

### GARDNERVILLE TOWN BOARD

### **Meeting Agenda**

Cassandra Jones, Chairwoman Linda Slater, Vice Chairwoman Lloyd Higuera, Board Member Linda Slater, Board Member Mary Wenner, Board Member 1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 www.gardnerville-nv.gov

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

### Tuesday, January 2, 2018

### 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 were posted on December 27, 2017 on or before the third day prior to the meeting date, by Paula

Lochridge, Office Assistant Signed: \_\_\_\_\_\_: in accordance with NRS Chapter 241 at following

iocations;		
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at	i	A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at	: A.M.	
Gardnerville Post Office, 1267 US Hwy 395 #L, Gardnerville NV 89410 at	: A.M.	
Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410 at	:	A.M. and on the Internet at
www.gardnerville-ny.gov.		

*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 894I0, or by calling (775) 782-7I34 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 (BIS). 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. All items shall include discussion and possible action to approve, modify, deny, or continue.

**Notice:** "Any invocation that may be offered before the official start of the Board meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Board. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Board and do not necessarily represent the religious beliefs or views of the Board in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Board. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Town Board of Gardnerville"

### **INVOCATION – Pastor Norm Milz from Shepherd of the Sierra Lutheran Church**

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

### PLEDGE OF ALLEGIANCE – Tom Dallaire

### 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.

### 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.

<u>FOR POSSIBLE ACTION:</u> APPROVAL OF PREVIOUS MINUTES, December 7, 2017 Regular Board meeting; with public comment prior to Board action.



### 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 December 2017 claims.
- 4. For Possible Action: Approve Town Policy 21.5 Extra Trash Collection Days

### **ADMINISTRATIVE AGENDA**

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

- 5. <u>For Possible Action</u>: Approval of Proclamation 2018R-01 recognizing January 2018 as National Radon Action month; with public comment prior to board action. (approx. 5 minutes)
- 6. <u>For Possible Action</u>: Presentation by Jan Vandermade and Steve Noll with Design Workshop on the wayfinding signage project by Carson Valley Visitors Authority, including discussion concerning maintenance and letter of support commitment; with public comment prior to board action. (approx. 15 minutes)
- For Possible Action: Discussion to reconsider the prior board conditional approval for Design Review application DA-17-092 for Chase Bank located South of Lampe Drive, East of Highway 395 at the current site of the Westerner Motel located on a 1.06 acre parcel (APN:1220-04-501-011), presentation by William Reilly, APMI and Joe Hernadez with Chase; with public comment prior to board action. (approx. 30 minutes)
- 8. <u>For Possible Action</u>: Discussion and direction to town manager concerning Douglas County Master Plan, including various proposed changes and additions to elements relevant to the Town of Gardnerville currently being considered by the county; with public comment prior to board action. (approx. 20 minutes)
- 9. <u>For Possible Action</u>: Discussion on the Plan for Prosperity update and selection of the Citizen Advisory Committee members; with public comment prior to board action. (approx15 minutes)
- 10. <u>Not For Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for December 2017. (approx. 5 minutes)
- 11. <u>Not For Possible Action</u>: Discussion on the Town Manager's Monthly Report of activities for December 2017. (approx. 5 minutes)
- 12. <u>Not For Possible Action</u>: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.(approx. 10 minutes)

### Adjourn

Main Street Gardnerville Public Workshop–Community Center Dining Hall, Wednesday, January 10, 2018 @ 6:30 PM Public Workshop for the towns of Gardnerville and Minden - Plan for Prosperity update. Combined Gardnerville and Minden Boards Meeting/workshop on update to the Towns' Plan for Prosperity, 5:30 pm., Thursday January 11, 2018 EOC building entrance from Library Lane.

Next monthly meeting February 6, 2018



### GARDNERVILLE TOWN BOARD

### **Meeting Minutes**

Ken Miller, Chairman Cassandra Jones, Vice Chairwoman Lloyd Higuera, Board Member Linda Slater, Board Member Mary Wenner, Board Member 1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 www.gardnerville-nv.gov

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

Tuesday, December 5, 2017

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Ken Miller

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

PRESENT:

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

Jennifer Yturbide, Town Counsel Tom Dallaire, Town Manager Geoff LaCost, Public Works Superintendent Carol Louthan, Administrative Services Manager

PLEDGE OF ALLEGIANCE - Geoff LaCost led the flag salute.

### 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.

Mr. Bill Chernock, Carson Valley Chamber of Commerce, wanted to commend the town board and staff on the Kickoff event. It was spectacular. It's taken a number of years to build that and get people to understand what their park can do to create the whole. I think you got there. I know it's not easy. You put up with a lot of distractions, but our thanks to you for that event. More specifically we want to thank you for your continued support of the Parade of Lights. We have no shot at doing it without our major partners: Gardnerville, Minden and DCSO. This year we faced a couple of challenges that we hadn't faced before and we had no shot at doing it without people like Tom and your staff stepping up and doing what is necessary. You should be proud of your contribution. What we have now is just as solid as it can be and weather permitting can only be better in the future. Thank you. The float awards went to Girl Scout Troop 371 for youth; 20-30 Club for nonprofit; Town of Minden broke your streak. People's choice award was the Mutant Car Misfits.

No further public comment.

### E 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/Slater to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

## **FOR POSSIBLE ACTION:** APPROVAL OF PREVIOUS MINUTES, November 7, 2017 Regular Board meeting; with public comment prior to Board action.

Mrs. Slater has two corrections. Please note Kevin Verre V as in Victor, e-r-r-e, from Nevada Department of Transportation, rather than Berry. And the spelling of Bobson, B-o-b-z-i-e-n, rather than s-o-n.

### Motion Higuera/Jones to approve the minutes with corrections.

No public comment.

### Motion carried with Chairman Miller abstaining since he was not present.

### E 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. <u>For Possible Action</u>: Correspondence. Read and noted.
- 2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities. Approved.
- 3. <u>For Possible Action</u>: Approve November 2017 claims. Approved.
- 4. <u>For Possible Action.</u> Approve the urban forestry annual work plan update. Approved.
- 5. <u>For Possible Action:</u> Approve H & S write-offs. Approved.
- 6. <u>For Possible Action:</u> Approve budget transfers. Approved.

Motion Wenner/Higuera to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

### ADMINISTRATIVE AGENDA

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

7. For Possible Action: Discussion to approve, approve with modifications or deny a project review application for Chase Bank located South of Lampe Drive, East of Highway 395 at the current site of the Westerner Motel located on 1.06 acre parcel (APN:1220-04-501-011); with public comment prior to board action.

Mr. Dallaire pointed out Chase Bank hasn't actually purchased the property yet. They are just doing their due diligence on this and seeing what kind of review comments come back between the town and county. The proposal is to put in a bank on the corner of Lampe Drive and Highway 395. The main concern is the drainage which goes off into the street or grass area at this time. They are not increasing the amount of drainage. We want them to treat the water before it goes into the public storm drain system. They do have an access coming from the site into Smith's. They are adding decorative brick. They have been to NDOT to review their highway access point and NDOT is not allowing them to move the entrance, but allowing them to use the existing entrance. We will see what happens.

Vice-Chairwoman Jones asked how tall the block wall will be.

Mr. Dallaire noted it is a six foot block wall. I suspect the county will make it look like what they are proposing.

Vice-Chairwoman Jones wouldn't want to see a big block wall if I was living in the apartments. This doesn't tell me what the wall will be finished to look like.

Mrs. Slater is concerned. The town has tried to limit driveways on Highway 395. The bank will have three entrances even though it is ingress only. Is there any way of working with them? They have access from the Lampe Drive side and also the one coming from Smith's. Is there any way we can eliminate that 395 entrance?

Ms. Wenner mentioned the cars back up there.

Mrs. Slater would like them to work with us on that.

Chairman Miller is concerned about the entrance from Smith's parking lot to make sure they have good visibility on both sides when they come out of the bank lot towards Smith's. The trees should be set back from the entrance there for a safety issue. They need good lighting also.

Mr. Dallaire asked if they wanted to condition eliminating the entrance.

Mrs. Slater would like to see that eliminated. It is not primarily going to be a visitor that will use it. I don't think they warrant three separate entrances. We've been trying to limit access on 395.

Ms. Wenner agreed it gets congested in that location.

Chairman Miller thought the bank will cause more access from other cars than what the Westerner does.

Mrs. Slater believed most people will be utilizing the front entrance. For convenience they will be coming from the Smith's center as well.

Vice-Chairwoman Jones is concerned with the left turn across traffic. One alternative would be instead of forcing it into a right turn only entrance, like they have at Minden Village, where that entrance exists but you can only take it from the lane of traffic that would be heading north on 395.

Chairman Miller asked if they will have any other signage except what is on the building?

Mrs. Jones read monument signage is under separate permit.

No public comment.

Motion Jones to approve subject to the additional conditions that the finish on the block wall be consistent with the finish on the building; that visibility be maintained with the plantings at the entrance connected to the Smith's parking lot.

Without a second the motion will not be considered. Motion falls to the floor.

Motion Wenner/Slater to approve with the modifications, including the modification of not having an entrance on 395 and the other two conditions: the block wall the same as the building and site visibility at Smith's. Motion carried unanimously.

8. For Possible Action: Discussion to approve, approve with modifications or deny a project review application to modify SIP #00757 on behalf of Heybourne Meadows. LLC to expand the previously approved wetland/habitat pond from 3 acres to 5 acres, the project is located on the Town's 30.49 acre open space parcel (APN 1320-32-614-002); with public comment prior to board action.

Mr. Dallaire reviewed the previous plan in 2013 was a three acre pond. What is being proposed today is a five acre pond. The county closed the permit so it will be a modification to the existing permit that is open for Phases 2c and 2d. There is an agreement from 2007 with the developer that they would be able to create 10 acres of wetland total on the open space property that would benefit their project. This is 5 of the 10. It is a 23 to 24 feet deep hole with a pathway around the edge and ground water elevation is four to five feet. I have given him some conditions in the staff report. Basically mosquito abatement is looking for a concrete surface on the boat ramp, a pathway that goes around the entire pond and then there is a fence proposed that we would like them to remove and add some trees instead. There will be an aeration system. Mosquito abatement has a boat they use for fighting mosquitos. The water should be a lot cleaner than what we have because we don't have an aerator at the Gilman ponds. This will be twice as deep as those ponds.

Mrs. Slater asked what the primary use is of the pond.

Mr. Dallaire answered our use is just a hole in the ground with ground water. We would stock it with fish if the temperature is right and they will allow it. I'm hoping with the depth of the pond they will stock it.

Mrs. Slater thought it was an attractive place to have, but it needs a purpose other than just a body of water. You would want people use it. We want the people that live across the road to be able to enjoy it. You certainly don't want it to be a stagnant place for mosquitos to breed.

Mr. Dallaire believed having access around the ponds gives mosquito abatement the access they need.

Vice-Chairwoman Jones asked where the 12 foot walking path connects to the future trail path.

Mr. Dallaire answered it doesn't right now. I don't think this is the actual alignment of the path. We can connect it in once we get the path, which is supposed to be in 2018.

Vice-Chairwoman Jones asked to assume that doesn't happen. Is there a way to connect it to the existing sidewalk on Snaffle Bit. Otherwise we have a pond with the walking path around it. But if the projected future trail doesn't happen for a while, there's no way to get to the 12 foot sidewalk.

Mr. Dallaire thought they will fill in the existing ditch so we would have access on this side of the area. I would rather have the access come down and come off the trail. Maybe we could shorten it up. Maybe the Martin Slough trail could tie into it and use this as a feature and come off of that to save some money. We don't need all the parallel trails in that section. I think this will be a great asset to the town in the future.

Mr. Rob Anderson, on behalf of Heybourne Meadows, explained they need additional material to complete Phase 2E. We're anticipating a similar increase in Phase 3. Our client is pursuing 2E right now. We have the design complete. We just received the drawings from NV Energy. This was the concept from 2006, to create some wetland mitigation areas, wetland areas that could be expanded and enhanced.

Ms. Wenner asked if Mr. Anderson sees the pond getting any bigger with the extension of Heybourne Meadows?

Mr. Anderson did not believe so. Right now I think that is it.

Mrs. Slater asked for liability purposes would this be the town's responsibility.

Mr. Dallaire answered yes.

Mr. Anderson's understanding is it will be suitable for pedestrians, but also the town's truck to get around and service as well as mosquito abatement. That perimeter trail will be sufficient to drive on. The concept in 2006 was there was a wetland banking agreement. I was involved in the discussions with Jim Park at the time. There is a wetland banking process you can go through with the corp. of engineers. The concept was if they could create a wetland bank with minimal effort, generate some fill, that they would receive that benefit. If that wetland bank obligated them to maintain it in some fashion, they would do so. That was the concept. We have not contemplated pursing a wetland bank. It would only be for the shallow area. My estimation is any area inside of that will be open water which the corp. of engineers does not consider wetland.

Mrs. Slater asked if the developer wants to take additional dirt out of there are we obligated to expand this from five acres to anything larger at this point in time.

Mr. Dallaire explained it can be up to 10.

Mrs. Slater asked if they could put in if it does expand you are also going to have to come back and revisit the aeration because right now it's for five acres.

Mr. Dallaire clarified the aeration system is good for up to two acres. So when they propose the next time we will have conditions they will have to come back again.

Attorney Yturbide asked if they have done any signage. If you remove fencing, are you considering some kind of signage?

Mr. Dallaire agreed we will need some signage.

Gardnerville Town Board Meeting December 5, 2017 – 4:30 p.m. Page 5

Vice-Chairwoman Jones suggested not just "no swimming," but "no ice skating." When you get to the landscaping plan, bear in mind how you can create little nooks, meditative spots.

No public comment.

Motion Higuera/Slater to approve a project review application to modify #SIP 00757 on behalf of Heybourne Meadows LLC to expand the previously approved wetland habitat pond from three acres to five acres. The project is located on the town's 30.49 acre open space parcel APN 1320-32-614-002. Motion carried unanimously.

9. For Possible Action: Discussion to approve, approve with modifications or deny the RACESTUDIO scope of work for the concurrent update of the towns' of Gardnerville and Minden Plans for Prosperity over the 2018 year at a combined cost of \$158,700; approving up to \$80,000 from the Town of Gardnerville, (\$32,000 during this Fiscal Year 2017/2018 budget and \$48,000 in next year's 2018/2019 budget) and authorize the town manager to sign the contract with Minden partnering on this update; with public comment prior to board action.

Mr. Dallaire asked if there were any comments on the scope of work.

Ms. Wenner commented at the commissioner's meeting they talked about the citizen's advisory committee but it sounded like they had already picked one.

Mr. Dallaire didn't know of anything they've done. This is just for our area. I can get some money out of the Valley Vision. I think there is about \$40,000 from us.

### No public comment.

Motion Higuera to approve the Race Studios scope of work for the concurrent update of the towns of Gardnerville and Minden Plans for Prosperity over the 2018 year at a combined cost of \$158,700, approving up to \$80,000 from the Town of Gardnerville: \$32,000 during the fiscal year 2017/2018 budget and \$48,000 in next year's 2018/2019 budget, and authorize the town manager to sign the contract with Minden partnering on this update.

Mrs. Jones added with reference to the comments I made when we talked about the boundary line adjustment, I second that. Motion carried unanimously.

# 10. For Possible Action: Discussion and direction to town manager concerning Resolution 2017R-088 (ref. DA 17-028) updating the Douglas County Master Plan, including various proposed changes and additions to Elements relevant to the Town of Gardnerville, currently scheduled on the December 4, 2017 Special Meeting Agenda for adoption by the Board of County Commissioners, with public comment prior to board action.

Mr. Dallaire didn't get the town portion of the land use element in there. If you want to push this off until next month you will have some time to look at it. You had made some adjustments to the housing element. I understand they took what they wanted and left a lot of things out there for us to catch. I went through it again, but the housing element, there are a lot of questions and I can see how the county commissioners were a little upset with this. The county commissioners were having issues with this, but does the board have any major concerns with any of these elements? Do you want more time? They got into a contract with Nevada Rural Housing. They have an agreement and are supposed to be moving forward but the county put it on hold for the master plan. They used some of the data. They added a lot of data to it but apparently it didn't meet the county commissioners' standards or expectations. According to this report, we have 2705 dwelling units, 933 up from 2001. The conversation is do we want to have the lower income housing in the valley? If so, how are they going to do it? They shouldn't be asking under policy 3.1, support developments that include affordable housing and reduce development and building permit fees as well as reduce water and sewer fees. We shouldn't be doing this on the government. Those kinds of policies are questionable. Encourage property owners to rezone parcels as MFR or MUC within the urban service areas of Douglas County. Is it all parcels or just commercial parcels? They did approve the commercial parcel part. I gave you each a plan for the town.

Vice-Chairwoman Jones stated the commissioners didn't talk about Gardnerville.

Mr. Dallaire mentioned they have three more special meetings.

Vice-Chairwoman Jones is in favor of continuing this until next month so when we get to the point where they are talking about Gardnerville we can pop in.

Mr. Dallaire would like to get the comments to them this month if we can. I was hoping you'd have some time to review the elements.

Vice-Chairwoman Jones asked if you have specific elements you want us to go through, you could send that.

Mrs. Slater thought you've done a marvelous job on keeping on top of it. Maybe it would be good if we postponed any decisions until next month, which would give you ample time to go back through this, bring those items to the attention of the board you feel are necessary.

Mr. Dallaire asked if there were any comments on the elements to date.

The board did not have any comments tonight.

### No action taken.

# 11. For Possible Action: Discussion to approve, approve with modifications or deny policy number 21.5 entitled Extra Trash Collection Days; with public comment prior to board action.

Mr. Dallaire had some issues during the extra trash days and couldn't find a policy on what we actually do take for extra trash. Carol put this together and came up with a laundry list that we take or don't take. What kind of service do we want to provide to our customers and how much are we going to be asking of the guys.

Mrs. Slater pointed out we have the facility south of town where residents can take certain things out to be recycled. You need to remember what you are in the business to do. Anything else needs to go out there by the resident.

Mr. Dallaire shared it is not just on extra trash days. We have problems with the apartments. Somebody moves out, furniture gets left. The problem is we are filling our trucks up and we don't have room for all this stuff. We do two extra trash days a year. What kinds of things are you wanting our guys to pick up or expecting them to pick up?

Vice-Chairwoman Jones felt six extra 32 gallon bags. This is a fair measurement as long it's not hazardous waste. I think the six 32-gallon bags weighing not more than 50 pounds is a fair standard.

Mr. Miller felt with the larger furniture we are looking at possibly injuries to our workers and that costs money down the road. I think those should be excluded.

Mrs. Slater noted we are in the business to collect trash, not household goods.

Vice-Chairwoman Jones suggested residents get the extra dumpster for a week if they have more.

Mrs. Slater stated it is the residents' responsibility to properly dispose.

Chairman Miller believed there is quite a list of unacceptable items. I think that is warranted.

Ms. Wenner asked to add lawnmowers to unacceptable.

Chairman Miller added anything with a motor with possible gas in it is a hazard.

Mrs. Slater would like to add paints.

Chairman Miller pointed out you can go to Home Depot and get packets that you pour into the can to harden so it can be dumped properly.

Mrs. Wenner asked if paint is hard you can throw it away?

Chairman Miller answered yes. You can also leave it out to let it harden. No liquids.

Mr. LaCost thought the couches are relatively easy but then there are hide-a-beds. We need to be consistent on what we pick up.

Mr. Dallaire asked if the board liked the six bag maximum.

Board agreed.

Mr. Dallaire mentioned the extra leaf bags we give out are getting low.

Mrs. Slater's neighbor had 14 bags. That only took care of maybe 2/3rds of his back yard.

Mr. LaCost mentioned there are some super users that have 50, 60, 70 bags.

Mrs. Slater shared the alternative is to tell them to take it to the town facility. Is that creating additional work for the men to tell the residents to take it there rather than limit the leaf bags?

Mr. Dallaire felt the orange bags are an easier way to know they have been into the office, and the customer has been told that no garbage should go in the bags. If they throw out black bags we don't know what is in it. We will need to order more bags. Are there any other things that you think we should add or should remove from the list?

Vice-Chairwoman Jones suggested furniture exceeding 50 pounds in weight.

Mr. Dallaire will bring it back next month with the revisions. We will add furniture weighing 50 pounds or more.

# 12. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2017.

Attorney Yturbide reported other than the typical review and attending meetings I worked with Tom on some public works projects and discussions related to those. We were just going over a Southwest Gas & NDOT agreement for the change in utilities for Kingslane. There was some research related to disclosure statements. I just received a letter from the county auditors. They are doing an audit of financial statements. They want me to respond to a letter by Friday to the auditors. Essentially they want to know if we have any litigation pending since June or any threatened litigation. I discussed with both Tom and Carol and sent them copies of that letter. I don't think we have any. It has to be something over \$20,000 for an individual claim. But I can talk with Tom about that and get it out by Friday. Other than that there hasn't been much more.

## 13. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for November 2017.

Mr. Dallaire asked if they had any questions.

Chairman Miller suggested on item F, sidewalk at the French, rather than getting with the bars, I think we need to get with the local businesses on this project instead of listing it as bars. What do you have on the curb?

Mr. Dallaire reported I contacted Kevin Verre. Kingslane was submitted to the NDOT office in Reno. We have been working with Carson for the last eight years. We sent to get our temporary permit from the NDOT office in Reno. It came back with 4½ pages of comments. I sent it to Kevin and Lee Bonner. Dean Morton called me back after that. Kevin got on Dean to be a little more responsive. So he has offered to take that project over and do it as an NDOT project. But it would be on their schedule. He wanted to do the project summer of 2018. That is in the middle of the irrigation season. The downstream users aren't going to allow that. That's the only way they can get water. You have to build it now or next winter. He wanted to make the project smaller by moving the crosswalk portion back to the

crosswalks project and wouldn't do the irrigation improvements now. So I have Lumos revising the plans. We are looking at trying to reduce that. The lighting is an issue. That was a requirement from NDOT. We changed it and added a pipe. The project needs to be under \$250,000. Kingslane wants to do a new sign out front that they want to provide. Kevin and I haven't actually talked. The nature trail improvements Zack started yesterday. They are putting in the ramps and next week they will put up the structures and then I will have him work on the trail after that. We should be done by the end of the month. I have a meeting with the grant administrator tomorrow and I will go over where we are with that project. I am hoping to do the signage instead of the parking area. We are on track to get that done.

