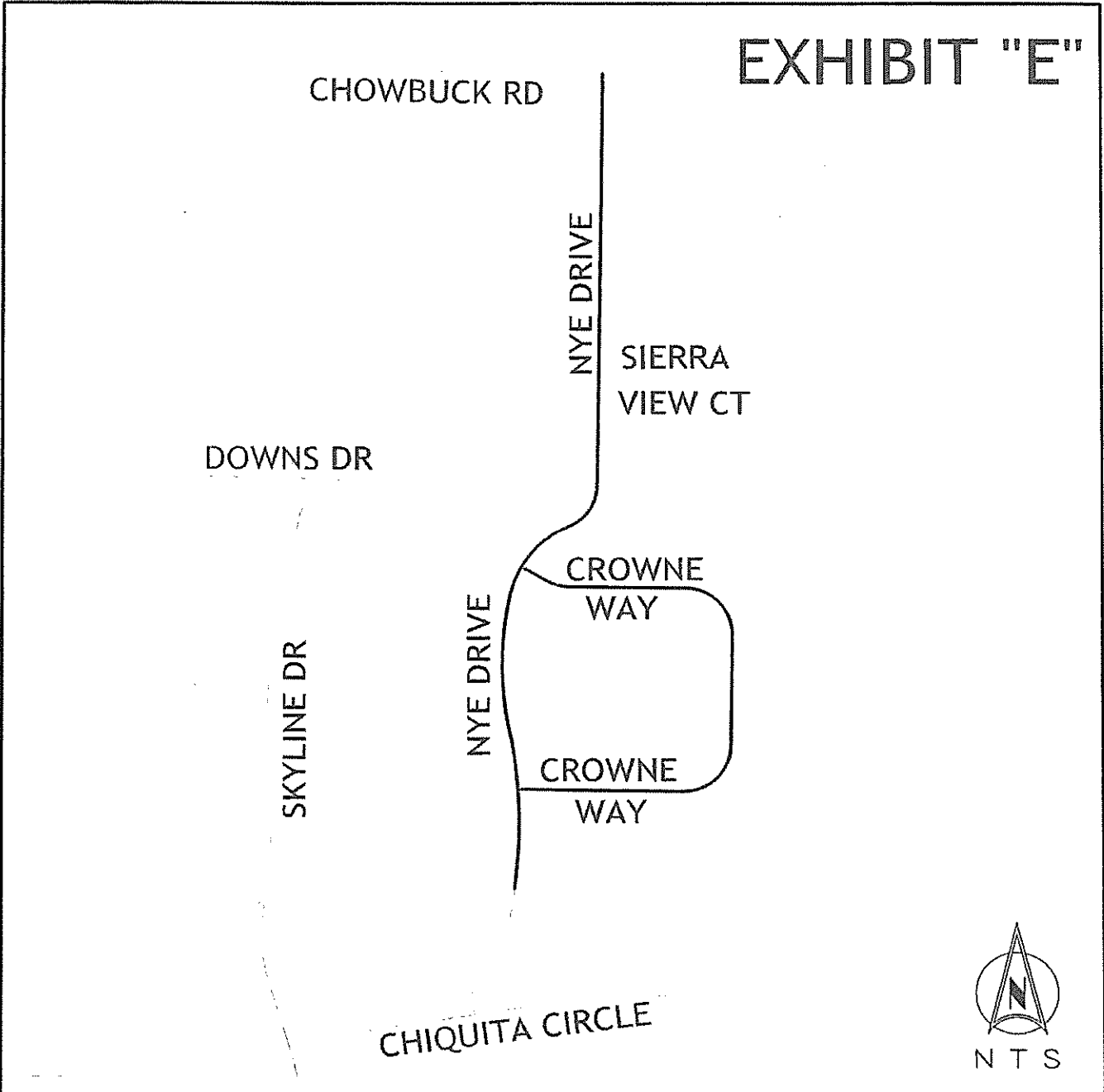
EXHIBIT "D"



Name	L.F.	Miles
Mathias Parkway	656	0.124



EXHIBIT "E"



Name	L.F.	Miles
Crowne Way	1902	0.360
Nye Drive	2760	0.523

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EXHIBIT "F"