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

Ms. Wenner reported Brian Fitzgerald didn't have a lot to update other than to make sure everyone knows the CV Arts Council has a web page. They would like you all to be friends on Facebook with them. They have a calendar of events going on. They have a gingerbread house decorating contest coming up.

Mrs. Slater reported Nevada League of Cities had a teleconference in November. I was unable to attend. The issue is still the regulations that the Department of Taxation will use to govern the tax collected from the sale of marijuana and distribution. The deadlines were extended for input from all parties. There is another teleconference coming up. I believe it's in a week. The regulations at this point in time do not have any bearing on Douglas County or the town of Gardnerville.

Mr. Higuera reported Main Street Gardnerville is the first in Nevada to be in the Main Street Nevada program. National Main Street will be in town for training sessions for two days in January. Debbi has a schedule if you want to meet these folks. You are also invited to any of the training sessions. Main Street Gardnerville's membership is up again. It's at 57 right now. And Shop Small went very well. They had 25 participants.

Chairman Miller mentioned Peter Wallisch has left the state director position.

Mr. Dallaire advised Jean Barrett is taking over. Main Street is in the GOED office.

# 15. For Possible Action: Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2018.

a. Election of Gardnerville Town Board Chairman for the 2018 calendar year; with public comment prior to Board action.

### Motion Slater/Higuera to appoint Cassandra Jones as chairman.

Mrs. Jones reminded everyone she is running in the election. There is no ethical conflict for me to be chairman while running. I am prepared so I am honored and ready to take on the responsibility.

No public comment.

### Upon call for the vote, motion carried.

b. Election of Gardnerville Town Board Vice-Chairman for the 2018 calendar year; with public comment prior to Board action.

### Motion Higuera/Wenner to nominate Linda Slater for Vice-Chairman.

Mrs. Slater would love it.

No public comment.

### Upon call for the vote, motion carried.

### 2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

Heidi Saucedo asked if Mrs. Jones was a nay vote on the Chase Bank.

Vice-Chairwoman Jones answered no, I was not. I did vote yeah on that one.

Mr. Dallaire presented Chairman Miller with a gold gavel for his year as chairman.

Chairman Miller has enjoyed this year. It's just part of the fun of being on this board.

Mr. Higuera received an email, the advisory boards are doing something different, rather than having people turn in a piece of paper and making the picks, they are going to interview everybody and appoint on Monday January 8, Tuesday, January 9 and Wednesday, January 10 between 6 -8 pm.

No further public comment.

Christmas potluck December 15<sup>th</sup>.

Meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Cassandra Jones, Chairwoman

Tom Dallaire, Town Manager

# **Gardnerville Town Board AGENDA ACTION SHEET**



- 1. For Possible Action: Correspondence 2. Recommended Motion: Receive and file Funds Available: 
  Yes ⊡ N/A 3. Department: Administration Prepared by: **Tom Dallaire** 4. Meeting Date: January 2, 2018 Time Requested: N/A 5. Agenda: <sup>™</sup>Consent **Administrative** 6. Background Information: See attached. 7. Other Agency Review of Action: Douglas County **⊠ N/A** 8. Board Action: □ Approved
  - □ Denied
- □ Approved with Modifications
- □ Continued

You take Videos Agonda 21 EXPERINED full Version" STOP AGENDA 21 (Tom Deweese - Details) Iron Mountain Explaining o' d Aronda Zi Silest world war III stralegy started about 1950, Organizing 4+ about 1982 Implementing it in 2000- USA and around the World Infiltrating all OUN governments at gll levels - And Scheel systems

Don't be fooled Bur Resionslization foday is the Russ Unelected Councils Sustainable Development is Arenda z Public Private Parmerships 13 Fase isvy All Unconstitutiona

### **Gardnerville Town Board**

### AGENDA ACTION SHEET



- 1. <u>For Possible Action:</u> Approve Health and Sanitation & Public Works Departments Monthly Report of activities
- 2. Recommended Motion: Approve as submitted Funds Available: □ Yes □ N/A
- 3. Department: Administration Prepared by: Carol Louthan
- 4. Meeting Date: January 2, 2018
- 5. Time Requested: N/A
- 6. Agenda: Consent **Administrative**

### 7. Background Information:

**Trash** (November landfill figures)

Residential Accounts	1789								
Commercial Accounts	231								
Green Waste Accounts	1381								
Recycling Accounts	0								
Cleanup Dumpsters	5								
X cans	344								
# of new residential	4 accts transferred to new								
accounts	owners								
# of new commercial	0								
accounts									
Minimum User Accounts	29								
Total tons of trash	381.28								
Total tons of Greenwaste	40.58								

Total Amount	\$7,106.50
Total CC transactions	71
Visa	\$4811.07
Mastercard	\$ 794.50
Am Ex & Discvr	\$ 0
Terminal	\$ 454.43
E checks	\$ 1046.50

**Credit Cards** (November figures)

8. Other Agency Review of Action: Douglas County

⊠N/A

9. Board Action:

□ Approved

 $\square$  Approved with Modifications

# Gardnerville Town Board AGENDA ACTION SHEET



- For Possible Action: Approve December 2017 claims.
   Recommended Motion: Approve as submitted Funds Available: Yes N/A
   Department: Administration Prepared by: Carol Louthan
   Meeting Date: January 2, 2018 Time Requested: N/A
   Agenda: Consent Administrative
   Background Information: See attached.
   Other Agency Review of Action: Douglas County N/A
   Board Action:
  - $\square$  Approved  $\square$  Approved with Modifications
  - Denied
    Continued

DOUGLIGS COUNTY	r R		Account	s Payab	le by 0	G/L Di	counts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>Report</b> 7 - 12/31/17
Vendor	Invoice No.	Invoice Description	Status Hel	Held Reason Invoice D	Invoice Date Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin								
Account JLU-LEU - BOARD COMpensation 4288 - Higuera Lloyd W 12/17 BOARD	compensation 12/17 BOARD	G'VILLE	Paid by Check	11/30/2017	17 12/08/2017	12/08/2017	12/08/2017	250.00
24008 - Jones Cassandra Esq	12/17 BOARD	GVILLE	# 0/1000 Paid by Check	11/30/2017	17 12/08/2017	12/08/2017	12/08/2017	250.00
28960 - Miller Kenneth	12/17 BOARD	GVILLE	# 0/10// Paid by Check	11/30/2017	17 12/08/2017	12/08/2017	12/08/2017	275.00
2969 - Slater Linda	12-17 BOARD		# 0/1093 Paid by Check	11/30/2017	17 12/08/2017	12/08/2017	12/08/2017	250.00
8364 - Wenner Mary	12-17 BOARD	GARDNERVILLE TOWN OF CADDNEDVILLE	# 0/1149 Paid by Check # 671106	11/30/2017	17 12/08/2017	12/08/2017	12/08/2017	250.00
A 2004 POR PARA	المدالم مالا غراد	GANDINENVILLE	# 0/1100 Account 51	Account 510.150 - Board Compensation Totals	pensation Totals	Invoio	Invoice Transactions 5	\$1,275.00
20219 - NV ST Public Employees 12-17	Ket. Medical 12-17 DDFMTIMC	731	Paid by Check	12/01/2017	17 12/15/2017	12/15/2017	12/15/2017	9.68
	PKEIVILUNS			Account 511.201 - PEBS-Ret.Medical Totals	et.Medical Totals	Invoio	Invoice Transactions 1	\$9.68
Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 1	one Expense 782-7134 11/17	e Expense 782-7134 11/17 775-782-7134-050279-	Paid by Check	11/16/2017	17 12/08/2017	12/08/2017	12/08/2017	108.50
29103 - Frontier	782-3856 11/17	782-3856 11/17 775-782-3856-080802-	# 6/1043 Paid by Check	11/16/2017	17 12/08/2017	12/08/2017	12/08/2017	54.47
13097 - Verizon Wireless	9797290897	2 842011146-00001	# 0/1045 Paid by Check # 671084	12/01/2017	17 12/22/2017	12/22/2017	12/22/2017	325.99
			# 0/ 1901 Account 5	Account 520.055 - Telephone Expense Totals	e Expense Totals	Invoia	Invoice Transactions 3	\$488.96
Account 520.064 - Travel 23632 - Clark Ryan	11/13-11/14/17 MILEAGE	MILEAGE	Paid by Check	11/14/2017	17 12/01/2017	12/01/2017	12/01/2017	46.55
12997 - Do Co Procurement Program	10-17	GVILLE	# 6/0/18 Paid by Check	10/27/2017	17 12/01/2017	12/01/2017	12/01/2017	123.69
12997 - Do Co Procurement Program	UALLAIKE 10-17 SLATER		# 0/0/30 Paid by Check # 670736	10/27/2017	17 12/01/2017	12/01/2017	12/01/2017	236.97
12997 - Do Co Procurement Program	10-17	GVILLE	# 0/0/30 Paid by Check	10/27/2017	17 12/01/2017	12/01/2017	12/01/2017	681.93
27069 - Thompson Steven C	11-14/11-15-17	MILEAGE DETMRI IDSEMENIT	# o/u/30 Paid by Check # 670880	11/15/2017	17 12/01/2017	12/01/2017	12/01/2017	96.30
			1000 /0 ±	Account 520.06	Account 520.064 - Travel Totals	Invoic	Invoice Transactions 5	\$1,185.44
Account > ZU.U/2 - Adverdising 22633 - Sierra Nevada Media Group 11	Ising 56745- 11202017	1057644	Paid by Check # 671013	11/30/2017	17 12/22/2017	12/22/2017	12/22/2017	346.50
12	/1020011			Account 520.072 - Advertising Totals	Ivertising Totals	Invoice	Invoice Transactions 1	\$346.50

Page 1 of 13

			Accour	nts Payabl	e by G	counts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>Jtion R</b> Je 12/01/17	- 12/31/17
Vendor	Invoice No.	Invoice Description	Status	Held Reason Invoice Date Due Date	Due Date	G/L Date Received Date Payment Date		Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin			,					
2924 - NV Energy	2856009 11-17	2856009	Paid by Check	11/22/2017	12/08/2017	12/08/2017	12/08/2017	188.17
			# 6/1110	Account 520.089 - Power Totals	Power Totals	Invoice Transactions 1	1 	\$188.17
Account 520.092 - Heating 3021 - Southwest Gas-Las Vegas	g 0015779022 11	2410015779022	Paid by Check	11/14/2017	12/01/2017	12/01/2017	12/01/2017	51.33
3021 - Southwest Gas-Las Vegas	-17 1072224004 11	2411072224004	# 6/08/1 Paid by Check	11/14/2017	12/01/2017	12/01/2017	12/01/2017	55.70
3021 - Southwest Gas-Las Vegas	-17 1188600002 11	2411188600002	# 6/08/1 Paid by Check	11/14/2017	12/01/2017	12/01/2017	12/01/2017	32.21
	-17		# 6/08/1	Account 520.092 - Heating Totals	leating Totals	Invoice Transactions	۳ ۳	\$139.24
Account 520.097 - Maint B&G 29573 - Clean Air Systems 1.	B&G 177101	GVILLE	Paid by Check	11/17/2017	12/08/2017	12/08/2017	12/08/2017	127.50
13485 - Ahern Rentals Inc	18345289-2	205304	# 6/0999 Paid by Check	11/21/2017	12/15/2017	12/15/2017	12/15/2017	137.55
			# 0/17NZ	Account 520.097 - Maint B&G Totals	nt B&G Totals	Invoice Transactions 2	2	\$265.05
Account <b>520.136 - Rents &amp; Leases Equipment</b> 4753 - Ricoh USA Inc 99709614 14	& Leases Equipm 99709614	ent 1481234-3433221	Paid by Check	11/10/2017	12/01/2017	12/01/2017	12/01/2017	165.41
4753 - Ricoh USA Inc	5051423993	16769392	# 670834 Paid by Check	12/01/2017	12/22/2017	12/22/2017	12/22/2017	149.47
			# 6/1894 Account 520.	6/1894 Account 520.136 - Rents & Leases Equipment Totals	ipment Totals	Invoice Transactions	-	\$314.88
Account 520.187 - Internet Expense 12997 - Do Co Procurement Program 10-17	let Expense 10-17	GVILLE	Paid by Check	10/27/2017	12/01/2017	12/01/2017	12/01/2017	64.99
32036 - Spectrum Business	LOUTHAN 0012509 12/17	8354110060012509	# 6/0/36 Paid by Check	12/02/2017	12/22/2017	12/22/2017	12/22/2017	64.99
32036 - Spectrum Business	0598044 12/17	8354110060598044	# 6/1934 Paid by Check	11/28/2017	12/22/2017	12/22/2017	12/22/2017	44.99
			# 0/1955 Acc	Account 520.187 - Internet Expense Totals	xpense Totals	Invoice Transactions	۳ ۲	\$174.97
Account 520.200 - Training & Education 12997 - Do Co Procurement Program	ng & Education 11-17	GVILLE	Paid by Check	11/27/2017	12/22/2017	12/22/2017	12/22/2017	25.00
	DALLAIKE		# 0/T/62 Accoun	Account 520.200 - Training & Education Totals	ucation Totals	Invoice Transactions 1	1	\$25.00
Account 521.130 - Legal Services 12372 - Jennifer Yturbide Law PC Corp 338	Services 338	GVILLE	Paid by Check	11/20/2017	12/01/2017	12/01/2017	12/01/2017	3,680.00
			0/10/0 #	Account 521.130 - Legal Services Totals	ervices Totals	Invoice Transactions 1	-	\$3,680.00

Page 2 of 13

7.	COUNTY
	DOUGLAS

# Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason Invoice Date Due Date	Invoice Date	Due Date	G/L Date	Received Date Payment Date Invoice Amount	nent Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin	e									
Account 532.056 - Subscriptions	D.									
12997 - Do Co Procurement Program	10-17 DALLAIRE	GVILLE	Paid by Check # 670736		10/27/2017	12/01/201/	/107/10/21	12/0	/107/10/71	123.50
12997 - Do Co Procurement Program	11-17 DALLATRE	GVILLE	Paid by Check # 671782		11/27/2017	12/22/2017	12/22/2017	12/2	12/22/2017	123.50
31463 - SeamlessDocs Inc	1845	TOWN OF	Paid by Check # 671906		11/01/2017 12/22/2017	12/22/2017	12/22/2017	12/2	12/22/2017	2,450.00
				Account 532.0	Account 532.056 - Subscriptions Totals	itions Totals	Invo	Invoice Transactions 3		\$2,697.00
Account 533.800 - Office Supplies	Supplies									
12997 - Do Co Procurement Program	10-17 LOUTHAN	GVILLE	Paid by Check # 670736		10/27/2017	10/27/2017 12/01/2017	12/01/2017	12/0	12/01/2017	95.31
12997 - Do Co Procurement Program	11-17 NICHOL CON	TOWN OF	Paid by Check		11/27/2017	11/27/2017 12/22/2017 12/22/2017	12/22/2017	12/2	12/22/2017	17.75
12997 - Do Co Procurement Program	11-17 TUTHILL	GARDINERVILLE TOWN OF GARDNERVILLE	# 0/1/02 Paid by Check # 671782		11/27/2017	12/22/2017	12/22/2017	12/2	12/22/2017	10.00
12997 - Do Co Procurement Program	11-17 I OI ITHAN	GVILLE	Paid by Check # 671782		11/27/2017 12/22/2017	12/22/2017	12/22/2017	12/2	12/22/2017	137.06
				Account 533.800 - Office Supplies Totals	0 - Office Sul	oplies Totals	Invo	Invoice Transactions 4		\$260.12
Account 533.806 - Software	are									01 20
16648 - E Squared C Inc	44232	GVILLE	Paid by Check # 671265		/107/10/71	/107/51/21 /107/10/21	102/61/21	1/71	/T07/CT/7T	DC-75
			Dep	Account 533.806 - Software Totals Department 921 - Gardnerville Admin Totals	Account 533.806 - Software Totals ht 921 - Gardnerville Admin Totals	cware Totals Idmin Totals	Invo Invo	Invoice Transactions 1 Invoice Transactions 36	I	\$37.50 \$11,087.51

Run by Carol Louthan on 12/28/2017 08:35:37 AM

Page 3 of 13

tion	12/01/
stribu	Jate Range
D	G/L D
5	
by	
Payable	
Accounts	





Vendor	Invoice No.	Invoice Description	Status	Held Reason Invoic	Invoice Date Du	Due Date	G/L Date	Received Date Pa	Payment Date	Invoice Amount
Fund <b>610 - Gardnerville Town</b> Department 923 - Parks & Recreation Account 520.084 - Replacement & Repair	ement & Repair									
12198 - O'Reilly Automotive Inc	3530-154233	1075650	Paid by Check # 671375	10/30/2017		12/15/2017	12/15/2017	11	12/15/2017	310.00
17081 - CAD Pest Control Service Inc	505438	GVILLE	# 0,1273 Paid by Check # 671748	12/06/2017		12/22/2017	12/22/2017	11	12/22/2017	8,187.25
			Account	Account 520.084 - Replacement & Repair Totals	ent & Repa	air Totals	Invoi	Invoice Transactions 2	I	\$8,497.25
Account 520.089 - Power 2924 - NV Energy	791804 11-17	791804	Paid by Check	11/23/2017		12/08/2017	12/08/2017	1	12/08/2017	503.83
			TTTT /0 #	Account 520.089 - Power Totals	089 - Pow	er Totals	Invoi	Invoice Transactions 1	l	\$503.83
Account 520.090 - Water 2153 - Minden Town of	1862-01 11/17	1862-01	Paid by Check	11/29/2017		12/15/2017	12/15/2017	1	12/15/2017	24.05
			TCCT /0 #	Account 520.090 - Water Totals	.090 - Wat	er Totals	Invoi	Invoice Transactions 1	I	\$24.05
Account 533.817 - Small Projects	rojects						6			
2549 - Dallaire Tom-Petty Cash	11-17 GVILLE 2	PETTY CASH	Paid by Check # 670738	11/15/2017		12/01/2017	12/01/2017	1	12/01/2017	25.00
31630 - Sierra Event Rentals LLC	1900	TOWN OF GARDNFRVIIIF	# 671143	11/15/2017		12/08/2017	12/08/2017	Ħ	12/08/2017	296.25
13485 - Ahern Rentals Inc	18375888-1	205304	Paid by Check	11/28/2017		12/15/2017	12/15/2017	7	12/15/2017	80.00
13485 - Ahern Rentals Inc	18376298-1	205304	# 0/ 1202 Paid by Check # 671202	11/28/2017		12/15/2017	12/15/2017	H	12/15/2017	48.00
13485 - Ahern Rentals Inc	18378874-1	205304	# 0/ 1202 Paid by Check # 671202	11/29/2017		12/15/2017	12/15/2017	1	12/15/2017	701.50
11558 - Costco-Comptroller	7237 11/17 C'VTI	7003731100017237	# 0/1202 Paid by Check # 671248	11/28/2017		12/15/2017	12/15/2017	1	12/15/2017	21.49
74 - Jay Aldrich Photographer	2267	GVILLE	# 0,12.10 Paid by Check # 671311	12/05/2017		12/15/2017	12/15/2017	н	12/15/2017	250.00
2121 - Meeks Lumber	1064072	06G1570	# 671348	11/20/2017		12/15/2017	12/15/2017	7	12/15/2017	2.37
2121 - Meeks Lumber	1064652	06G1570	# 671348	11/22/2017		12/15/2017	12/15/2017	7	12/15/2017	114.03
20482 - Brick Markers Inc	45869	<b>GVILLE</b>	Paid by Check # 671744	12/07/2017		12/22/2017	12/22/2017	Ħ	12/22/2017	50.00
12997 - Do Co Procurement Program	11-17 LACOST	GVILLE	# 671782	11/27/2017		12/22/2017	12/22/2017	Ħ	12/22/2017	473.39
12997 - Do Co Procurement Program	11-17 I OI ITHAN	GVILLE	# 671782	11/27/2017		12/22/2017	12/22/2017	н.	12/22/2017	1,229.00
14747 - Home Depot (Gville)	5024939	6035322502697513	# 671814	11/24/2017		12/22/2017	12/22/2017	1	12/22/2017	226.07
				Account 533.817 - Small Projects Totals Department 923 - Parks & Recreation Totals	nall Projec & Recreati	tts Totals om Totals	Invoi Invoi	Invoice Transactions 13 Invoice Transactions 17	~ ~	\$3,517.10 \$12,542.23

Page 4 of 13

DUCCLAS STORY PARCES	1		Accoul	nts Pa	yable	by G	i <b>/L Dis</b> G/L Da	counts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	01/17 - 12/3	<b>1</b> /17
Vendor	Invoice No.	Invoice Description	Status	Held Reason I	Invoice Date Due Date	Due Date	G/L Date Rec	Received Date Payment Date	t Date Invoice Amount	mount
Fund <b>610 - Gardnerville Town</b> Department <b>926 - Other Public Works</b> Account <b>520.084 - Replacement &amp; Repair</b>	s ement & Repair									
12997 - Do Co Procurement Program	11-17 LACOST	GVILLE	Paid by Check		11/27/2017	12/22/2017	12/22/2017	12/22/2017		399.00
14747 - Home Depot (Gville)	2251423	6035322502697513	# 0/1/02 Paid by Check # 671814		11/17/2017	12/22/2017	12/22/2017	12/22/2017		58.77
			Account	Account 520.084 - Replacement & Repair Totals	icement & R	epair Totals	Invoice T	Invoice Transactions 2	\$	\$457.77
Account 520.095 - Street Lights 2924 - NV Energy 2856	Lights 2856036 11-17	2856036	Paid by Check	1	11/22/2017	12/08/2017	12/08/2017	12/08/2017		6,433.92
2924 - NV Energy	791804 11=17	791804	Paid by Check	п	11/29/2017	12/15/2017	12/15/2017	12/15/2017	017	37.79
		3	COCT /0 #	Account 520.095 - Street Lights Totals	95 - Street L	ights Totals	Invoice T	Invoice Transactions 2	\$6,	\$6,471.71
Account 520.103 - Maint Road 12997 - Do Co Procurement Program 10	Road 10-17	GVILLE	Paid by Check		10/27/2017	12/01/2017	12/01/2017	12/01/2017		564.80
2510 - Parts House	LOUTHAN 771441	004170	# 670736 Paid by Check	ſ	11/06/2017	12/08/2017	12/08/2017	12/08/2017	017	7.44
13485 - Ahern Rentals Inc	18351988-1	205304	# b/1122 Paid by Check	-	11/20/2017	12/15/2017	12/15/2017	12/15/2017	017	29.99
9081 - Genoa Trees & Landscape Inc	6459	GVILLE	# 6/1202 Paid by Check		11/01/2017	12/15/2017	12/15/2017	12/15/2017		366.00
2121 - Meeks Lumber	1065268	06G1570	# 0/1209 Paid by Check		11/29/2017	12/15/2017	12/15/2017	12/15/2017	017	37.98
17081 - CAD Pest Control Service Inc	505438	GVILLE	# 0/1348 Paid by Check	-	12/06/2017	12/22/2017	12/22/2017	12/22/2017		416.75
14747 - Home Depot (Gville)	2251423	6035322502697513	# 0/1/48 Paid by Check # 67101/		11/17/2017	12/22/2017	12/22/2017	12/22/2017		110.49
			LTOT /0 #	Account 520.103 - Maint Road Totals	103 - Maint	Road Totals	Invoice T	Invoice Transactions 7	\$1,	\$1,533.45
Account 520.155 - Licensing 12997 - Do Co Procurement Program	ing 11-17 TUTHILL		Paid by Check		11/27/2017	12/22/2017	12/22/2017	12/22/2017	017	29.25
		GAKIJINEKVILLE	70/1/0 #	Account 52	Account 520.155 - Licensing Totals	nsing Totals	Invoice T	Invoice Transactions 1		\$29.25
Account 520.170 - Memberships 6945 - American Society Of Civil 1043	erships 1043822402	308860	Paid by Check	U	09/05/2017	12/15/2017	12/15/2017	12/15/2017		272.00
6631 - International Slurry Surfacing	30000224	GVILLE	# 0/1208 Paid by Check		11/06/2017	12/15/2017	12/15/2017	12/15/2017		100.00
			00CT/0 #	Account 520.170 - Memberships Totals	70 - Member	ships Totals	Invoice T	Invoice Transactions 2	\$	\$372.00
Account 520.200 - Iraining & Education 12997 - Do Co Procurement Program 10-17	ig & Education 10-17	GVILLE	Paid by Check		10/27/2017	12/01/2017	12/01/2017	12/01/2017		550.00
	LOUIHAN		# 0/0/30 Accoun	Account 520.200 - Training & Education Totals	ning & Educ	ation Totals	Invoice T	Invoice Transactions 1	\$	\$550.00

Page 5 of 13

71	COUNTY	GREAT PLACES
	DOUGLAS	GREAT PEOPLE .

# Accounts Payable by G/L Distribution Report

G/L Date Range 12/01/17 - 12/31/17

Received Date Payment Date Invoice Amount

462.50

12/22/2017

\$462.50

409.63 280.04

12/08/2017 12/22/2017 177.46

12/01/2017 12/08/2017 12/08/2017 12/08/2017 12/08/2017

\$689.67

4.39 4.39 4.39 4.39

Received Date Paym		12/22 actions 1		12/08	12/22	actions 2	12/01	12/08	12/08	12/08	12/08	actions 5		12/01	actions 1	12.65	61/21	actions 1		10/71	12/01	12/15	•	12/22	12/22	
Received	г	J vioico Tranci		2	7	Invoice Transactions	7		2	7	7	Invoice Transactions		2	Invoice Transactions 1	1		Invoice Transactions		1	7	7		2	7	
G/L Date		/T07/77/71	H	12/08/2017	12/22/2017	Π	12/01/2017	12/08/2017	12/08/2017	12/08/2017	12/08/2017	II		12/01/2017	IJ		12/15/201/	II		/107/10/71	12/01/2017	12/15/2017		12/22/2017	12/22/2017	
Due Date		12/22/2017	eening lotais	12/08/2017	12/22/2017	🗞 Oil Totals	12/01/2017	12/08/2017	12/08/2017	12/08/2017	12/08/2017	forms Totals		12/01/2017	otions Totals		12/15/2017	nance Totals		12/01/201/	12/01/2017	12/15/2017		12/22/2017	12/22/2017	
Invoice Date		11/30/201/ 200 E-rind	Account >21.200 - Engineering Totals	11/15/2017	11/30/2017	Account 532.003 - Gas & Oil Totals	11/11/2017	11/07/2017	11/14/2017	11/21/2017	11/28/2017	Account 532.028 - Uniforms Totals		10/27/2017	156 - Subscrij		11/06/2017	r and Mainte		10/2//201/	10/27/2017	11/16/2017		11/27/2017	12/11/2017	
Held Reason Invoice Date			Account 222			Account 5						Account 5			Account 532.056 - Subscriptions Totals			- Major Repai								
Status		# 671796		Paid by Check # 671037	Paid by Check # 671803		Paid by Check # 670917	Paid by Check # 670959	0		Paid by Check # 670736			Paid by Check # 671392	Account 532.118 - Major Repair and Maintenance Totals		Paid by Check # 670736	Paid by Check	# 0/0/30 Paid by Check	# 671335	Paid by Check	Paid by Check	# 671798			
Invoice Description		R4421-1324		8308	8308		109-103	000330	000330	000330	000330			TOWN OF GARDNERVILLE		enance	TOWN OF GARDNERVILLE			GVILLE	GVILLE	8939.001		GVILLE	NVMIN0011	
Invoice No.	ring	6616		CFS1516804	CFS1525072	v	55276-109	LREN1308929	LREN1310911	LREN1312894	LREN1314887		itions	10-17 NICHOLSON		epair and Maint	40057		Projects	10-17 DALLAIRE	10-17	95663		11-17 DALLATDE	NVMIN67713	
Vendor	Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 521.200 - Engineering	24984 - Farr West Engineering Inc	Account <b>532.003 - Gas &amp; Oil</b>	3814 - Flyers Energy LLC	3814 - Flyers Energy LLC	Account 532 028 - Ilniforms	10314 - Work World Inc	5785 - Alsco Inc	5785 - Alsco Inc	5785 - Alsco Inc	5785 - Alsco Inc		Account 532.056 - Subscriptions	12997 - Do Co Procurement Program		Account 532.118 - Major Repair and Maintenance	5189 - R O Anderson Engineering Inc		Account 562.000 - Capital Projects	12997 - Do Co Procurement Program	12997 - Do Co Procurement Program	2012 - Lumos and Associates Inc		12997 - Do Co Procurement Program	18821 - Fastenal Industrial	

870.00

12/15/2017

\$870.00

\$195.02

375.00 \$375.00

12/01/2017

2,861.00

12/01/2017 12/01/2017 12/15/2017 12/22/2017 12/22/2017

799.96 399.00 100.00 314.19

Run by Carol Louthan on 12/28/2017 08:35:37 AM

Page 6 of 13

# SREAT PEOPLE & GREAT PLACES COUNT

# Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17

Vendor	Invoice No.	Invoice No. Invoice Description Status	Status	Held Reason	Invoice Date	Due Date	G/L Date Re	Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	Invoice Amount
Fund 610 - Gardnerville Town									
Department 926 - Other Public Works	Ø								
Account 562.000 - Capital Projects	I Projects					3			
14747 - Home Depot (Gville)	2251421	6035322502697513	Paid by Check		11/17/2017	11/17/2017 12/22/2017 12/22/2017	12/22/2017	12/22/2017	(15.00)
E100 D.O.Andorron Engineering Inc.	*0101		# 6/1814 Edit		7100/20/11	710C/6C/C1 * 710C/6C/C1 / 10C/2C/11	7100/00/01		14 580 00
	.76104	GARDNERVII I F	CUIL		1102/12/11	1107 107 171	1107 67 51		00-000/1 -
				Account 562.000 - Capital Projects Totals	0 - Capital Pro	jects Totals	Invoice	Invoice Transactions 7	\$19,039.15
			Det	Department 926 - Other Public Works Totals	Other Public V	Vorks Totals	Invoice	Invoice Transactions 32	\$31,045.52
				Fund 610 -	Fund 610 - Gardnerville Town Totals	<b>Fown</b> Totals	Invoice	Invoice Transactions 85	\$54,675.26

DUCINS TOURING TARAT PLACES			Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	ayable	e by G	<b>i/L Distril</b> G/L Date Ra	Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>Report</b> 7 - 12/31/17
Vendor	Invoice No.	Invoice Description	Status Held Reason	Invoice Date	Due Date	G/L Date Received D	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Acrount 510 150 - Board Commensation	n Commensation							
4288 - Higuera Lloyd W	12/17 BOARD	G'VILLE	Paid by Check	11/30/2017	12/08/2017	12/08/2017	12/08/2017	250.00
24008 - Jones Cassandra Esq	12/17 BOARD	GVILLE	# 6/1060 Paid by Check	11/30/2017	12/08/2017	12/08/2017	12/08/2017	250.00
28960 - Miller Kenneth	12/17 BOARD	GVILLE	# 6/10// Paid by Check	11/30/2017	12/08/2017	12/08/2017	12/08/2017	275.00
2969 - Slater Linda	12-17 BOARD	TOWN OF	# 6/1093 Paid by Check	11/30/2017	12/08/2017	12/08/2017	12/08/2017	250.00
8364 - Wenner Mary	12-17 BOARD	GAKDNEKVILLE TOWN OF	# 6/1149 Paid by Check	11/30/2017	12/08/2017	12/08/2017	12/08/2017	250.00
		GAKUNEKVILLE	# 0/1180 Account 510.150 - Board Compensation Totals	soard Compen	sation Totals	Invoice Transactions	ions 5	\$1,275.00
Account <b>516.120 - Contract Salaries</b> 21697 - Blue Ribbon Personnel Services 47687	ict Salaries 47687	653202	Paid by Check	11/17/2017	12/01/2017	12/01/2017	12/01/2017	689.13
21697 - Blue Ribbon Personnel Services	47822	653202	# 6/0694 Paid by Check	11/24/2017	12/08/2017	12/08/2017	12/08/2017	555.00
21697 - Blue Ribbon Personnel Services	48057	653202	# 6/0980 Paid by Check	12/08/2017	12/22/2017	12/22/2017	12/22/2017	397.75
21697 - Blue Ribbon Personnel Services 21697 - Blue Ribbon Personnel Services	48176 48296	653202 653202	# 6/1/41 Edit Edit	12/15/2017 12/22/2017	12/29/2017 12/29/2017	12/29/2017 12/29/2017		670.63 693.75 42 005 75
			Account 516.120	0 - Contract Salaries Totals	llaries Totals	Invoice lransactions	c suoi	\$3,000.20
Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 1	ione Expense 782-7134 11/17	775-782-7134-050279- E	Paid by Check	11/16/2017	12/08/2017	12/08/2017	12/08/2017	108.50
29103 - Frontier	782-3856 11/17	775-782-3856-080802-	Paid by Check	11/16/2017	12/0 <mark>8</mark> /2017	12/08/2017	12/08/2017	54.47
13097 - Verizon Wireless	9797290897	5 842011146-00001	# 0/1043 Paid by Check # 671984	12/01/2017	12/22/2017	12/22/2017	12/22/2017	326.00
			Account 520.055 - Telephone Expense Totals	· Telephone Ex	pense Totals	Invoice Transactions	ions 3	\$488.97
Account <b>520.08</b> 4 - Replacement & Repair 271 - Carson Valley Signs 2422	cement & Repair 2422	GVILLE	Paid by Check	11/10/2017	12/01/2017	12/01/2017	12/01/2017	1,175.00
138 - Guided Truck & Equipment	G11313	GVILLE	# 0/0/ 11 Paid by Check # 670763	11/02/2017	12/01/2017	12/01/2017	12/01/2017	1,190.71
138 - Guided Truck & Equipment	G11339	GVILLE	# 0/0/02 Paid by Check # 670763	11/14/2017	12/01/2017	12/01/2017	12/01/2017	52.50
138 - Guided Truck & Equipment	G11336	GVILLE	# 0/0/02 Paid by Check	11/15/2017	12/01/2017	12/01/2017	12/01/2017	498.75
138 - Guided Truck & Equipment	G11359	GVILLE	# 0/0/02 Paid by Check # 670763	11/21/2017	12/01/2017	12/01/2017	12/01/2017	2,250.02
13485 - Ahern Rentals Inc	18339713-1	205304	# 0/0/02 Paid by Check # 671202	11/16/2017	12/15/2017	12/15/2017	12/15/2017	20.98

Page 8 of 13

			Accounts Pa	ayable	by G	i/LD	counts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>r -</b> 12/31/17
Vendor	Invoice No.	Invoice Description	Status Held Reason	Invoice Date Due Date	Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation	c							
Account 520.084 - Replacement & Repair 7100 - Amren Inc	cement & Repair 307179	GARD50	Paid by Check	11/17/2017	12/15/2017	12/15/2017	12/15/2017	1,339.69
			# 671211					16.00
16156 - Howell's Lock & Safe (Michael)	2537	GVILLE	Paid by Check # 671305	11/28/201/	/107/ς1/71	/102/51/21	/107/c1/71	TP.UU
12198 - O'Reilly Automotive Inc	3530-154723	1075650	Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	13.98
12198 - O'Reilly Automotive Inc	3530-154756	1075650	Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	4.49
12198 - O'Reilly Automotive Inc	3530-154758	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	4.49
12198 - O'Reilly Automotive Inc	3530-154776	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	13.98
12198 - O'Reilly Automotive Inc	3530-154781	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	16.98
12198 - O'Reilly Automotive Inc	3530-154782	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	2.32
12198 - O'Reilly Automotive Inc	3530-154791	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	5.99
12198 - O'Reilly Automotive Inc	3530-154807	1075650	# 6/13/5 Paid by Check	11/02/2017	12/15/2017	12/15/2017	12/15/2017	36.00
12198 - O'Reilly Automotive Inc	3530-155496	1075650	# 6/13/5 Paid by Check	11/06/2017	12/15/2017	12/15/2017	12/15/2017	29.84
12198 - O'Reilly Automotive Inc	3530-155545	1075650	# o/13/3 Paid by Check	11/06/2017	12/15/2017	12/15/2017	12/15/2017	32.44
12198 - O'Reilly Automotive Inc	3530-155547	1075650	# 6/13/5 Paid by Check	11/06/2017	12/15/2017	12/15/2017	12/15/2017	13.98
12198 - O'Reilly Automotive Inc	3530-155738	1075650	# o/13/3 Paid by Check	11/07/2017	12/15/2017	12/15/2017	12/15/2017	11.38
12198 - O'Reilly Automotive Inc	3530-155747	1075650	# o/13/3 Paid by Check	11/07/2017	12/15/2017	12/15/2017	12/15/2017	299.94
12198 - O'Reilly Automotive Inc	3530-155762	1075650	# 0/13/3 Paid by Check # 671375	11/07/2017	12/15/2017	12/15/2017	12/15/2017	6:99
12198 - O'Reilly Automotive Inc	3530-155957	1075650	# 0/12/3 Paid by Check	11/08/2017	12/15/2017	12/15/2017	12/15/2017	1,695.00
12198 - O'Reilly Automotive Inc	3530-155964	1075650	# o/13/5 Paid by Check	11/08/2017	12/15/2017	12/15/2017	12/15/2017	50.38
12198 - O'Reilly Automotive Inc	3530-156139	1075650	# 6/13/5 Paid by Check	11/09/2017	12/15/2017	12/15/2017	12/15/2017	6.44
12198 - O'Reilly Automotive Inc	3530-156140	1075650	# 6/13/5 Paid by Check	11/09/2017	12/15/2017	12/15/2017	12/15/2017	13.18
12198 - O'Reilly Automotive Inc	RP3530-156778	1075650	# o/13/5 Paid by Check	11/13/2017	12/15/2017	12/15/2017	12/15/2017	196.95
12198 - O'Reilly Automotive Inc	3530-157638	1075650	# 6/13/3 Paid by Check # 671375	11/17/2017	12/15/2017	12/15/2017	12/15/2017	24.70

Page 9 of 13

	a V		Accounts	Payable	e by G	g/L D	Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>7 -</b> 12/31/17
Vendor	Invoice No.	Invoice Description	Status Held Reason	eason 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	ז ement & Repair							
12198 - O'Reilly Automotive Inc	3530-157664	1075650	Paid by Check	11/17/2017	12/15/2017	12/15/2017	12/15/2017	37.28
12198 - O'Reilly Automotive Inc	3530-159195	1075650	# 0/13/3 Paid by Check # 671375	11/27/2017	12/15/2017	12/15/2017	12/15/2017	25.64
12198 - O'Reilly Automotive Inc	3530-159220	1075650	# 0/13/3 Paid by Check # 671375	11/27/2017	12/15/2017	12/15/2017	12/15/2017	5.99
12198 - O'Reilly Automotive Inc	3530-159272	1075650	# 0/13/3 Paid by Check # 671375	11/27/2017	12/15/2017	12/15/2017	12/15/2017	6.29
12198 - O'Reilly Automotive Inc	3530-159377	1075650	# 0/13/3 Paid by Check # 671375	11/28/2017	12/15/2017	12/15/2017	12/15/2017	10.99
26482 - Peterbilt Truck Parts & Eq LLC	567768	365290	# 0/13/3 Paid by Check # 671306	11/01/2017	12/15/2017	12/15/2017	12/15/2017	459.54
26482 - Peterbilt Truck Parts & Eq LLC	7118597	365290	# 011000 Paid by Check	11/06/2017	12/15/2017	12/15/2017	12/15/2017	453.46
26482 - Peterbilt Truck Parts & Eq LLC	7118598	365290	# 0/1300 Paid by Check	11/06/2017	12/15/2017	12/15/2017	12/15/2017	16.99
22307 - Chemsearch	2950971	623777	# 0/1300 Paid by Check # 671767	12/05/2017	12/22/2017	12/22/2017	12/22/2017	388.21
8491 - CMC Tire Inc	50003774	5512	# 0/1/0/ Paid by Check # 671769	11/17/2017	12/22/2017	12/22/2017	12/22/2017	956.00
8491 - CMC Tire Inc	50004030	5512	# 0/1/00 Paid by Check # 671760	11/17/2017	12/22/2017	12/22/2017	12/22/2017	41.50
8491 - CMC Tire Inc	50004031	5512	# 0/1/00 Paid by Check # 671768	11/17/2017	12/22/2017	12/22/2017	12/22/2017	41.50
8491 - CMC Tire Inc	50004079	5512	# 0/1/00 Paid by Check # 671769	11/30/2017	12/22/2017	12/22/2017	12/22/2017	85.00
12997 - Do Co Procurement Program	11-17 TUTHILL		# 0/1/00 Paid by Check	11/27/2017	12/22/2017	12/22/2017	12/22/2017	234.98
12997 - Do Co Procurement Program	11-17 LACOST	GVILLE	# 0/1/02 Paid by Check # 671703	11/27/2017	12/22/2017	12/22/2017	12/22/2017	276.91
18821 - Fastenal Industrial	NVMIN67454	1100NIMVN	# 0/ 1/02 Paid by Check # 671798	11/28/2017	12/22/2017	12/22/2017	12/22/2017	12.62
Account F30 000 - Domon			Account 520.084	4 - Replacement & Repair Totals	Repair Totals	Invoi	Invoice Transactions 44	\$12,076.00
2924 - NV Energy	2856009 11-17	2856009	Paid by Check # 671110	11/22/2017	12/08/2017	12/08/2017	12/08/2017	210.17
				Account 520.089 - Power Totals	Power Totals	Invoi	Invoice Transactions 1	\$210.17
Account 520.092 - Heating 3021 - Southwest Gas-Las Vegas	g 0015779022 11 17	2410015779022	Paid by Check	11/14/2017	12/01/2017	12/01/2017	12/01/2017	51.33
3021 - Southwest Gas-Las Vegas	-1/ 1072224004 11 -17	2411072224004	# 0,001 Paid by Check # 670871	11/14/2017	12/01/2017	12/01/2017	12/01/2017	55.70