AIRPORT ROAD

HEYBOURNE ROAD

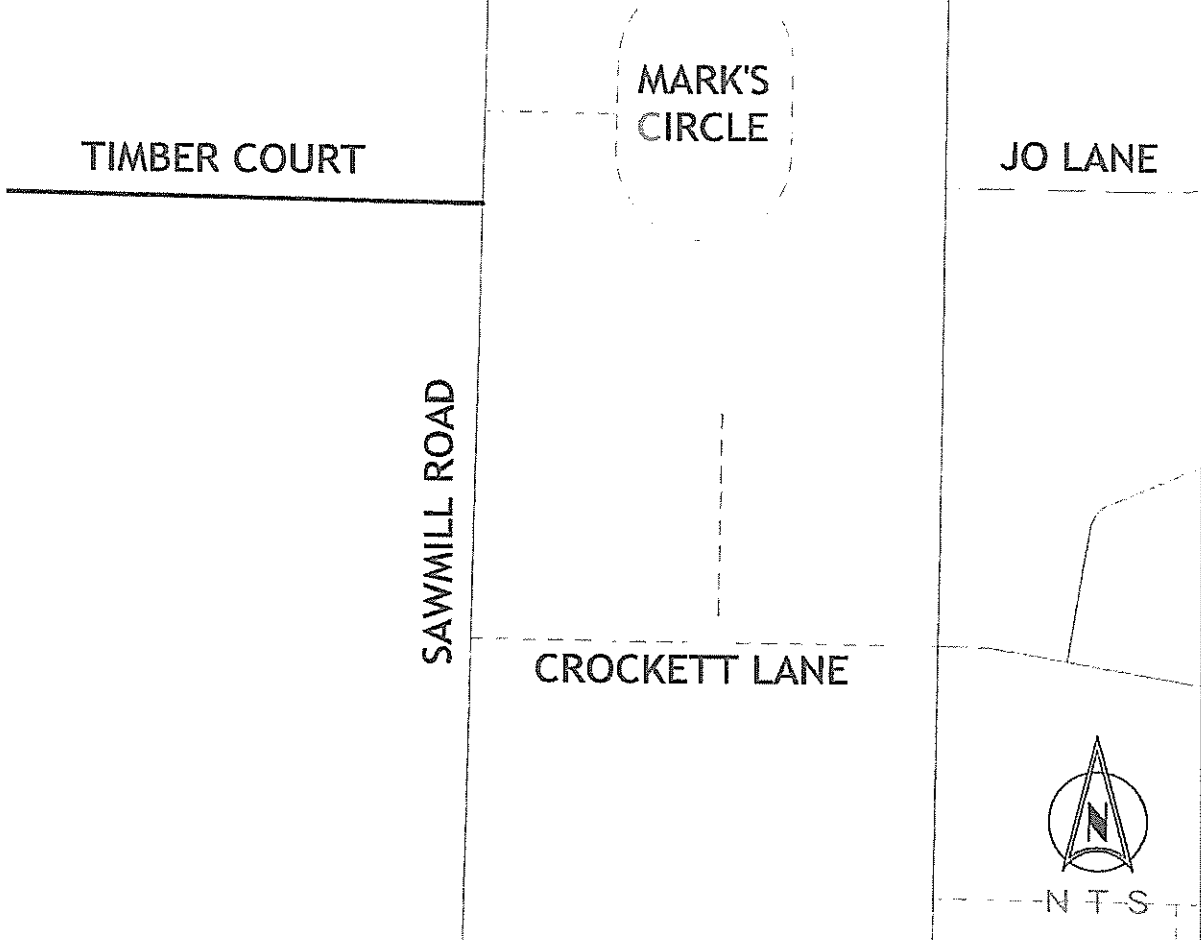
MERIDIAN BLVD

End of
Pavement



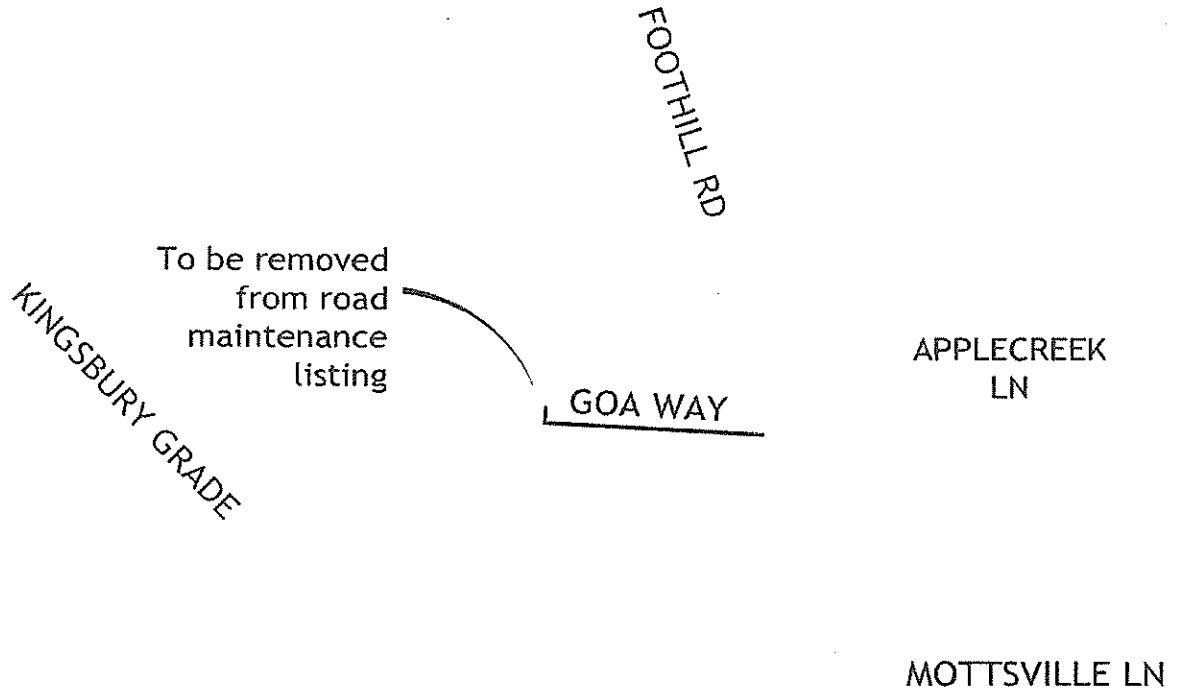
Name	L.F.	Miles
Heybourne Road	3772	0.714

EXHIBIT "G"