Run by Carol Louthan on 12/28/2017 08:35:37 AM

Page 10 of 13

4	COUNTY LAT PLAC
R	9 11
	DOUGLAS
	DO

# Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17

GUEAT PEOPLE & GREAT PLACES									
Vendor	Invoice No.	Invoice Description	Status Hel	Held Reason Invoice Date	e Date Due Date	e G/L Date		Received Date Payment Date ]	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation									
Account 520.092 - Heating				V 1/ 1 1				2100/10/01	OK 67
3021 - Southwest Gas-Las Vegas	1188600002 11 -17	1188600002 11 2411188600002 -17	# 670871	/107/+1/11	/TNZ/TN/ZT /TNZ		1102/1	/TN7/TN/7T	20.00
1 1 1 1	ì			Account 520.0	Account 520.092 - Heating Totals	tals	Invoice Transactions	ls 3	\$203.65
Account 520.097 - Maint B&G 29573 - Clean Air Systems 1.	\$&G 177101	GVILLE	Paid by Check	11/17/2017	2017 12/08/2017		12/08/2017	12/08/2017	127.50
13485 - Ahern Rentals Inc	18345289-2	205304	# b/U999 Paid by Check	11/21/2017	2017 12/15/2017		12/15/2017	12/15/2017	137.55
			# 0/ T707	Account 520.097 - Maint B&G Totals	- Maint B&G To	tals	Invoice Transactions 2	Ts 2	\$265.05
Account 520.136 - Rents & Leases Equipment 4753 - Ricoh USA Inc 99709614 14	k Leases Equipm 99709614	ent 1481234-3433221	Paid by Check	11/10/2017	2017 12/01/2017		12/01/2017	12/01/2017	165.41
4753 - Ricoh USA Inc	5051423993	16769392	# 0/10034 Paid by Check # 271004	12/01/2017	2017 12/22/2017		12/22/2017	12/22/2017	118.70
			# 0/ 1034 Account 520.13(	ov.1034 Account <b>520.136 - Rents &amp; Leases Equipment</b> Totals	s Equipment To	tals	Invoice Transactions 2	ls 2	\$284.11
Account 520.155 - Licensing 12997 - Do Co Procurement Program	ng 11-17 TUTHILL		Paid by Check	11/27/2017	2017 12/22/2017		12/22/2017	12/22/2017	36.25
ж 1	2	GAKDINEKVILLE	# 0/ T/97	Account 520.155 - Licensing Totals	5 - Licensing To	tals	Invoice Transactions 1	is 1	\$36.25
Account 520.187 - Internet Expense 13997 - Do Co Pronument Pronam 10-17	et Expense 10-17	GVILLE	Paid by Check	10/27/2017	2017 12/01/2017		12/01/2017	12/01/2017	64.99
32036 - Spectrum Business	LOUTHAN 0012509 12/17		# 670736 Paid by Check	12/02/2017	2017 12/22/2017		12/22/2017	12/22/2017	64.99
	0598044 12/17		# 671934 Paid by Check	11/28/2017	2017 12/22/2017		12/22/2017	12/22/2017	44.99
			# 671935 Accour	Account 520.187 - Internet Expense Totals	net Expense To	itals	Invoice Transactions	1s 3	\$174.97
Account 520.197 - Landfill Expense 9016 - Douglas Disposal Inc	Expense 40990612 10-	40990612	Paid by Check	11/01/2017	2017 12/01/2017		12/01/2017	12/01/2017	10,073.43
15853 - Carson City Landfill	17 228079 11-17	228079	# 670738 Paid by Check	12/01/2017	2017 12/22/2017		12/22/2017	12/22/2017	13,996.56
1132 - Douglas Disposal Inc	40990612	40990612	# 6/1/55 Paid by Check # 671787	12/01/2017	2017 12/22/2017		12/22/2017	12/22/2017	14,859.46
	/1/11			Account 520.197 - Landfill Expense Totals	Ifili Expense To	tals	Invoice Transactions 3	<sup>1s 3</sup>	\$38,929.45
Account 520.198 - Recycling Expense 13443 - Bently Ranch 153004	ng Expense 153004	GVILLE	Paid by Check	10/06/2017	2017 12/01/2017		12/01/2017	12/01/2017	189.40
13443 - Bently Ranch	153129	GVILLE	# 0,0002 Paid by Check # 670692	10/13/2017	2017 12/01/2017		12/01/2017	12/01/2017	208.00

Run by Carol Louthan on 12/28/2017 08:35:37 AM

Page 11 of 13

			Accounts	Payablo	e by G	counts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17	Distribution Report G/L Date Range 12/01/17 - 12/31/17	<b>ceport</b>
Vendor	Invoice No.	Invoice Description	Status Held Reason	on Invoice Date	Due Date	G/L Date Received Dat	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520 108 - Decording Evenance								
13443 - Bently Ranch	153197	GVILLE	Paid by Check	10/20/2017	12/01/2017	12/01/2017	12/01/2017	198.20
13443 - Bently Ranch	153301	GVILLE	# 6/0692 Paid by Check	10/27/2017	12/01/2017	12/01/2017	12/01/2017	343.20
13443 - Bently Ranch	153349	GVILLE	# 6/0692 Paid by Check	10/31/2017	12/01/2017	12/01/2017	12/01/2017	315.20
13443 - Bently Ranch	153547	GVILLE	# 6/0692 Paid by Check	11/02/2017	12/22/2017	12/22/2017	12/22/2017	50.80
13443 - Bently Ranch	153451	GVILLE	# 0/1/30 Paid by Check	11/10/2017	12/22/2017	12/22/2017	12/22/2017	295.20
13443 - Bently Ranch	153492	GVILLE	# 0/1/30 Paid by Check	11/17/2017	12/22/2017	12/22/2017	12/22/2017	187.20
13443 - Bently Ranch	153593	GVILLE	# 6/1/30 Paid by Check	11/24/2017	12/22/2017	12/22/2017	12/22/2017	142.00
13443 - Bently Ranch	153664	GVILLE	# 6/1/36 Paid by Check	11/30/2017	12/22/2017	12/22/2017	12/22/2017	136.40
			1/30	Account 520.198 - Recycling Expense Totals	cpense Totals	Invoice Transactions 10	ins 10	\$2,065.60
Account 521.130 - Legal Services 12372 - Jennifer Yturbide Law PC Corp 338	Services 338	GVILLE	Paid by Check	11/20/2017	12/01/2017	12/01/2017	12/01/2017	760.00
			9//(	Account 521.130 - Legal Services Totals	ervices Totals	Invoice Transactions 1	ins 1	\$760.00
Account 532.003 - Gas & Oil 3814 - Flvers Energy LLC	Oil CFS1516804	8308	Paid by Check	11/15/2017	12/08/2017	12/08/2017	12/08/2017	1,387.21
3814 - Flyers Energy LLC	CFS1525072	8308	# 671037 Paid by Check	11/30/2017	12/22/2017	12/22/2017	12/22/2017	954.40
				Account <b>532.003 - Gas &amp; Oil</b> Totals	s & Oil Totals	Invoice Transactions 2	ins 2	\$2,341.61
Account 532.028 - Uniforms 10314 - Work World Inc	ms 55276-109	109-103	Paid by Check	11/11/2017	12/01/2017	12/01/2017	12/01/2017	177.45
5785 - Alsco Inc	LREN1308929	000330	# 6/091/ Paid by Check	11/07/2017	12/08/2017	12/08/2017	12/08/2017	4.39
5785 - Alsco Inc	LREN1310911	000330	# 6/0959 Paid by Check	11/14/2017	12/08/2017	12/08/2017	12/08/2017	4.39
5785 - Alsco Inc	LREN1312894	000330	# 6/0959 Paid by Check	11/21/2017	12/08/2017	12/08/2017	12/08/2017	4.39
5785 - Alsco Inc	LREN1314887	000330	# 6/0959 Paid by Check	11/28/2017	12/08/2017	12/08/2017	12/08/2017	4.39
		3	7.2	Account 532.028 - Uniforms Totals	iforms Totals	Invoice Transactions	ins 5	\$195.01
Account 532.056 - Subscriptions 12997 - Do Co Procurement Program DALL DALL	riptions 10-17 DALLAIRE	GVILLE	Paid by Check # 670736	10/27/2017	12/01/2017	12/01/2017	12/01/2017	123.50
MM Carol Long and 12/28/2017 08:35:37 AM	5:37 AM							Page 12 of 13

74	COUNTY GILAT PLACES
	DOUGLAS
	DOUGLAS

# Accounts Payable by G/L Distribution Report G/L Date Range 12/01/17 - 12/31/17

	<b>Invoice Amount</b>			123.50	\$247.00		95.30	17.75	137.06	\$250.11		37.50	960.00	\$997.50		36.00	136.00	\$172.00	\$63,978.71	\$63,978.71
	Received Date Payment Date Invoice Amount			12/22/201/	Invoice Transactions 2		12/01/2017	12/22/2017	12/22/2017	Invoice Transactions 3	ia.	12/15/2017	12/22/2017	Invoice Transactions 2		12/22/2017	12/22/2017	Invoice Transactions 2	Invoice Transactions 99	Invoice Transactions 99
	G/L Date F			12/22/2017	Invoice		12/01/2017	12/22/2017	12/22/2017	Invoia		12/15/2017	12/22/2017	Invoia	8	12/22/2017	12/22/2017	Invoia	Invoia	Invoio
	Due Date			11/27/2017 12/22/2017	ptions Totals		10/27/2017 12/01/2017	12/22/2017	12/22/2017	pplies Totals		12/15/2017	12/22/2017	tware Totals	æ	12/22/2017	12/22/2017	ojects Totals	tation Totals	& San Totals
ŭ	Held Reason Invoice Date Due Date			11/27/2017	Account 532.056 - Subscriptions Totals		10/27/2017	11/27/2017	11/27/2017	00 - Office Su		12/01/2017	12/12/2017	Account 533.806 - Software Totals		11/13/2017	12/05/2017	0 - Capital Pr	Health & Sani	erville Health
	Held Reason				Account 532.0					Account 533.800 - Office Supplies Totals				Account				Account 562.000 - Capital Projects Totals	Department 925 - Health & Sanitation Totals	Fund 611 - Gardnerville Health & San Totals
	Status		100 100 100 100 100 100 100 100 100 100	# C71707	79/T/0 #		Paid by Check	Paid by Check	# 6/1/82 Paid by Check	# 671782		Paid by Check	Paid by Check	# 0/TA99	(*). 	Paid by Check # 671773	# 671723	100	Depi	Fund
	Invoice Description			GVILLE			GVILLE	TOWN OF	GARDNERVILLE GVILLE			GVILLE	353			GVILLE	GVILLE			
	Invoice No.		ptions	11-17	DALLAIKE	supplies	10-17 1 OLITHAN	11-17	NICHOLSON 11-17	LOUTHAN	re.	44232	7CC00273		Projects	15148	15193			
DOUGLAS COUNTY	Vendor	Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation	Account 532.056 - Subscriptions	12997 - Do Co Procurement Program	÷	Account 533.800 - Office Supplies	12997 - Do Co Procurement Program	12997 - Do Co Procurement Program	12997 - Do Co Procurement Program		Account 533.806 - Software	16648 - E Squared C Inc	13590 - WAM Software Inc		Account 562.000 - Capital Projects	16634 - ABE Printing & Copy	16634 - ABE Printing & Copy			

\* = Prior Fiscal Year Activity

\$63,978.7 \$118,653.97

Invoice Transactions 184

Grand Totals

Run by Carol Louthan on 12/28/2017 08:35:37 AM

Page 13 of 13

# Gardnerville Town Board AGENDA ACTION SHEET



- 1. For Possible Action: Approve Town Policy 21.5 Extra Trash Collection Days
- 2. Recommended Motion: Approve on consent

Funds Available: 
Ves VA

- 3. Department: Administration
- 4. Prepared by: Carol Louthan
- 5. Meeting Date: January 2, 2018 Time Requested: N/A
- 6. Agenda: Consent Administrative

**Background Information**: The recommended changes from the board last month have been incorporated. Please see attached policy.

- 7. Other Agency Review of Action: Douglas County
- 8. Board Action:
- $\Box$  Approved  $\Box$  Approved with Modifications
- Denied
- Approved with Mod
  Continued



### TOWN OF GARDNERVILLE

## TOWN OPERATIONS MANUAL DIRECTIVES AND PROCEDURES

### SUBJECT: Extra Trash Collection Days

Issue Date

**Directive:** Gardnerville Health & Sanitation collects extra trash bags or cans from your neighborhood twice a year: spring and fall. Please use the directions below to ensure proper use of the program and to help keep your neighborhood clean.

### **Procedure:**

- 1. A maximum of six (6) bags, boxes or cans of trash will be collected from each home per extra trash collection.
- 2. Place your items out by 5:30 AM.
- 3 Place items out on your normal day of trash service during your scheduled Extra Trash service week.
- 4. Make sure the items are visible and placed at least 2 feet away from your trash container, cars, poles and other obstructions.
- 5. Only set out bags or cans during your scheduled Extra Trash Service week. Setting items out at other times is considered illegal dumping.
- 6. Put trash in containers or bags no larger than 32 gallons and weighing no more than 50 pounds, or it cannot be collected.

Up to six (6) bags of trash per collection, including:

- Household trash
- Greenwaste

### UNACCEPTABLE TEMS FOR EXTRA TRASH COLLECTION

- Furniture weighing 50 pounds or more
- Mattresses and box springs
- Dressers, tables and television stands
- Toilets and sinks
- Carpet and rugs (must be rolled into pieces no larger than 4 feet in height or not greater than 50 pounds each piece)
- Exercise equipment (treadmills, stationary bikes, etc.)
- Construction materials:
- Building materials, such as insulation or drywall
- Concrete or bricks
- Wood boards or fencing

### Automotive/Lawn Garden materials:

- Automotive parts or fluids
- Car tires, batteries
- Lawnmowers, gas motors

Hazardous materials:

- Paints & chemicals
- Electronics (televisions, computers, etc.)
- Liquids
- Hot ashes
- Medical waste
- Propane tanks

Appliances:

- · Freon-containing appliances, such as refrigerators, freezers and air conditioners
- Large metal appliances, such as stoves, dryers and washers
- Tubs, hot tubs or spas

Other:

Commercial or industrial waste

# Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: Approval of Proclamation 2018R-01 recognizing January 2018 as National Radon Action month; with public comment prior to board action.
- 2. Recommended Motion: Approve Town Proclamation 2018R-01 recognizing January 2018 as National Radon Action month.

Funds Available: 
Yes 
N/A

- 3. Department: Administration
- 4. Prepared by: Carol Louthan
- 5. Meeting Date: January 2, 2018 Time Requested: 5 minutes
- 6. Agenda: Consent Z Administrative

**Background Information**: See attached Proclamation.

- 7. Other Agency Review of Action: Douglas County M/A
- 8. Board Action:
- $\square$  Approved  $\square$  Approved with Modifications
- $\Box$  Denied  $\Box$  Continued



## Proclamation 2018P-01

### A PROCLAMATION DECLARING JANUARY 2018 AS "NATIONAL RADON ACTION MONTH IN GARDNERVILLE, NEVADA"

*WHEREAS*, many Gardnerville residents don't know about radon, yet need to know, for the safety and health of their families, as radon is a colorless, odorless, naturally occurring radioactive gas that is the primary cause of lung cancer among nonsmokers; the second leading cause of lung cancer in smokers and

*WHEREAS*, the U.S. EPA estimates 21,000 people in the U.S. die each year from lung cancer caused by indoor radon exposure, and lung and bronchus cancer kill more people in a year than any other cancer; and

WHEREAS, radon kills more people than secondhand smoke, drunk driving, choking, drowning or home fires; and

*WHEREAS*, any home in Gardnerville may have elevated levels of radon, even if neighboring homes do not, and living in a home with an average radon level of 4 picocuries per liter of air poses a similar risk of developing lung cancer as smoking half a pack of cigarettes a day; and

*WHEREAS*, testing is the only way to know if a home has an elevated radon level, and testing is easy and inexpensive, and when identified, homes can be fixed; and

**WHEREAS**, University of Nevada Cooperative Extension, the Nevada Division of Public and Behavioral Health, and the U.S. Environmental Protection Agency support efforts to encourage all Gardnerville residents to test their homes for radon, mitigate elevated levels of radon, and have new homes built with radon-reducing materials and features.

NOW, THEREFORE, the Town Manager Thomas Dallaire, do hereby proclaim January 2018, as

### "NATIONAL RADON ACTION MONTH" In Gardnerville, Nevada

ADOPTED: This 2nd day of January, 2018.

### GARDNERVILLE TOWN BOARD MEMBERS:

Cassandra Jones, Chairwoman

Linda Slater, Vice-Chairwoman

Lloyd Higuera, Member

Ken Miller, Member

Mary Wenner, Member

# Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: Presentation on the wayfinding signage project by Carson Valley Visitors Authority, Jan Vandermade and Steve Noll with Design Workshop and discuss the maintenance and letter of support commitment; with public comment prior to board action.
- 2. Recommended Motion: Based on presentation or Board discussion.

Funds Available:  $\Box$  Yes  $\Box$  N/A

- 3. Department: Administration
- 4. **Prepared by:** Tom Dallaire
- 5. Meeting Date: January 2, 2018 Time Requested: 15 minutes
- 6. Agenda: Consent 🗹 Administrative

**Background Information**: Based upon 3 benchmark Carson Valley brand and vision studies and accompanying recommendations (dating as far back as 2006), the Carson Valley Visitors Authority has embarked on the development of a valley-wide wayfinding program study and project plan. Over the past 12 months a Town of Gardnerville representative has participated in the initial development process as part of an organized stakeholder group. During this board meeting the Visitor's Authority, along with the consultant retained to assist with developing the wayfinding program (Design Workshop), will provide an update and overview of the initial planning process as well as outlining the next steps. At this time, your support is requested to allow this project to continue (either in the form of a formal letter of support or further direction to staff as may be necessary in both the planning or future budget considerations).

This item will be informational and staff is asking the board to provide direction on your thoughts on how the town could be involved in this project.

- 8. Board Action:
- □ Approved
- Approved with Modifications
   Continued
- Denied

# CARSON VALLEY WAYFINDING GARDNERVILLE TOWN BOARD MEETING

January 2, 2018



# **Overview of Process**

# **Previous Studies**

- Visitor Tourism Assessment
  - March 2006
- Carson Valley, NV BrandPrint
  - June 29, 2012
- Douglas County Valley Vision
  - September 2013





# **Overview of Process**

# **Current Process**

Carson Valley Visitors Authority

- Infrastructure Grant Secured from Travel Nevada (2016-2017)
- Focused on Wayfinding
- Design Workshop Retained to assist

# **Purpose of Process**

- Direct Residents and Visitors to specific destinations and places of interest.
- Engage County and Towns to Identify Wayfinding Opportunities
- Develop Clarity and Hierarchy for Signage and Information
- Gain Approval from NDOT, County and Towns

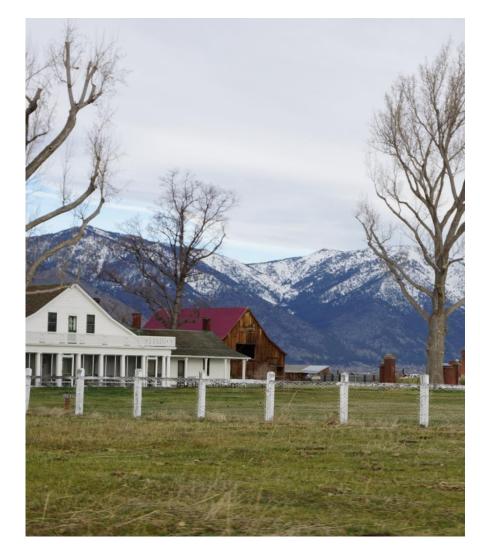


X

# **Overview of Process**

## Planning Process & Team

- Planning Team
  - Carson Valley Visitors Authority Staff and Board
  - Towns of Minden, Gardnerville and Genoa Staff
  - Douglas County Staff
  - Carson Valley Trails Association
  - Design Workshop staff
- Process to Date
  - Committee formed early 2017
  - Four Meetings (first Feburary 2017)
  - Emails, Phone Calls, Presentations
  - Three meetings with NDOT staff



# **Overview of Process**

### **Planning Steps**

- Inventory Of Existing Signage
  - Location, Type and Effectiveness
  - Opportunities for Consolidating
- Wayfinding Opportuities
  - Areas of Interest, Recreation,
  - Location of Signs
  - Information on Signs
- Review and Refinement
  - Confirm Message and Location
  - Review Meetings with NDOT
  - Provide Draft Recommendations
  - Develop Funding Arrangements
  - Establish Phasing







## Wayfinding Hierarchy NODE

Primary directional information at decision-making intersection



## DISTRICT

Important local attractions displayed on branded vehicular/pedestrian signs



## **CORRIDOR**

Attractions along major roadway corridors



## **Existing Directional Signs**

Makes use of existing signage to direct visitors to specific attractions



# **Corridor Samples**

### 395 & Jacks Valley Rd -Southbound



# 395 & Stephanie Way Southbound





# **Corridor Samples**



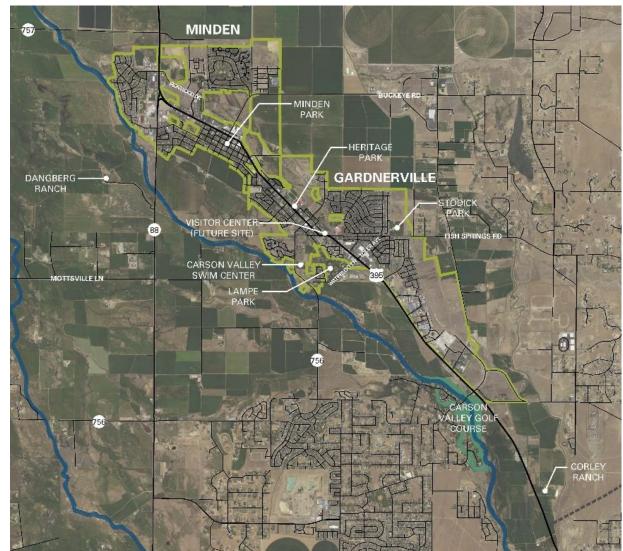
### **Existing Condition**



### **New Sign Location**

# **District Sample**





# **District Sample**



**Existing Condition** 



**Potential Sign Location** 

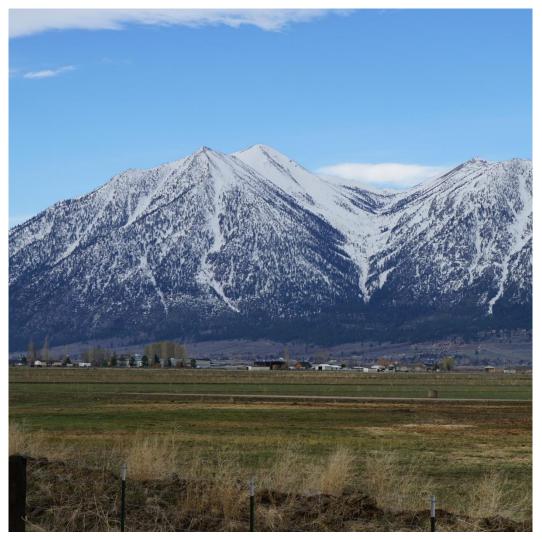
# Next Steps

Finalize Sign Content and Location

**Develop Funding Strategies** 

**Establish Phasing** 

Secure Permits with NDOT



### Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: For Possible Action: Discussion to reconsider the prior board conditional approval for Design Review application DA-17-092 for Chase Bank located South of Lampe Drive, East of Highway 395 at the current site of the Westerner Motel located on a 1.06 acre parcel (APN:1220-04-501-011), presentation by William Reilly, APMI and Joe Hernadez with Chase; with public comment prior to board action.
- 2. Recommended Motion: Based on board discussion.

Funds Available: 
Ves V/A

- 3. Department: Administration
- 4. **Prepared by:** Tom Dallaire
- 5. Meeting Date: January 2, 2018 Time Requested: 30 minutes
- 6. Agenda: Consent Consent Administrative

**Background Information**: The town board conditionally approved the Chase Bank project with the elimination of the driveway access from Highway 395, based on the proposed plan of having two other in and out drive accesses to the project: one access from Smith's drive isle and a commercial access from Lampe Drive. The traffic study indicates a total of two (2) left turn movements from 395 across the northbound traffic lanes at the AM peak hour, and 10 left- hand movements during the PM peak hour. County staff has informed town staff that they cannot support the elimination of the access, but would support the right turn only options as previously discussed in the prior project meetings. The proposal before the board at the last meeting provided no improvement to the access that exists today.

The consultant, has requested they have an opportunity to explain the need for the access and requested to be back on the agenda this coming month to see if something can be worked out. Town staff did provide a concept to be considered. The proposed access by the consultants is attached with this item.

- 7. Other Agency Review of Action: Douglas County
- 8. Board Action:
- $\square$  Approved  $\square$  Approved with Modifications
- $\Box$  Denied  $\Box$  Continued



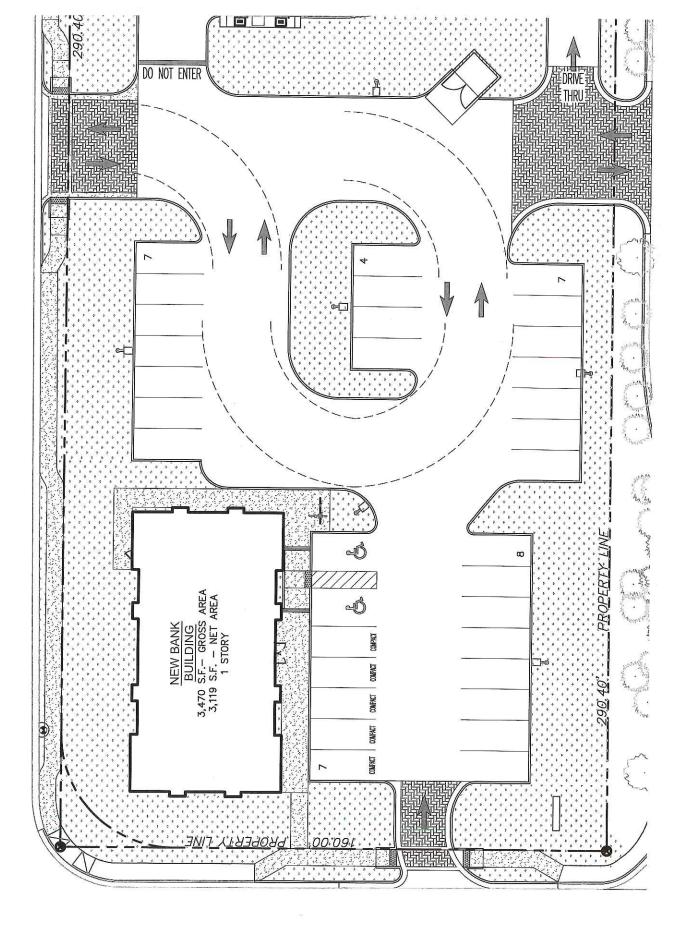
#### **REQUEST FOR PLACEMENT ON THE AGENDA**

#### FOR THE GARDNERVILLE TOWN BOARD

Will Reilly or Adam Siros Name:	480-226-0185 Telephone:
8300 N. Hayden Rd Mailing Address:	
Scottsdale, AZ 85258	
Nature of Request and Approximate Amount of Tim	
Will Reilly or Adam Siros will present the proposal of a CHASE building. Approximate time needed is 15 minu	ites.
eSigned vi grantes (Docs.com	
Signature:	December 28, 2017 Date:

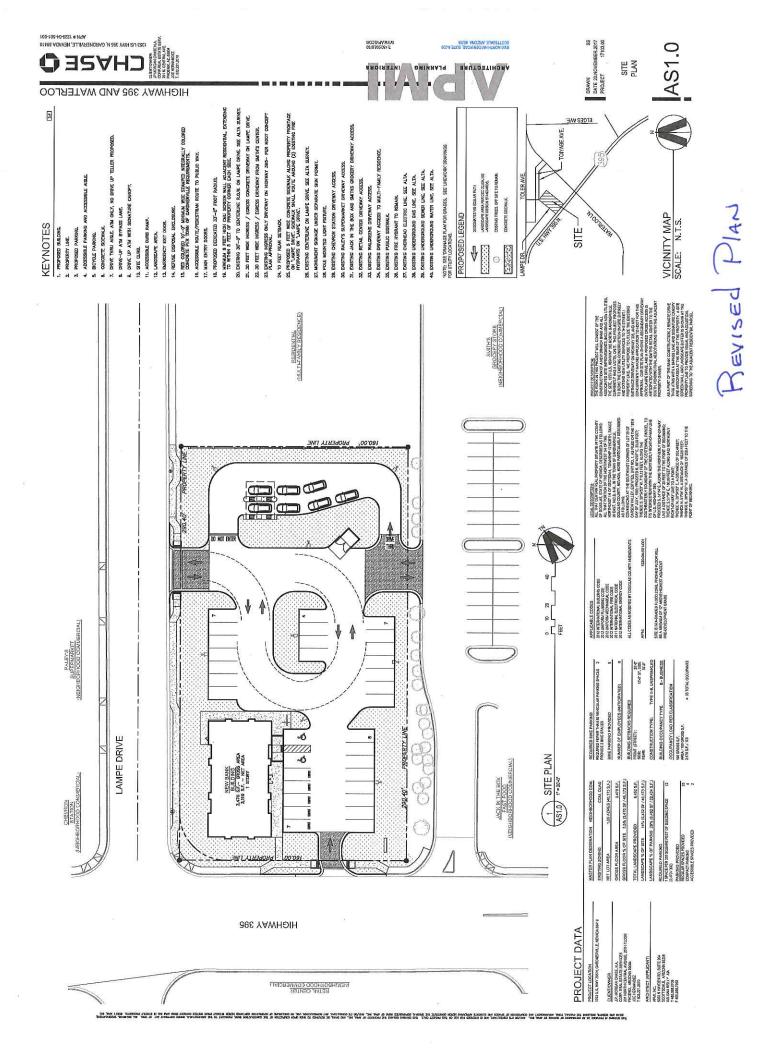
The Gardnerville Town Board meets on the first Tuesday of each month. Please submit any pertinent information regarding your request at least 15 days prior to the Board meeting date.

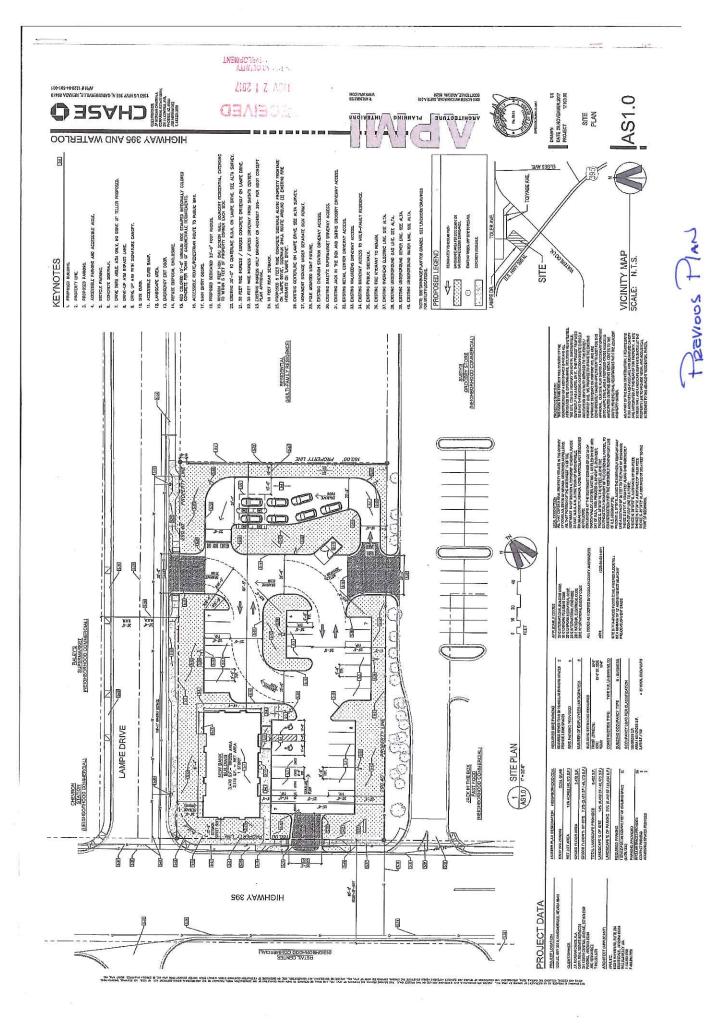
Agendas are posted three days prior to the meeting. You will receive a copy of the Agenda in the mail informing you of the approximate time you will appear before the Board.



Revised Plan - Larger

HIGHWAY 395





December 6, 2017

Attn: Heather Ferris, Planning Manager Douglas County Community Development 1594 Esmeralda Avenue PO Box 218 Minden, NV 89423

Re: DA 17-092 JP Chase Bank N.A. Project Review for a Chase Bank located south of Lampe Drive, east of Highway 395 at the current site of the Westerner Motel, located on a 1.06 acre parcel (APN 1220-04-501-011.

Town

The Town Board heard the Project Review application at the December 5<sup>th</sup>, 2017 board meeting and they recommend approval of the Project Review, with the following conditions and comments;

- 1. All improvements need to conform to the Town's General Improvement Standards specifically the trash enclosure; a copy has been attached to this report. Town staff shall review and approve all future improvement plans.
- 2. Provide a treatment mechanism for stormwater from the site. Treat onsite and provide a storm drain maintenance plan for the proposed mechanical and/or biological filtration basin. Or provide a smart sponge insert into existing catch basin on Lampe Drive with the maintenance plan for that item. The Town will need to approve and accept the maintenance of that option
- 3. The board asked that the block wall be consistent with the materials/finish to match the building.
- 4. The board pointed out that the access off Highway 395 into the site causes too much congestion, and with the driveway through to Smiths being proposed, the one way entrance from 395 needs to be eliminated. Is there a demonstrated need for three entrances? The Plan for Prosperity encourages the reduction of driveways along 395.
- 5. The board asked that the applicant address the site visibility on the driveway into the Smith's project. Landscaping or signage should not obstruct the view of driver/pedestrian.
- 6. The applicant shall be responsible for all administrative, engineering, or legal fees incurred by the Town in conjunction with reviewing the project. These fees shall be reimbursed to the Town before the issuance of the final approval.
- 7. Damage to the Town's existing infrastructure, during the construction phase of this project, shall be replaced at the contractor's / developers expense.
- 8. All development shall comply with the Town's General Improvement Standards. Please see the attached standards.
- 9. Construction runoff and dewatering practices shall be in accordance with the appropriate permits obtained from the Nevada Division of Environmental Protection. Discharge into existing Town storm drain systems will be allowed upon approval from the Town, and will be subject to discharge quality and storm drain cleaning requirements as set forth by the Town.
- 10. The Town will not assume maintenance of any on-site storm drainage improvement proposed in this application. Operation and maintenance of all on-site improvements shall be the responsibility of the property owner.

Chase Bank Development Review DA 17-92 December 6, 2017

If you have any questions or comments or require additional information, please do not hesitate to contact me at 782-7134.

Sincerely,

Tom Dallaire P.E.

Gardnerville Town Manager

CC: File William J. Reilly, AIA JP Morgan Chase Bank N.A.

## Gardnerville Town Board



- 1. <u>For Possible Action</u>: Discussion and direction to town manager concerning Douglas County Master Plan, including various proposed changes and additions to elements relevant to the Town of Gardnerville currently being considered by the county; with public comment prior to board action.
- 2. Recommended Motion: Based on board discussion.

Funds Available: 🗌 Yes 🛛 🗹 N/A

- 3. Department: Administration
- 4. **Prepared by:** Tom Dallaire
- 5. Meeting Date: January 2, 2018 Time Requested: 20 minutes
- 6. Agenda: Consent Consent

**Background Information**: In last month's packet, town staff provided the town board with the elements of the Master Plan that would be applicable to the town. Staff has asked that board members provide some feedback prior to the board meeting so we can highlight the issues of the plan. This version has my review of the Master Plan and I hope there are other comments or concerns that we can bring up with county staff and recommend changes. This is the opportunity to provide direction to staff to request modification to the Master Plan.

This version of the Master Plan is the latest provided by the County Staff.

- 7. Other Agency Review of Action: Douglas County M/A
- 8. Board Action:
- Approved
  Approved
  Approved
- Denied
- Approved with Modifications
- Continued

### CHAPTER 7 HOUSING ELEMENT

SECOND DRAF

NOVEMBER 2017



#### PURPOSE

The purpose of the Housing Element is to present an overview of the housing inventory and housing market in Douglas County, to present an updated analysis of housing problems, and to present housing issues and opportunities. The Housing Element concludes with goals, policies, and actions to address housing needs in Douglas County.

Although the Housing Element includes analysis of the housing inventory and housing market for the entire County, the Housing Element goals, policies, and actions for the Tahoe Basin portion of Douglas County will be addressed in the South Shore and Tahoe-Douglas Area Plans.

#### HOUSING INVENTORY

According to the Douglas County Assessor, there are 24,663 housing units in Douglas County. As shown in Figure 1, 74 percent of the current housing stock is single-family detached units and 6 percent of the total is multi-family residential units.

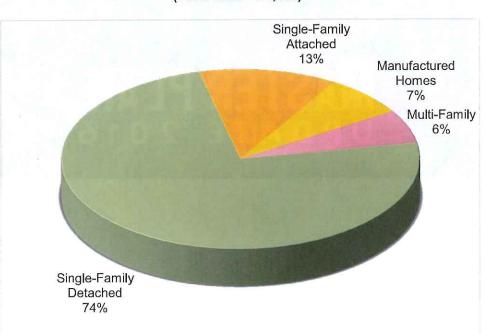
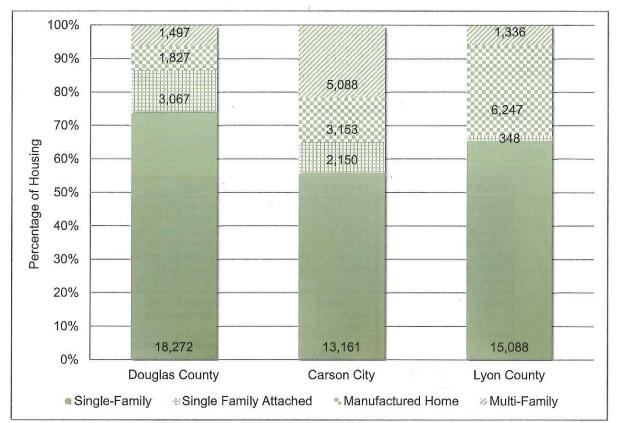
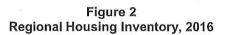


Figure 1 Douglas County Housing Inventory, 2016 (Total Units = 24,663)

#### Source: Douglas County Assessor Housing Counts, July 27, 2016

Figure 2 compares the 2016 housing inventory in Douglas County, Carson City, and Lyon County. Douglas County has the highest percentage of single-family detached units and the highest percentage of single-family attached units (duplexes and townhouses). Douglas County has more multi-family residential units than Lyon County but considerably fewer units compared to Carson City.





#### Source: Certified Housing Counts from County Assessors, State Demographer's Office

Table 1 displays the change in Douglas County's housing inventory for the years 2010 and 2016. Single-Family detached units that are either site-built or modular increased by 528 units, or 2.98 percent. Single-Family detached units that are either manufactured or mobile homes decreased by 14 units. Multi-Family Units increased by 49 units with 30 of these units belonging to the Parkway Vista development in Gardnerville. Single-Family Attached units increased by five units.

Housing Type	2010	% of Total Units	2016	% of Total Units	Change 2010-2016
Single-Family Detached (Site Built/Modular)	17,744	73.6	18,272	74.1	528
Single-Family Detached (Manufactured/Mobile)	1,841	7.6	1,827	7.4	(14)
Single-Family Attached	3,062	12.7	3,067	12.4	5
Multi-Family	1,448	6.0	1,497	6.1	49
Total	24,095	100	24,663	100	568

 Table 1

 Douglas County Housing Inventory, 2010 & 2016

Figure 3 provides a housing glossary to provide information on different housing types.

Single Family Detached	Single Family Attached	Multifamily
A free standing dwelling with one or more stories that shares no common wall with any other dwelling. Includes site- built, modular, and manufactured homes.	Two or more attached dwellings with one or more stories that share a common wall on at least one side. Land may be under separate ownership.	A multi story structure with at least 4 dwellings and at least 2 or more stories of dwellings. Common walls are shared and multiple units are stacked.
House	Townhouse Duplex Triplex	Apartment building Garden Apartments

Figure 3 Housing Types Glossary

HOUSING ELEMENT

115

Table 2 breaks down the housing inventory by Douglas County taxing areas. Of the 18,272 single-family detached units, more than half of the units are located outside of the three towns and major General Improvement Districts (GIDs). Of the 3,067 single-family attached units, almost 50 percent, or 1,232 units are located within the Kingsbury GID.

Tax Area	Single-Family Detached	Single-Family Attached	Multi- Family	Manufactured (Real & Personal)	Total Units
Gardnerville, Town of (521)	1,635	202	526	342	2,705
Gardnerville Ranchos(530)	3,443	684	148	2	4,277
Genoa, Town of (540, 545)	114	2	1	1	117
Indian Hills (350, 351, 355, 356)	1,615	0	122	94	1,831
Kingsbury GID (410,421,430)	1,007	1,232	106	13	2,358
Minden (510)	1,326	104	133	0	1,563
Topaz/Topaz Ranch (600, 610)	406	0	0	776	1,182
Other Tax Districts	8,726	843	461	599	10,630
Total	18,272	3,067	1,497	1,827	24,663

		Table 2			
2016 Douglas	<b>County</b>	Housing	Inventory,	by	Tax Area

Table 3 compares total housing units for each tax area in 2001 and 2016. The most significant housing increases occurred in Tax Areas 500 and 505. Total housing units in Tax Area 500 increased from 4,442 to 5,963 housing units, which represented the largest increase in absolute numbers. Tax Area 505 increased from 25 to 362 housing units, an increase of 1,348 percent.

Of the three towns, Gardnerville showed the largest increase in housing units between 2001 and 2016. The total housing units increased from 1,772 to 2,705 units, or by 933 units. The Town of Minden grew by 335 housing units between 2001 and 2016, an increase of 27.28 percent. The Town of Genoa grew by 7 housing units between 2001 and 2016.

In terms of the General Improvement Districts (GIDs), the Kingsbury GID grew by 606 units in Tax Area 430 and by 53 units in Tax Area 410, for a total increase of 650 housing units. The Gardnerville Ranchos GID grew by 430 units since 2001, an increase of 11.18 percent.

Tax Area		2001 Total Dwelling Units	2016 Total Dwelling Units	Change 2001 to 2016	Percentage Change
101	Gen Co/TDF	2	2	0	0.00%
110	TD Sewer	721	705	16	-2.22%
120	Logan Creek GID	22	22	0	0.00%
130	Cave Rock GID	90	90	0	0.00%
140	Lakeridge GID	72	78	6	8.33%
150	Skyland GID	232	232	0	0.00%
160	Zephyr Cove GID	79	77	(2)	-2.53%
170	Zephyr Heights GID	239	240	1	0.42%
180	Zephyr Knolls GID	60	63	3	5.00%
190	Marla Bay GID	125	126	1	0.80%
200	Round Hill GID	460	577	117	25.43%
210	Elk Point Sani Dist	104	101	3	-2.88%
220	Douglas Sewer 1	448	513	65	14.51%
230	Oliver Park GID	509	316	193	-37.92%
235*	Oliver Park GID/RD		137	137	N/A
330	Gen Co/EFFD/CWS	610	809	199	32.62%
335	Gen Co/EFFD/CWS/RD	152	147	5	-3.29%
340	Sierra Estates GID	67	70	3	4.48%
350	Indian Hills GID	746	945	199	26.68%
351	Indian Hills GID/EFFD	634	878	244	38.49%
355	Indian Hills GID/RD	6	6	0	0.00%
356*	Indian Hills GID/EFFD	0	2	2	N/A
410	Kingsbury GID	706	759	53	7.51%
430	Kingsbury GID/CWS	993	1599	606	61.03%
500	General Co/CWS/MOS	4442	5963	1521	34.24%
505	Gen Co/CWS/MOS/RD	25	362	337	1348.00%
510	Town of Minden	1228	1563	335	27.28%
521	Town of Gardnerville	1772	2705	933	52.65%
530	Gardnerville Ranchos	3,847	4,277	430	11.18%
540	Town of Genoa	25	28	3.	12.00%
545	Town of Genoa/RD	82	89	7	8.54%
600	Topaz	303	403	100	33.00%
610	Topaz Ranch GID	731	779	48	6.57%
Totals		19,532	24,663	5,131	26.27%

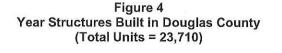
 Table 3

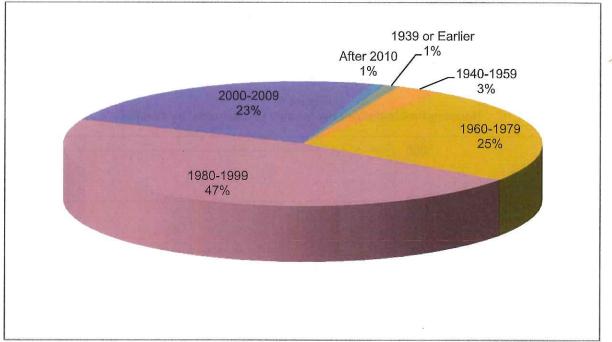
 Change in Total Housing Units for each Tax Area, 2001 to 2016

Sources: Douglas County Assessor, Nevada State Demographer. \*Tax Areas 235 and 356 did not exist in 2001

#### HOUSING CONDITIONS

Information on housing conditions in Douglas County comes from the American Community Survey (ACS) of the U.S. Census Bureau as well as HUD's Comprehensive Housing Affordability Strategy, also known as CHAS. The most recent five-year survey from the ACS provides information on the age of housing stock. As shown in Figure 4, ACS estimates that 47 percent of the housing units in Douglas County were constructed between 1980 and 1999. Between 1960 and 1979, another 25 percent of the units were constructed. Between 2000 and 2009, another 23 percent of the housing units were constructed.