Name	L.F.	Miles
Timber Court	1392	0.263

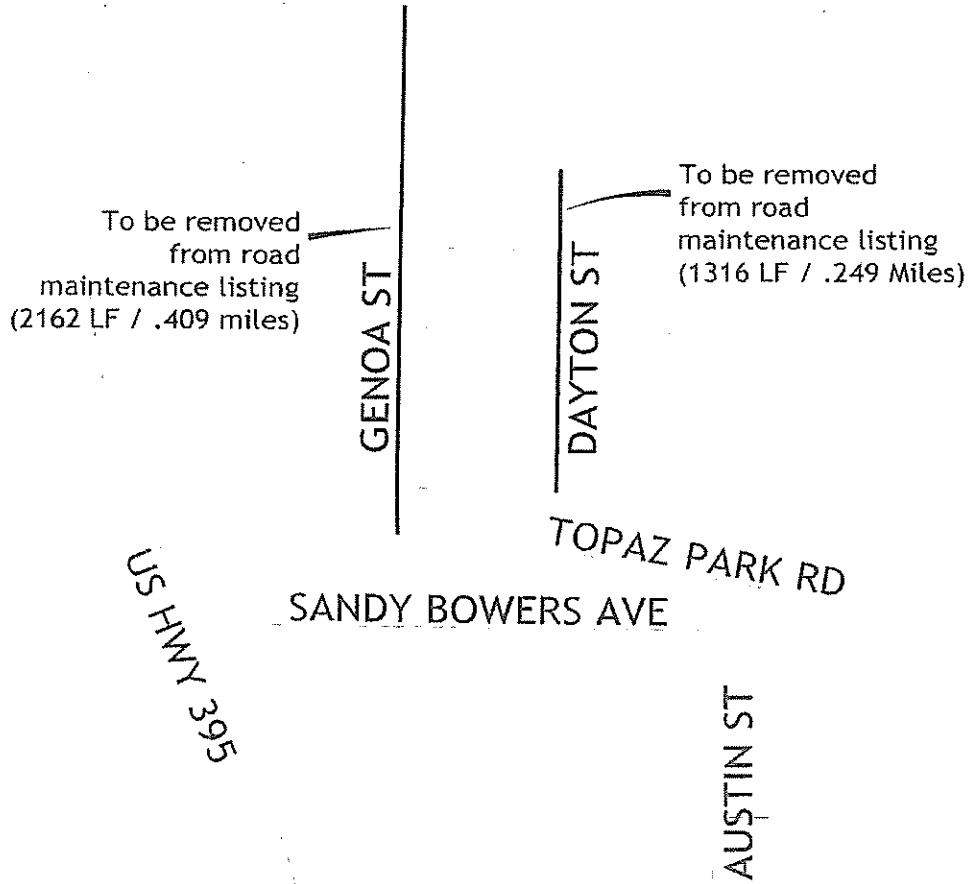
EXHIBIT "H"



Name	L.F.	Miles
Goa Way	304	0.057



EXHIBIT "I"



Name	L.F.	Miles
Genoa Street	2162	0.409
Dayton Street	1316	0.249