Source: American Community Survey, 2011-2015 Five-Year Estimate

The most recent CHAS data (based on 2010-2014 American Community Survey) for Douglas County also reports on the number of owner and renter-occupied households with housing problems. Housing is considered substandard when it includes any of these four housing problems: 1) housing unit lacks complete kitchen facilities; 2) housing unit lacks complete plumbing facilities; 3) household is overcrowded (more than 1.0 person per room); and 4) household is cost burdened (paying more than 30% of income for housing costs).

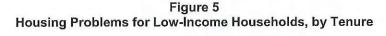
Table 4 provides figures on households which lacked complete plumbing and complete kitchen facilities in Douglas County. There were 34 households in Douglas County that lacked complete plumbing and 273 households that lacked complete kitchen facilities. Complete plumbing includes: 1) hot and cold running water; 2) a flush toilet; and 3) a bathtub or shower. Complete kitchen facilities include: 1) a sink with a faucet; 2) a stove or range; and 3) a refrigerator.

Table 4					
Housing	Conditions	in	Douglas	County,	2015

Category	2015
Occupied Housing Units	19,779
Lacking Complete Plumbing	34
Lacking Complete Kitchen Facilities	273

Source: American Community Survey Five-Year Estimate, 2011-2015.

Figure 5 depicts the number of low-income renter and owner households who are experiencing at least one of four housing problems. When cost burden is identified separately, it can be seen that for most low-income households, cost burden is the housing problem faced by the majority. Of the low-income renter households, for example, 2,440 households experienced one of four housing problems. When cost burden is examined, 2,380 low-income renters experienced housing cost burden. In other words, for 97.5 percent of low-income renter households, the one housing problem identified is cost burden. For low-income owner households, cost burden affected 2,035 out of 2,040 households with a housing problem, or 99.8 percent of the households. Additional information on housing cost burden is presented in the Affordable Housing section of this Element (*see Table 10*).





HOUSING ELEMENT

#### HOUSING REHABILIATION

For low-income homeowners, housing problems may include lack of sufficient income to carry out basic home maintenance tasks, including energy efficiency improvements. Particularly for older residents on a fixed income, home maintenance can become more challenging. There are several programs at the state level that can provide loans and grants for energy efficiency improvements. The Nevada Rural Housing Authority operates a Weatherization program, for example, which provides assistance to households with incomes up to 150 percent of poverty level. The assistance is intended to improve energy efficiency and reduce energy costs for low-income homeowner. The Governor's Office of Energy provide Direct Energy Assistance Loans (DEAL) to state employees up to \$6,000 to carry out energy improvements in their homes. At least six State of Nevada employees who live in Douglas County have participated in this program. The Governor's Office of Energy also offers assistance to senior homeowners through its Home Energy Retrofit Opportunities for Seniors (H.E.R.O.S.) program.

Maintaining the existing rental housing stock in Douglas County is also critically important. The federal 20 percent rehabilitation tax credit can be used along with the 10 percent Low Income Housing Tax Credit (which has provided funding for several affordable housing developments in Douglas County) to provide basically a 30 percent credit for the cost to rehabilitate a renter-occupied multifamily development.

#### HOUSING MARKET

The Douglas County housing market includes two submarkets: East Fork Township and Tahoe Township. The Tahoe Township housing market continues to reflect the higher housing prices associated with real estate in the Tahoe Basin. The housing market in the Tahoe Township is also influenced by the vacation home rental industry. The housing market in the East Fork Township remains dominated by single-family detached dwellings with few multi-family units constructed during the last ten years. Map 1 displays the location of the East Fork and Tahoe Townships.

The housing markets in both East Fork and Tahoe Township are experiencing rebounds after the Great Recession. Improved housing markets will result in improved employment numbers for construction and related industries but will also affect housing affordability. The National Low Income Housing Coalition identified Douglas County as the most expensive housing market in Nevada after Clark County (2016 Out of Reach Report).

#### HOUSING TENURE

As shown in Table 5, the percentage of owner-occupied units in the County has remained fairly constant. The 2010 Census reported that 71.8 percent of the occupied housing units were owner-occupied as compared to 28.2 percent for renter-occupied households. By comparison, the national homeownership rate continues to decline. The State of the Nation's Housing reports that the national homeownership rate was 63.7 percent in 2015 and 63.4 percent in 2016, based on the Housing Vacancy Survey. While the number of renter households has been increasing since 2010, the multi-family housing stock has remained almost unchanged since 2010. The 6,044 renter households in Douglas County must rely on duplexes, triplexes, and single-family attached and detached dwellings (including manufactured homes) since there are only 1,497 multi-family dwelling units in Douglas County (See Table 1). Moreover, between 2010 and 2016, only 1 duplex has been permitted and only 55 multi-family units have been constructed (including 30 units for Parkway Vista Senior Apartments in Gardnerville), which has not kept up with the demand for these types of housing units.

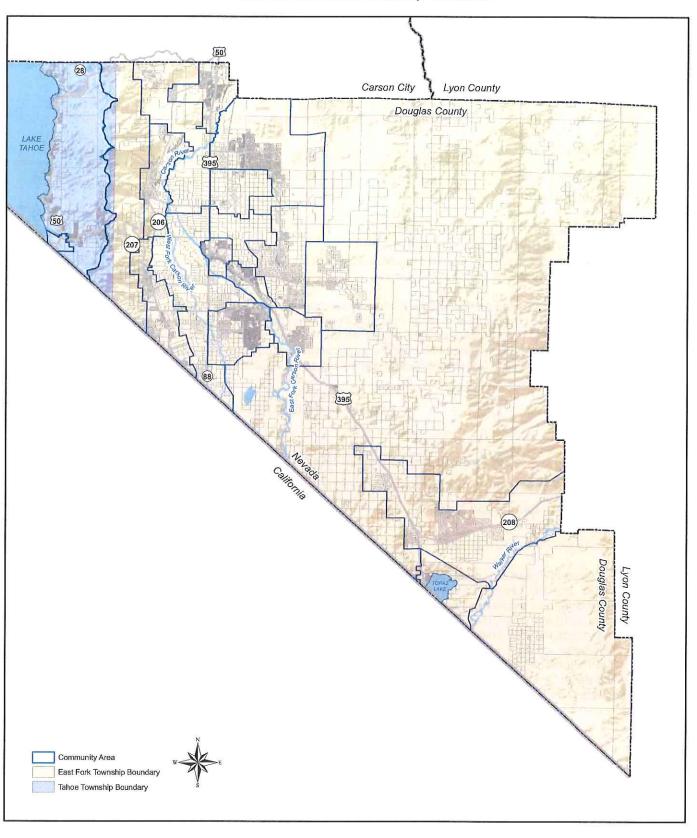
#### Table 5

Year	Total Units	Occupied Units	Percent of Occupied Units	Owner- Occupied Units	Percent of Total Occupied Units	Renter- Occupied Units	Percent of Total Occupied Units
2010	23,671	19,638	83.0%	14,105	71.8%	5,533	28.2%
2014	23,677	19,765	83.5%	14,050	71.1%	5,715	28.9%
2015	23,710	19,779	83.4%	13,735	69.4%	6,044	30.6%

#### Household Tenure in Douglas County, 2010 Census and 2015 ACS

Source: 2010 Census and American Community Survey Five-Year Estimate 2014 and 2015

Map 1 East Fork and Tahoe Township Boundaries



122

Table 6 provides information on the number of vacant units in Douglas County based on the 2010 Census and more recent five-year estimates from the ACS. According to the ACS Surveys, the number of dwellings for sale decreased from 403 to 220 in 2015. The number of dwellings available for rent have decreased from 790 in the 2010 Census to 216 units in 2015.

Total Vacant	2010 Census	2013 ACS	2014 ACS	2015 ACS
Available for Sale	403	239	228	220
Available for Rent	790	409	198	216
Other Vacant*	2,840	3,544	3,486	3,495

### Table 6Vacant Units in Douglas County, 2010 to 2015

Source: 2010 Census, ACS Five-Year Surveys

\*Other Vacant includes seasonal, recreational, or occasional units as well as units that are rented or sold, but not occupied. In the 2010 Census, 2,303 units (9.7 percent), were seasonal.

Table 7 compares the average household size for renter and owner households in Douglas County. The overall average household size for all occupied housing units in 2010 was 2.38 but the average size for owner-occupied households was 2.35 compared to 2.47 for renter-occupied households. The 2011-2015 ACS reported that the average household size for owner-occupied households had decreased slightly to 2.33 while the average household size for renter-occupied households had increased slightly to 2.48

#### Table 7 Average Household Size

	2010 Census	2011-2015 ACS
Average Household Size of Owner-Occupied Unit	2.35	2.33
Average Household Size of Renter-Occupied Unit	2.47	2.48

Source: 2010 Census and 2011-2015 ACS

#### RESIDENTIAL BUILDING PERMITS

As shown in Figure 6, building permit activity in Douglas County has increased since the Great Recession period. In 2006, permits for new single-family homes totaled 418 but dropped to 38 permits in 2011. Permits for new single-family homes now exceed 100 per year with 146 and 164 permits in calendar years 2015 and 2016, respectively. Although the single-family market is improving, the multi-family market has remained lackluster. Since 2006, only 6 duplex units and 152 units of multi-family housing have been constructed in Douglas County. The 21 units of multi-family in 2010 was for the Mahogany Court affordable apartments in Minden while the 34 units in 2013 included 30 units for the Parkway Vista Affordable Senior development in Gardnerville. Building permits for new manufactured single-family homes have been less than 5 per year.

2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 Single-Family Man, Home Duplex Multi-Family Single-Family Man. Home Multi-Family Duplex

Figure 6 Residential Building Permits, 2006-2016

#### SALES TRENDS

The single-family housing market has improved since the Great Recession. As shown in Figure 7, housing sales in the East Fork Township increased from 595 in 2010 to 941 in 2016. For the Tahoe Township, single-family sales totaled 92 in 2010 but increased to 121 in 2016. Average sales prices for homes sold in both Townships are depicted in Figure 8. Tahoe Township home prices dropped to under \$750,000 in 2012 but have normally stayed above \$900,000. Housing prices in the rest of Douglas County have been steadily increasing since 2011

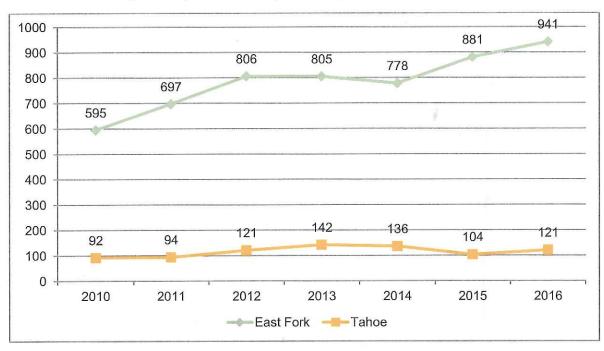


Figure 7 Single-Family Sales in Douglas County, 2010- 2016, by Township

Figure 8 Average Single-Family Sales Prices, 2010-2016, by Township

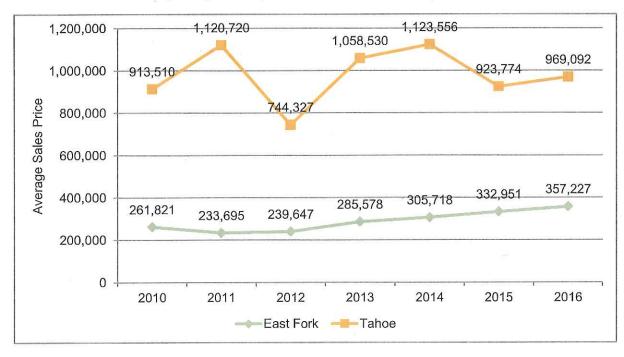
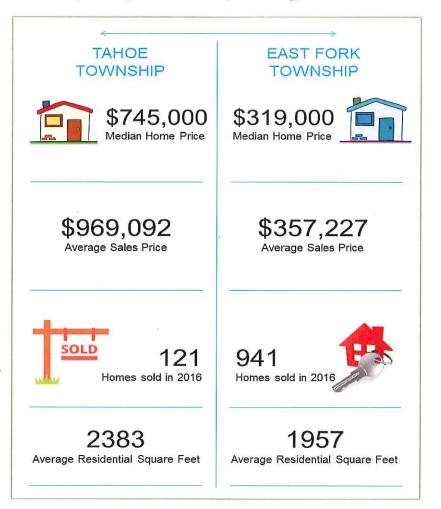


Figure 9 provides a snapshot of the 2016 housing market for single-family homes in Douglas County. Sales Prices in the Tahoe Township are approximately 200 to 300 percent higher than those in the East Fork Township. The median sales price for a single-family home in the East Fork Township was \$319,000 compared to \$745,000 in the Tahoe Township. The average sales price for the Tahoe Township was \$969,092, however, compared to \$357,227 for East Fork. The average residential square feet for single-family homes is 2,383 in the Tahoe Township compared to 1,957 square feet for homes in the East Fork Township. The national average was 2,392 square feet (2010 Census).

Figure 9 Single-Family Market in Douglas County, 2016



#### EVICTIONS AND FORECLOSURES

In Nevada, landlords can evict tenants based on the Five-Day Late Payment regulation (NRS 40.2512) or the 30-day "No Cause" regulation. As shown in Table 8, the East Fork Justice Court served 861 renters with eviction notices during 2015 and 2016. Of this total, only 6 notices were successfully contested by the tenants.

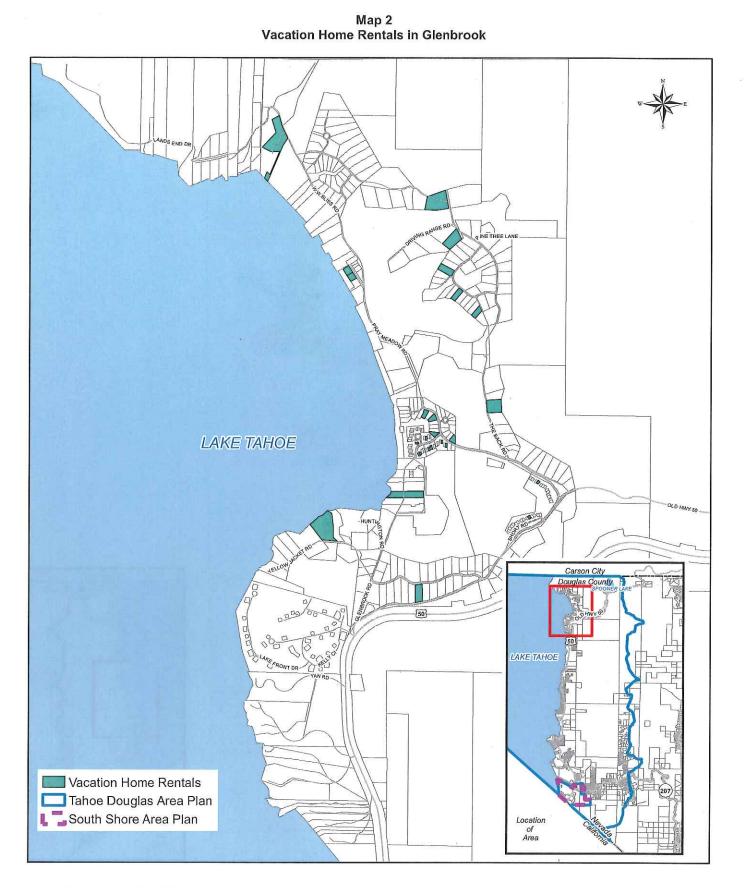
### Table 8 Evictions in East Fork Township, 2015 and 2015

Year	Evictions Served
2015	473
2016	388
Total	861

There were 62 homes in the foreclosure process in Douglas County as of November 2017 (Zillow). The homes are located in all areas of the County. By comparison, there were 58 home foreclosures in Carson City, 38 foreclosures in Churchill County, and 98 foreclosures in Lyon County.

#### VACATION HOME RENTALS

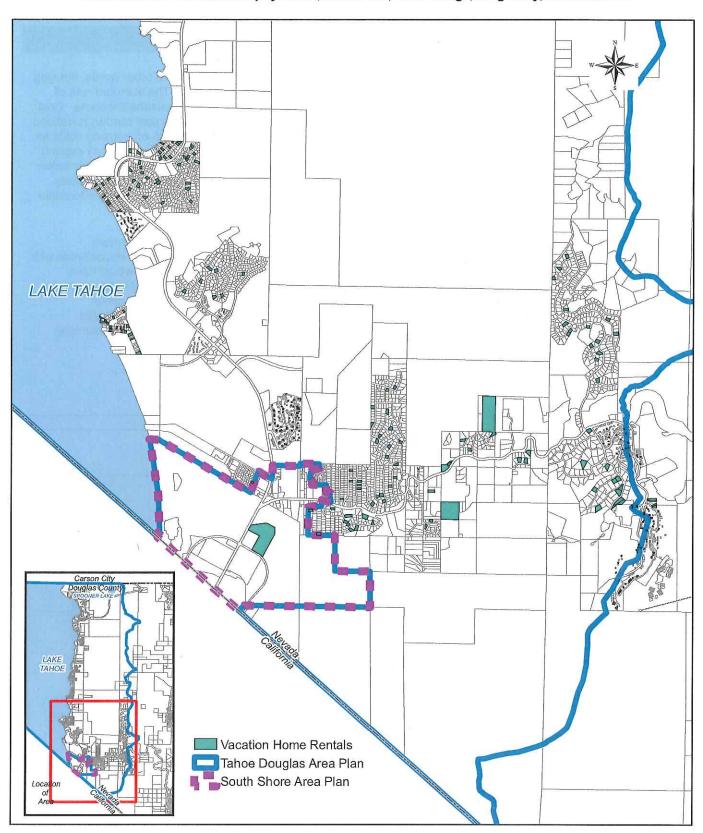
Douglas County adopted a Vacation Home Rental (VHR) Ordinance in 2005 (Chapter 5.40). The ordinance only applies to properties located in the Tahoe Township (See Map 1). As of October 2016, there are 407 registered VHRs in the Tahoe Township. Although VHRs are prohibited in the Carson Valley (East Fork Township), review of VHR web sites indicates there are several VHR's operating in the Carson Valley. Douglas County is now considering amendments to the existing ordinance which may include stricter regulations as well as expansion of the VHR ordinance to the East Fork Township. Maps 2-4 depict the location of VHRs in the north, central, and southern portions of the Tahoe Basin in Douglas County.



128

LAKE TAHOE Carson City Douglas County 50 SAD LAKE TAHOE Vacation Home Rentals Tahoe Douglas Area Plan Location of Area South Shore Area Plan

Map 3 Vacation Home Rentals in Cave Rock Estates, Lincoln Park, and Skyland



Map 4 Vacation Home Rentals in Zephyr Cove, Round Hill, Lake Village, Kingsbury, and Stateline

#### AFFORDABLE HOUSING

Affordable housing includes, market rate housing as well as subsidized housing. In other words, housing is affordable if it does not require a significant percentage of household income. The standard rule of thumb is that housing costs, including utilities, should not exceed 30 percent of household income. Cost burden is defined as housing costs that exceed 30 percent of income while severe cost burden Is defined as housing costs that exceed 50 percent of household income. Further, the focus is on housing costs for low-income households, or those below 80 percent of median income. Some communities may expand the income eligibility above 80 percent but usually affordable housing programs target households below 80 percent of median income. Housing can be affordable to low-income households without subsidies, but in tight housing markets, it becomes very difficult to find rental or owner-occupied housing affordable to low-income households without some form of subsidy.

Figure 10 provides a breakdown of household income distribution in Douglas County by tenure. Households below 30 percent of median income include 705 owners and 1,140 renters. Households with incomes below 30 percent of median income are defined as extremely low-income and would have incomes ranging from \$14,750 to \$24,300 depending on household size. For households with incomes between 30 and 50 percent median income, there are 980 renter households and 1,165 owner households. As household income increases, the proportion of owner-occupied households also increases. The tenure breakdown for households above 100 percent of median income, for example, includes 8,510 owner households and 1,790 renter households.

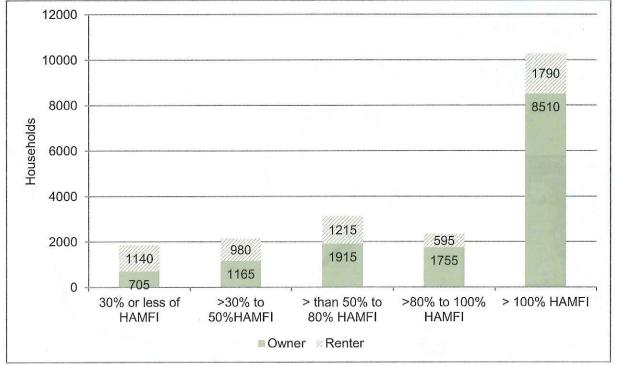


Figure 10 Household Income Distribution, by Tenure

Source: Comprehensive Housing Affordability Strategy (CHAS) based on 2010-2014 American Community Survey. HAMFI is the HUD Adjusted Median Family Income.

HOUSING ELEMENT

As shown in Table 9, the FY 2016 Median Family Income for Douglas County is \$69,400. This is based on a family of four. To qualify for subsidized affordable housing that serves low-income households (up to 80 percent of median income), a household of four could not have income above \$56,150 per year. The income restrictions for affordable housing vary depending on the type of housing (e.g., permanent vs. transitional, owner or renter-occupied). Some affordable housing programs, such as the Low-Income Housing Tax Credit, target populations below 60 percent of median income.

	Household	d Size	
1	2	3	4
\$14,750	\$16,850	\$20,160	\$24,300
\$24,600	\$28,100	\$31,600	\$35,100
\$39,350	\$44,950	\$50,550	\$56,150
	\$24,600	1         2           \$14,750         \$16,850           \$24,600         \$28,100	\$24,600 \$28,100 \$31,600

	Table 9				
<b>Douglas County</b>	Income	Limits,	FY	2016	

Source: HUD Income Limits, FY 2016(4/13/2016)

Table 10 breaks out the number of low-income owners and renters (below 80 percent of median income) that are experiencing severe cost burden (paying more than 50 percent of household income for housing costs, including utilities). For renter households with incomes below 30 percent of HAMFI, 76.3 percent of the households are paying more than 50 percent of their income for housing. Cost burden for owner households with incomes below 30 percent of these households with incomes below 30 percent of these households paying more than 50 percent of their income for housing.

Table 10 Cost Burden for Low-Income Households in Douglas County

Household Income	Housing Cost Burden (Housing Cost > 30%)	Severe Housing Cost Burden (Housing Cost > 50%)	Total Households	% with Housing Cost Burden	% with Severe Housing Cost Burden
Renters					
< or = to 30% HAMFI	900	870	1,140	78.9%	76.3 %
30% to 50%HAMFI	785	430	980	80.1%	43.9%
>50% to 80% HAMFI	695	135	1,215	57.2%	11.1%
Owners					
or = to 30%HAMFI	525	425	705	74.5%	60.3%
30% to 50% HAMFI	715	430	1,165	61.4%	36.9%
>50% to 80% HAMFI	795	375	1,915	41.5%	19.6%

Source: 2017 Comprehensive Housing Affordability Strategy (CHAS), based on 2010-2014 American Community Survey. HAMFI is the HUD Area Median Family Income.

Cost burden remains the most significant housing problem for low-income renter and owner households in Douglas County. Figure 11 provides information on the Fair Market Rents (FMRs) for the County and the wage required to support the FMRs based on housing costs not exceeding 30 percent of household

HOUSING ELEMENT

income. The fair market rent for a one bedroom unit is \$705 per month, for example. To afford this unit, a household would need an hourly wage of \$13.15 per hour, or an annual salary of \$37,120.

The minimum hourly wage for an employee without health insurance is \$8.25 (or \$7.25 with health insurance). As shown in Figure 11, minimum wage workers could not afford more than \$429 per month based on the 30 percent standard for affordable housing. The Leisure and Hospitality sector, which has the highest number of employees in the County, has an average hourly wage of \$13.94 (DETER 2015). Affordable housing for leisure and hospitality workers could not exceed \$724 per month based on the 30 percent standard for affordable housing. For a Douglas County School District teacher making \$17.51 per hour, the affordable housing cost would be \$910 per month. Finally, for a Deputy Sherriff starting in the Douglas County School percent. Housing would be equal to \$1,041 per month. Housing costs include the actual monthly rent or mortgage as well as utilities.

	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom
Fair Market Rent Fiscal Year 2017	\$589/month	\$705/month	\$928/month	\$1,351/month
Housing Wage	\$11.33	\$13.56	\$17.85	\$25.98
Annual Salary Needed to Afford Housing	\$23,560	\$28,200	\$37,120	\$54,040
Work Hours/ Week at Minimum Wage	55	66	87	126

#### Figure 11 FY 2017 Fair Market Rents in Douglas County and Salaries Needed to Afford Housing

Employment	Minimum Wage	Leisure & Hospitality	School District	Deputy Sheriff
Hourly Wage	\$8.25	\$13.94	\$17.51	\$20.02
Annual Salary	\$17,160	\$28,988	\$36,431	\$41,641
Affordable Housing /month	\$429	\$724	\$910	\$1,041

### AFFORDABLE HOUSING INVENTORY

Affordable housing in Douglas County is provided through subsidized housing units as well as Housing Choice Vouchers provided by the Nevada Rural Housing Authority.

Table 11 provides information on the affordable housing developments in Douglas County. At the current time, there are 442 affordable units, both renter and owner-occupied.

Name of Development	Number of Units	Population	Income Target	Location
Renter-Occupied Units				
Aspen Grove	39	Families	N/A	Stateline
Crestmore Village- Phase I*	40	Families	45%, 50%	Gardnerville
Crestmore Village- Phase II	40	Families	30%, 45%	Gardnerville
Kingsbury Manor	36	Families	N/A	Minden
Lake Vista 1*	24	Families	60%	Kingsbury
Lake Vista II*	40	Families	60%	Kingsbury
Mahogany Court	21	Families	N/A	Minden
Meadow Brook	30	Families	N/A	Stateline
Parkway Vista	30	Seniors	40%, 50%	Gardnerville
Rancho Vista	36	Families	N/A	Gardnerville
Summit Crest*	28	Families	45%	Indian Hills
Owner-Occupied Units				
Arbor Gardens*	78	Families	110%	Gardnerville
Total	442			

 Table 11

 Renter and Owner-Occupied Affordable Housing in Douglas County, 2016

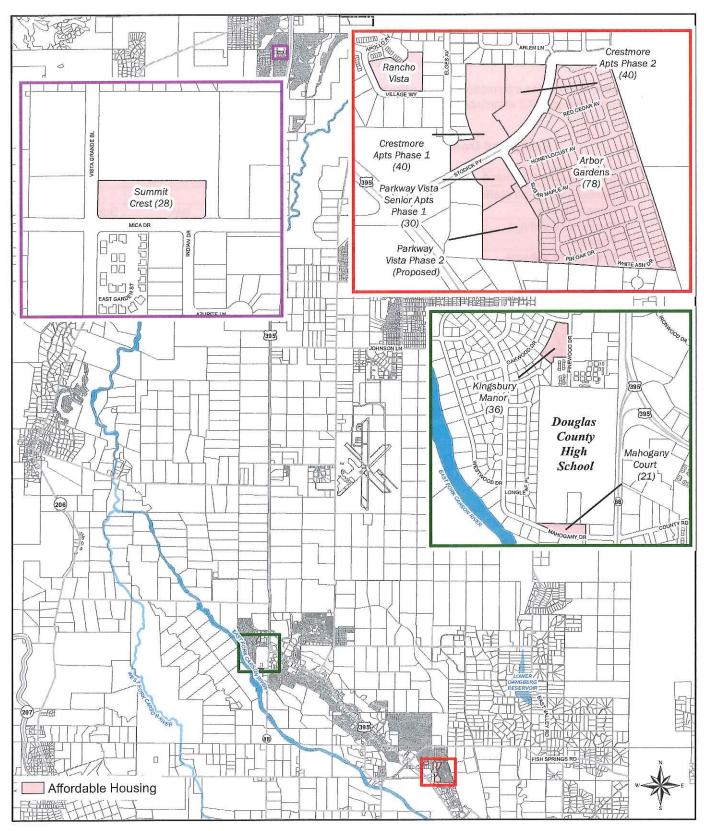
Aspen Grove, Lake Vista, and Meadow Brook are TRPA Mitigation Projects \*Developments with Douglas County Affordable Housing Agreements

The only deed-restricted owner-occupied affordable housing in Douglas County is located at Arbor Gardens in Gardnerville. The subdivision includes 160 single family detached dwellings and 78 of these units are deed restricted. Since the developer entered into a density bonus agreement with Douglas County, the units will remain deed restricted for 15 years (as compared to 30 years for affordable rental housing). The deed restrictions for the affordable units at Arbor Gardens will begin to expire in September 2017.

The Nevada Rural Housing Authority provides several programs to provide affordable home ownership to Nevada Residents. Under its Home At Last Programs, NRHA has provided down payment assistance to 179 families, for a total of \$35,470,477. The Mortgage Credit Certificate Program has assisted 141 families for a total of \$27,939,156.

Map 5-6 displays the location of subsidized affordable housing in Douglas County. Affordable rental housing in the Carson Valley includes units at Crestmore Village, Kingsbury Manor, Mahogany Court, Parkway Vista, Rancho Vista, and Summit Crest. Affordable rental housing in the Tahoe Region includes Lake Vista, Aspen Grove, and Meadow Brook.

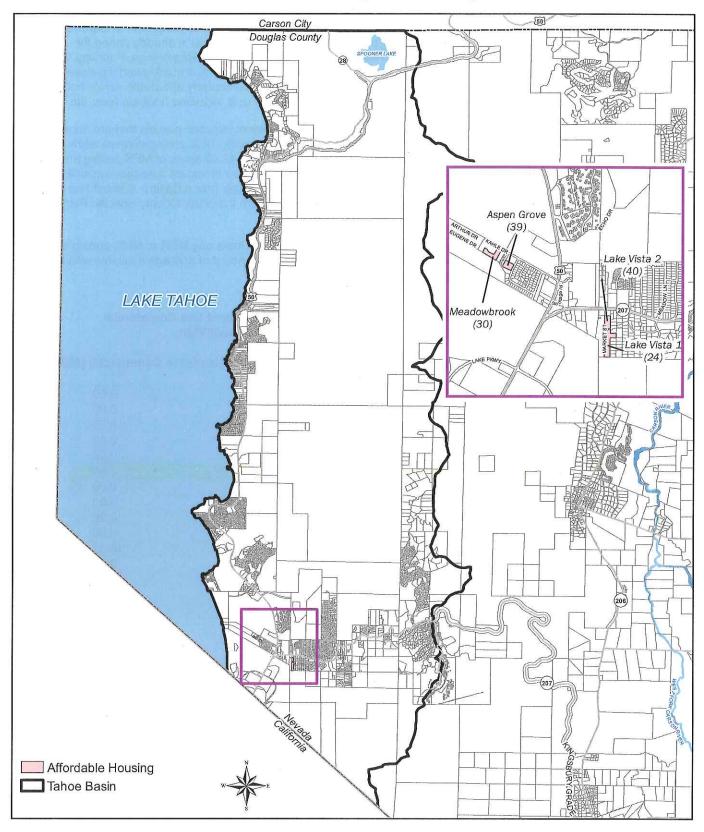
Map 5 Affordable Housing in the Carson Valley



HOUSING ELEMENT

SECOND DRAFT

Map 6 Affordable Housing in the Tahoe Region



HOUSING ELEMENT

SECOND DRAFT

The only affordable rental units for seniors are in the 30-unit Parkway Vista development in Gardnerville. Although Phase II of Parkway Vista has not been started, the five acre parcel is already zoned for additional affordable multi-family housing. According to the developer, New Beginnings, Parkway Vista has maintained 100 percent occupancy. Units that become vacant are rented quickly and the developer believes there is still a need for senior housing in Douglas County, particularly affordable senior housing. The Parkway Vista development cost approximately \$116,000 per unit, including hook-up fees, etc.

The amount of vacant acreage available for multi-family development includes parcels that are zoned either MFR (Multi-Family Residential) or MUC (Mixed-Use Commercial). Both zoning districts allow up to 16 dwelling units per acre. As shown in Table 12, there are currently 42.40 acres of MFR zoning and 17.97 acres of MUC zoning. In other words, there are only 60.37 acres of vacant acreage available for Multi-Family Residential development in Douglas County (outside of the Tahoe Basin). It should be noted that approximately 64 acres of multi-family zoning was removed from the North County Specific Plan in 2001.

Rural communities such as East Valley and Fish Springs would not have any MFR or MUC zoning since they are not located within an Urban Service Area. However, the amount of acreage available within the urban service areas of the Towns is very low.

Community or Regional Plan	Multi-Family Residential (MFR)	Mixed-Use Commercial (MUC)
Airport	0.00	0.00
Agriculture	000	0.00
East Valley	0.00	0.00
Fish Springs	0.00	0.00
Foothills	0.00	0.00
Gardnerville*	19.75	1.66
Gardnerville Ranchos	3.65	0.00
Genoa	0.00	0.00
Johnson Lane	0.00	0.00
Indian Hills/Jacks Valley	2.18	0.00
Minden	12.65	16.31
Ruhenstroth	0.00	0.00
Pinenut	0.00	0.00
Sierra	4.17	0.00
Topaz Lake	0.00	0.00
Topaz Ranch Estates/Holbrook Junction	0.00	0.00
TOTAL	42.40	17.97

# Table 12 Vacant Acreage Zoned Multi-Family Residential or Mixed Use Commercial in Douglas County, by Community/Regional Plan

\*Includes 5.08 acres for Phase II of Parkway Vista Development

The Nevada Rural Housing Authority (NRHA) is providing Housing Choice Vouchers to 290 households, for a total of 1,202 individuals, in Douglas County. The Housing Choice Vouchers can be used for up to 110 percent of the fair market rents. Tenants are allowed to use up to 40 percent of their household income for the first year of the program. At the end of 2016, NRHA had closed its waiting list for Housing Vouchers. Of the 1,202 individuals served, 226 are disabled and 272 are 55 years or older. None of these vouchers are used at subsidized developments. The annual rental assistance amounts to \$1,802,940. According to NRHA, there were 1,393 housing choice vouchers for the entire state (outside of Clark and Washoe Counties) The voucher waiting list is closed and there are 800 people on the

HOUSING ELEMENT

current waiting list. In addition to Housing Choice Vouchers, NRHA also provides Tenant-Based Rental Assistance (TBRA) for Homeless Families and VASH-Rental Assistance for Veterans. Figure 12 depicts the location of NRHA vouchers in Douglas County based on zip codes. The highest percentage of vouchers are located in the Gardnerville Ranchos and Gardnerville at 36 percent and 35 percent respectively. The Indian Hills/Jacks Valley zip code contains 14 percent of the total vouchers while the Minden zip code accounts for 10 percent of the total vouchers in the County.

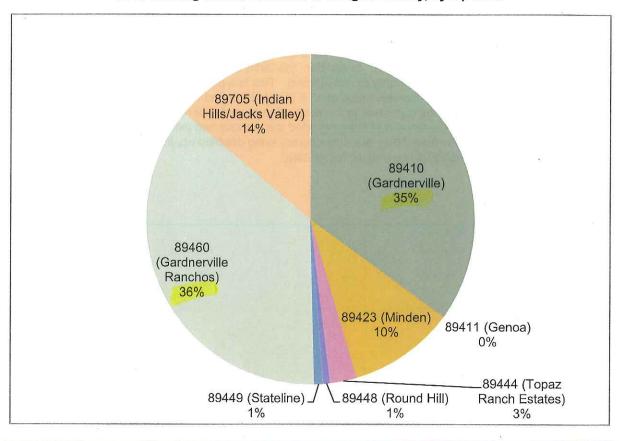


Figure 12 2016 Housing Choice Vouchers in Douglas County, by Zip Code

## SUPPORTIVE HOUSING

Supportive housing provides permanent housing for the frail elderly as well as individuals with disabilities, such as severe and persistent mental illness, developmental disabilities, and physical disabilities (e.g., traumatic brain injury). Many disabled people rely on Supplemental Security Income (SSI), which currently provides \$771 a month to individuals. Affordable rent for someone on SSI could not exceed \$231 per month.

At the current time, there is no affordable supportive housing in Douglas County. The Family Support Council is pursuing the development of supportive housing for persons with development disabilities. The proposed housing, to be known as Jesse's Ranch, would be located on the Seaman Ranch property in Minden.

HOUSING ELEMENT

### EMERGENCY AND TRANSITIONAL HOUSING

The supply of emergency and transitional housing in Douglas County is very limited. The Family Support Council operates Abbey Crossing, a domestic violence shelter. Austin's House provides emergency shelter for children up to age 18 and was funded in part with Community Development Block Grant (CDBG) funds.

Douglas County Social Services is able to provide temporary housing in motels using funding from the Nevada Low-Income Housing Trust Fund. Douglas County used to apply for approximately \$8,000 in Continuum of Care Emergency Solutions Grant (ESG) funds but no longer participates in the program.

Douglas County participated in the 2016 Point-in Time Count for the Rural Continuum of Care. A total of nine individuals were found on the streets. In addition, the 2016 Continuum of Care reported 122 homeless students in the Douglas County School District. This is a decrease from the comparable 2012 Continuum of Care count of 202 homeless students. It should be noted that the number of homeless children living in hotels and motel continues to increase. There were four children living in hotels and motels in 2011 but the 2016 Continuum of Care reported the number had increased to 22 children. Children are considered homeless if they are unsheltered, living doubled up, living in a hotel/motel, or else living in a shelter, transitional housing, or foster care.

### HOUSING ISSUES AND OPPORTUNITIES

#### 2016 MASTER PLAN SURVEY

According to persons who participated in the 2016 Master Plan Survey, the Housing Element was rated as one of the top three Master Plan Elements needing improvement, after Growth Management and Land Use. Several survey respondents expressed concern with the lack of diverse housing stock and the expensive housing market in Douglas County. Some of the comments included, "More affordable rental apartments for young adults," "55 Plus Senior Housing and Senior Section 8," Rental Housing and Jobs," and "More truly affordable rentals for small families with pets and imperfect credit." One survey respondent implored the County to "implement some protections for renters." Another survey respondent stated they were paying \$800 to \$900 per month for a 1 bedroom apartment after utilities and stated "There's no way anyone working for minimum wage could afford it and there's very few jobs around here that pay more than minimum wage." One parent provided the following comment, "I am concerned about housing options....My daughter has been trying to move back to Gardnerville for almost two years and there is just nothing available."

#### INCREASING COUNTY SUPPORT FOR AFFORDABLE HOUSING

At the current time, the County's housing responsibilities are located in Douglas County Social Services and the Douglas County Community Development Department. Douglas County Social Services receives federal and state funding to provide emergency housing vouchers and case management. Douglas County Community Development reviews all development proposals, applies for CDBG funding on behalf of the County, Towns, and non-profit organizations, and monitors the deed restricted units at Arbor Gardens.

It may be beneficial for the County to create a dedicated division or department to address housing issues in the County. To address the County's capacity to address housing issues, it may be helpful for the Board of Commissioners to establish a Housing Task Force in 2018. The Task Force would include major employers, the Carson Valley Chamber of Commerce, non-profits organizations, and other stakeholders.

The County has adoted a memorandum of understanding (MOU) with the Nevada Rural Housing Authority which supports the development of affordable housing, rehabilitation of existing structures, and various affordable housing initiatives. One of the first steps outlined in the MOU is to develop a task force to review impediments to affordable housing.

#### GROWTH MANAGEMENT ORDINANCE EXEMPTIONS FOR AFFORDABLE HOUSING

The County's Growth Management Ordinance has been amended over the years to provide exemptions for certain types of housing. At the current time, deed restricted affordable housing is exempted from the Growth Management Ordinance and developers do not need to secure allocations for the affordable units. All property owners who wish to construct an accessory dwelling unit (ADU) on their property, however, must currently apply for a Building Permit Allocation under the County's Growth Management Ordinance, including the payment of \$361. Since many of the ADUs provide affordable housing for relatives and/or tenants, it is recommended that the County amend the Growth Management Ordinance and exempt ADUs from the Growth Management Ordinance.

## EMPLOYEE RECRUITMENT AND RETENTION

The lack of affordable housing in Douglas County makes it difficult to recruit new public and private sector employees. As a result, the lack of affordable housing impacts economic development strategies. During stakeholder interviews, a repeated comment was the difficulty of recruiting new employees due to the lack of affordable housing in Douglas County.

The survey at the September 2016 Critical Issues Conference Douglas Business Group also reinforced this problem. When the participants were asked if there was sufficient housing stock to serve their employees, the response was 87 percent "No" and 13 percent "Yes" (based on 76 responses). When asked what the County could do to help, the responses were:

- 1) More single family residential (8 responses, or 11 percent)
- 2) More Multifamily (apartments and condos) (17 responses, or 24 percent)
- 3) Create live/work environments (2 responses, or 3 percent)
- 4) All of the above (43 responses, or 61 percent)

The lack of affordable housing also means that many employees in Douglas County need to commute to Douglas County for work, thereby adding to traffic congestion on County, state, and federal roads.

## IMPROVING COUNTY DENSITY BONUS AND AFFORDABLE HOUSING AGREEMENT ORDINANCE

Douglas County adopted the Density Bonus and Affordable Housing Agreement Ordinance in 1996 (Chapter 20.440). Prior to 2001, the ordinance allowed affordable housing developers to request a density bonus of up to 25 percent where either: a) up to 20 percent of the units are affordable to households earning between 51 and 80 percent of the County's median income (currently \$39,350 to \$56,150; or b) at least 15 percent of the units are affordable to households earning up to 50.9 percent of the median income (currently under \$39,350). In 2001, the County amended the density bonus ordinance to also allow a density bonus if at least 20 percent of the units are owner-occupied single-family residences for households with incomes up to 110 percent of median income. The density bonus ordinance requires developers to record a deed restriction maintaining affordability for 30 years for rental housing or 15 years for for-sale housing.

The only development containing affordable owner-occupied housing is Arbor Gardens. The 160 unit development includes 78 deed restricted units, most of which were purchased between 2003 and 2006. The Affordable Housing Agreement for Arbor Gardens requires the developer to restrict the sale of these homes to households with incomes at 110 percent or less of the County median income. The Fiscal Year 2016 Median Income in Douglas County for a family of four was \$69,400. Applying the 110 percent income qualification would mean that a family of four could have a household income as high as \$76,340.

The 15-year deed restrictions for the affordable units at Arbor Gardens will begin to expire in 2018. Although Douglas County Community Development communicates with realtors who represent potential buyers of deed restricted units (to ensure the potential buyer meets the income restrictions), it has been noted that some of the deed restricted units have either been rented or else sold to buyers who are not income qualified. In 2012, the Community Development Department identified at least 17 deed restricted units that were sold without approval of the buyer by the County. In other words, these sales may have violated the deed restrictions and provided a windfall to the previous owner.

The Density Bonus Program was last used in 2007 for the Summit Crest Apartments on Mica Drive in Indians Hills GID.

HOUSING ELEMENT

The County could increase the supply of affordable housing by requiring developers of large subdivisions to provide 20 or 15 percent of the units as affordable housing. Arbor Gardens provides a good example of how this can work. There are several recommended changes to the County's Density Bonus Ordinance:

- 1) Remove the 2001 Amendment which raised the income limit to 110 percent of median income for the deed restricted units in the Arbor Gardens subdivision.
- 2) Remove the reference to special needs populations in the current ordinance. None of the affordable housing agreements target special needs populations.
- 3) Remove the "adverse impact" language in the current ordinance. This is a broad term that raises possible fair housing concerns.
- 4) Make the Density Bonus Agreement mandatory for all residential developments (owner and renteroccupied units) with more than 50 dwelling units. For example, a proposed subdivision with 160 units would be given a density bonus in return for the provision of affordable housing units.

#### INCREASING HOUSING DIVERSITY IN DOUGLAS COUNTY

The housing stock in Douglas County continues to contain more than 70 percent single-family detached units. To encourage more housing diversity as well as more affordable owner and renter-occupied residential development, the County could pursue the following options:

- 1) Remove the requirement that multi-family residential development obtain Multi-Family Residential land use designation for MFR (Multi-Family Residential) zoning and permit MFR zoning as a permitted zoning district within the Commercial land use category.
- 2) Lower the percentage of commercial usage required in MUC zoning districts.

#### VISITABILITY FOR NEW SINGLE FAMILY DETACHED AND ATTACHED HOMES.

The only dwelling units which are required to be accessible under the American with Disabilities Act (ADA) are multi-family developments with more than 4 units. Otherwise, single-family and single-family attached dwellings are not required to be accessible to persons with physical disabilities. To create housing that is more sustainable for current and future residents, Douglas County could require all new single family detached and attached dwellings to meet visitability standards. This would include one atgrade entrance, wider hallways on the first floor, and one accessible bathroom on the first floor of the dwelling. Requiring visitability standards now will avoid the need for homeowners to install ramps and accessibility modifications in their homes, which are often expensive. Visitability presents an opportunity for residents to age in place.

#### NRHA VOUCHERS IN DOUGLAS COUNTY

At the current time, NRHA provides vouchers to 290 households in Douglas County. The vouchers are used throughout the County and are not currently used in any of the subsidized affordable housing developments. Many landlords and apartment complexes do not accept Housing Choice Vouchers, however, which can mean that the supply of housing available for voucher holders is restricted. The County may want to explore incentives for landlords to accept vouchers.

## HOUSING ELEMENT GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions for the Douglas County Housing Element set forth priorities for the next five to ten years.

#### HOUSING GOAL 1

## TO INCREASE HOUSING OPPORTUNITIES IN DOUGLAS COUNTY BY REMOVING REGULATORY BARRIERS.

Housing Policy 1.1	Douglas County will support local efforts to increase affordable and supportive housing for families, elderly, and disabled populations.
Housing Action 1.1	Amend the Douglas County Development Code to include a provision on reasonable accommodation, in conformance with the Fair Housing Act.
Housing Action 1.2	Amend the Douglas County Development Code to remove limits on the number of unrelated persons that can live in a dwelling unit.
Housing Action 1.3	Amend the Douglas County Development Code to include minimum density requirements in the multifamily residential and mixed use commercial zoning districts.
Housing Action 1.4	Douglas County will review the single-family design standards in the Development Code to determine whether or not impediments exist for the development of moderately priced entry level homes including single-family attached units.
Housing Action 1.5	Douglas County will revise the criteria in the Mixed-Use Zoning District to reduce the percentage of commercial usage required in MUC Zoning Districts.
Housing Action 1.6	Douglas County will amend the Building Permit Allocation and Growth Management Ordinance to exempt accessory dwelling units from the allocation provisions of the Ordinance.
HOUSING GOAL 2	

TO INCREASE AWARENESS OF AFFORDABLE HOUSING NEEDS IN DOUGLAS COUNTY

Housing Action 2.1 Douglas County shall convene a Housing Task Force during 2018 to examine housing issues in the County, including County organizational issues, and will prepare a report with housing recommendations to the Board of Commissioners by 2019. Housing Action 2.2

As part of the required annual report on the Master Plan, include a status report on affordable housing in Douglas County, including developments with density bonuses.

HOUSING GOAL 3

TO REDUCE PREDEVELOPMENT COSTS ASSOCIATED WITH AFFORDABLEHOUSING DEVELOPMENTS, INCLUDING LAND ACQUISITION, AND OTHER UP FRONT DEVELOPMENT COSTS.

Housing Policy 3.1

Support developments that include affordable housing with reduced development and building permits fees as well as reduced water and sewer fees.

Housing Action 3.1

Prepare recommendations on strategies to reduce predevelopment costs for affordable housing, including donation of County tax parcels.

HOUSING GOAL 4

TO INCREASE AFFORDABLE RENTAL HOUSING UNITS FOR ELDERLY AND DISABLED HOUSEHOLDS IN THE MINDEN/GARDNERVILLE AREA AND INDIAN HILLS.

Housing Policy 4.1 Housing units for qualified elderly and disabled households shall be eligible for project cost reductions by exceeding Fair Housing and ADA accessibility requirements.

Housing Action 4.2 Develop an additional 40 to 80 units of affordable rental units within ten years for elderly and disabled households.

HOUSING GOAL 5

TO INCREASE AVAILABILITY OF AFFORDABLE HOMEOWNERSHIP OPPORTUNITIES FOR HOUSEHOLDS WITH INCOMES UP TO 80 PERCENT OF AMI.

Housing Policy 5.1	Support community land trusts to develop and maintain entry-level housing stock for households with incomes below 80 percent of median income.	U FR?
Housing Policy 5.2	Encourage property owners to re-zone parcels as MFR or MUC within urban services areas of Douglas County.	
Housing Policy 5.3	Continue to support and retain Nevada Rural Housing Authority and USDA first time homebuyer programs in Douglas County.	
Housing Action 5.1	Douglas County will amend the Density Bonus ordinance to require developers to include a percentage of affordable units in large subdivisions in return for a density bonus.	

At grussing

#### HOUSING GOAL 6

# TO INCREASE HOUSING OPPORTUNITIES FOR SPECIAL NEEDS HOUSEHOLDS INCLUDING PERSONS WITH PHYSICAL AND MENTAL DISABILITIES, THE ELDERLY, AND AT-RISK CHILDREN.

	The County shall cooperate with developers in the production of dwelling units accessible to persons with disabilities and shall encourage developers to consider incorporating minimal changes in the percentage of new units, which would make them more usable for persons with disabilities while not otherwise affecting their marketability.	C
Housing Policy 6.2	Work with local housing groups to assist disabled persons with	

Work with local housing groups to assist disabled persons with accessibility modifications. Encourage housing finance agencies such as, USDA, Nevada Housing Division and the Rural Nevada Housing Authority to make available housing rehabilitation funds for accessibility projects in Douglas County.

Housing Action 6.1

Douglas County will prepare recommendations concerning visitability requirements for new single family detached and attached dwelling units.

#### HOUSING GOAL 7

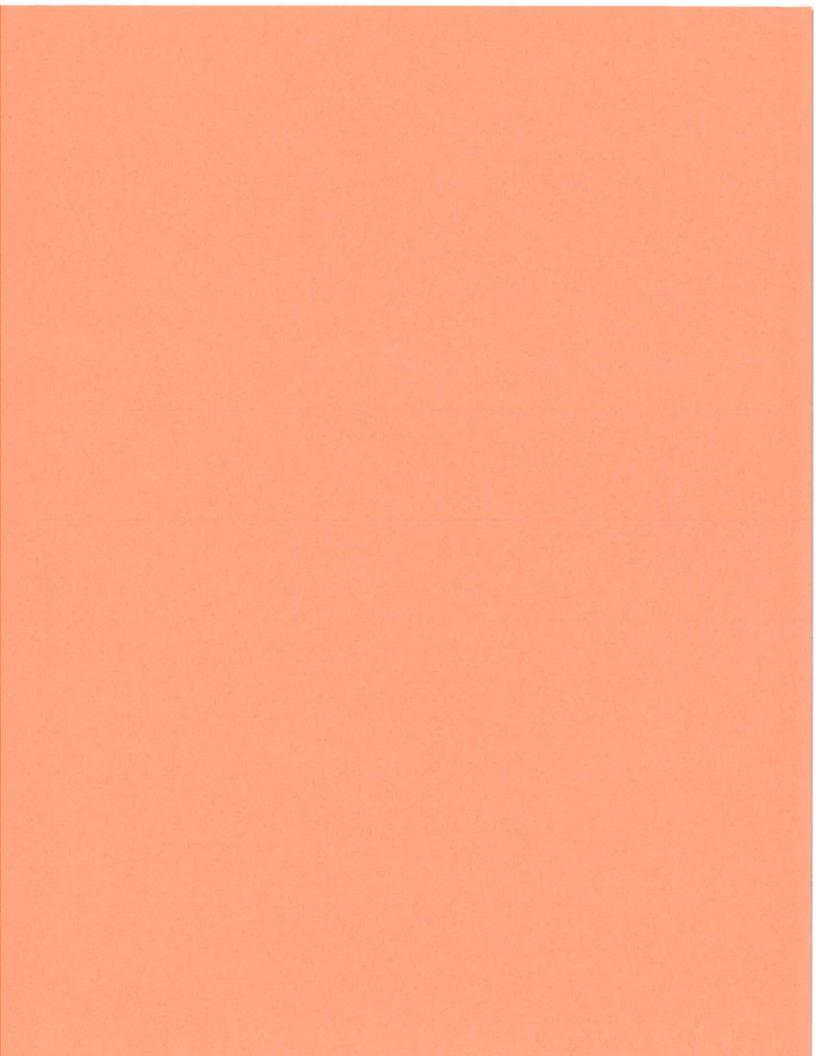
TO INCREASE RESOURCES TO MAINTAIN OWNER-OCCUPIED UNITS IN DOUGLAS COUNTY WITH PREFERENCE FOR ELDERLY HOUSEHOLDS.

Housing Policy 7.1

The County will continue to support existing local and home rehabilitation and weatherization programs in order to reduce ownership expenses and improve health and safety concerns.

Housing Policy 7.2 The County will continue to pursue state and local funding programs to address rehabilitation and weatherization needs in Douglas County.

Swg



## CHAPTER 8 LAND USE ELEMENT

SECOND DRAFT

**NOVEMBER 2017** 



# GARDNERVILLE COMMUNITY PLAN

## LOCATION AND GENERAL DESCRIPTION

The Gardnerville Community Plan (previously included in the Minden/Gardnerville Community Plan) includes the Town of Gardnerville as well as areas adjacent to the Town suited for future development or conservation. The Gardnerville Community Plan includes goals, policies, and action for the entire area as well as specific strategies for the Town of Gardnerville. The total acreage within the Gardnerville Community Plan is 2,169.83 acres.

The Town of Gardnerville was established in 1879 when Lawrence Gilman moved the Kent House from Genoa to a seven-acre tract in the Carson Valley owned by Lawrence Gardner. The Kent House then became the Gardnerville Hotel.

## GARDNERVILLE COMMUNITY PLAN ISSUES AND OPPORTUNITIES

### 2016 MASTER PLAN UPDATE

COMMUNITY WORKSHOPS AND 2016 MASTER PLAN SURVEY

During the Master Plan Community Workshops, there was agreement on the current goals for the Gardnerville Community Plan, but the following comments were submitted:

- 1) Increase greenbelts or parks, to include river parks. Enhance, repair and upgrade existing parks so as to increase the recreation factor for residents and visitors alike
- Increase mixed residential/commercial use in downtown areas. Provide more incentives for development where services already exist. Retain/increase incentives for permanent protection of floodplains, open space, agriculture lands. All of the above = well-balanced, well-planned community.
- 3) Provide for transfer of Receiving Areas to location that makes better sense today, without taking the Receiving Area from the current landowner (s). More multi-family zoning near downtowns. Strong support [for] the TDR program.

#### GARDNERVILLE MAIN STREET PROGRAM

The Gardnerville Main Street District (see Map 2 in the Historic Preservation Element) includes over 200 businesses within its boundaries. The program has relied on support from the Town of Gardnerville and has managed to bring new businesses and new visitors into the downtown area due to the work of one paid staff member, the dedication of many volunteers, and the continued support of the Gardnerville Town Board members and Town Manager. Assembly Bill 417, which would create the State of Nevada Main Street coordinator for Nevada Main Street programs, would provide technical support as well as grants to Main Street programs in Nevada.

#### TRANSPORTATION

Improvement of the US 395 "S Curve" continues to be a priority. This section of US 395 in the Town of Gardnerville is poorly designed for through traffic and has been the site of numerous car, pedestrian, and bicycle accidents over the last few years. The "S Curve" has been identified as a priority for revitalization opportunities, including pedestrian improvements, both in the Town of Gardnerville Plan for Prosperity (2007) and the Douglas County Valley Vision Plan (2013).

#### HOUSING

There are several potential multi-family residential developments that could be underway in the next few years. New Beginnings is interested in moving forward on Phase II of the Parkway Vista Senior Affordable Housing development. Some property owners are beginning to propose Mixed-Use Commercial developments at or near the "S Curve" and within the Commercial Quad south of the Waterloo and US 395 intersection. One vacant 1.66 parcel at the "S Curve" was rezoned from Neighborhood Commercial to Mixed Use Commercial in 2016 and will provide 21 multifamily units along with an office building on the same parcel.

#### PARKING

There is a need to increase pedestrian access to downtown or provide for alternative modes of transportation and to reduce parking requirements for existing or new businesses in the downtown area of Gardnerville through a parking district strategy for the downtowns.

#### ISSUES IDENTIFIED IN PREVIOUS MASTER PLAN UPDATES

#### MINDEN-GARDNERVILLE AS FOCAL POINT OF DOUGLAS COUNTY

Care should be given to preserve the distinctive historic and architectural characteristics of the towns as well as their "small town atmosphere." Strict adherence to design review standards will be important for any new development or redevelopment, especially in the downtown areas. Downtown areas should adopt design guidelines and look into becoming a certified local government.

#### MAJOR COMMERCIAL DEVELOPMENT IN THE DOWNTOWNS

Compact commercial development and revitalization of downtown areas can be aided by intensifying commercial development in the downtown areas and limiting strip development in the expanding areas. Mixed commercial and residential uses, incorporating higher residential densities, are encouraged in the downtowns to add vitality to the areas and reduce automobile congestion and emissions.

#### GARDNERVILLE MAIN STREET PROGRAM

Douglas County and the Town should support the Gardnerville Main Street Program, which has been established to revitalize downtown Gardnerville utilizing design, organization, promotion and economic restructuring to develop the unique identity and preserve the historic nature of the community.

#### OPEN SPACE

Because the Gardnerville area is predominately urban and built out, open space is particularly important for this community. The Martin Slough and the Cottonwood Slough should be considered key areas that could provide open space or a greenbelt for the urbanized community. New developments should be encouraged to provide open pedestrian paths through the development linking developments to the Martin Slough trail system.

#### TRANSPORTATION NETWORK AND ROADWAYS

The combination of intense land uses and the fact that U.S. Highway 395 bisects the community contribute to traffic congestion. Residents have expressed an interest in an alternative road that could relieve traffic problems in the heart of the community. The Muller Parkway is planned to provide alternative service for U.S. Highway 395 as well as the extension of Waterloo Lane connecting to the Stodick Parkway at US 395.

#### HOUSING

Residents have expressed a desire for a variety of housing types in their community, including without limitation smaller lot sizes, including single-family traditional development, and mixed-use commercial, both of which promote density and vitality in the historic district. These smaller types of housing inventory will be the key to bringing back the younger generation to the Valley so they can afford to start a family.

#### URBAN LEVEL OF SERVICE

Urban service levels are appropriate and urban standards should be maintained throughout the community. Streets should be constructed and maintained to urban standards. Community water and wastewater systems are required.

### EXISTING AND FUTURE LAND USES

The Gardnerville Community Plan contains many different future land uses. As shown in Figure 6, Agriculture land uses account for 22 percent of the area followed by Receiving area at 16 percent. The Community Plan designates 8 percent of the area for commercial land uses and for multi-family uses.

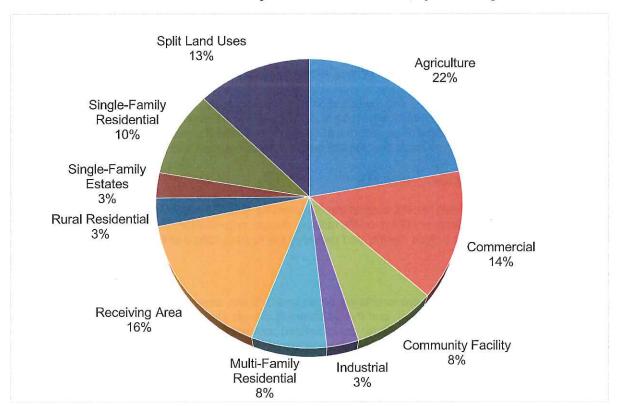
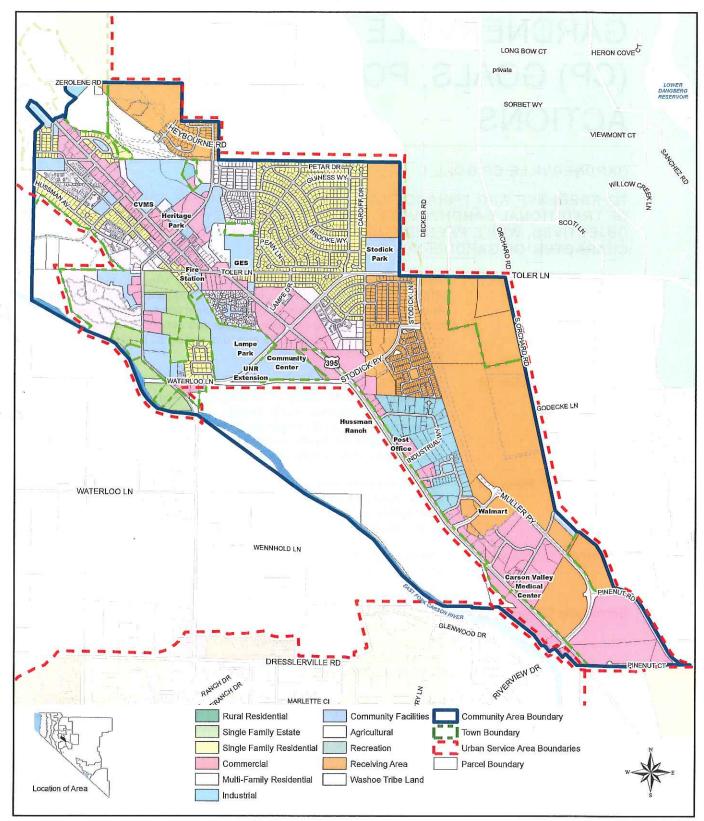


Figure 6 Gardnerville Community Plan Future Land Uses, by Percentage

Map 7 depicts the future land use designations for the Gardnerville Community Plan. The majority of the Gardnerville Community Plan area is located within an urban service area.

Map 7 Gardnerville Community Plan Future Land Use Map



# GARDNERVILLE COMMUNITY PLAN (CP) GOALS, POLICIES, AND ACTIONS

#### GARDNERVILLE CP GOAL 1

TO PRESERVE AND ENHANCE LAND USES THAT SUPPORT THE CHARACTER OF TRADITIONAL GARDNERVILLE AND THE COMMUNITY'S QUALITY OF LIFE OBJECTIVES, WHILE PRESERVING THE EXISTING HISTORIC SMALL TOWN CHARACTER OF GARDNERVILLE COMMUNITY

Gardnerville CP Policy 1.1	The County shall use its Master Plan, Valley Vision, Gardnerville Plan for Prosperity, and development regulations to maintain and enhance the existing character of the Gardnerville community preserving historic resources, and enhance cultural and economic value to this community with traditional scale and rural setting as a reference and context for new development.	) charge -
Gardnerville CP Policy 1.2	The County shall support the expansion of commercial development, and plan for a wide variety of housing types and densities, including single-family traditional, multi-family residential, senior living arrangements, and mixed-use commercial, in a manner that is compatible with the Towns' existing character, and keeping the main commercial corridor centered around Main Street (Hwy 395).	Bold.
Gardnerville CP Policy 1.3	The County shall work with the Town of Gardnerville to review and refine architectural and urban design standards for new development and revitalization projects, that will protect the commercial core and prepare for the growing need for a parking district.	PV-G PV-G
Gardnerville CP Policy 1.4	The County shall encourage all new development within the town to complement and enhance the distinctive historic character while promoting the revitalization of the downtown.	N.
Gardnerville CP Policy 1.5	Douglas County shall work with the Town to prepare an updated Plan for Prosperity and Design Guidelines for the Town, to ensure that all new development is compatible with the traditional development style and existing "small town" atmosphere of the Gardnerville community.	OF VILLINES
Gardnerville CP Policy 1.6	The Town and County shall encourage the preservation of open space, wetland areas, and connecting to regional drainage facilities which assist in providing buffers from development while preserving the views of the Sierra Mountains to the west and Pinenut mountains to the east.	02part
Gardnerville CP Policy 1.7	Douglas County shall, in conjunction with the Town, evaluate the possibility of designating area(s) in the Town as historic districts and following such evaluation; by ordinance designate such districts, where appropriate.	His Prair

	Sol
Gardnerville CP Policy 1.8	Growth areas shall be planned with distinct neighborhoods in mind and connecting pedestrians to organically expanding neighborhoods rather than building walled and isolated residential subdivision enclaves. Neighborhoods shall contain a mix of residential units and, where appropriate Mixed-use and Commercial zoning, taking caution to not detract from the downtown core.
Gardnerville CP Policy 1.9	Douglas County shall, in cooperation with the Town, encourage the expansion of the existing Gardnerville Urban Service Boundary to accommodate their future needs.
Gardnerville CP Policy 1.10	Multi-family residential projects proposed within or adjacent to existing single-family residential neighborhoods shall be designed in a manner which creates a compatible living environment in terms of building height, bulk, and site design. An over-concentration of multi- family projects within existing neighborhoods shall be discouraged. The projects sites shall be <u>sited and designed to act as a buffer between</u> commercial and single-family residential land uses.
Gardnerville CP Policy 1.11	Multi-family residential projects shall be located within the urban service and receiving areas of Gardnerville and within a reasonable proximity to major roadways, commercial centers, emergency services, schools, of pedestrian trails, and other urban services, and should not be located directly on Highway 395 or Main Street.
Gardnerville CP Policy 1.12	directly on Highway 395 or Main Street. Douglas County should work with the Town to develop code provisions that addresses the appropriate location, size, and design of "big box" retail stores.

## E 1 c> 500

## GARDNERVILLE CP GOAL 2

TO FOCUS AND PROMOTE COMPATIBLE, HIGH QUALITY COMMERCIAL AND INDUSTRIAL DEVELOPMENT WITHIN THE TOWN GARDNERVILLE.

Gardnerville CP Policy 2.1	Douglas County shall support the location of commercial uses in the Town of Gardnerville, in areas planned for commercial use, while protecting the commercial Downtown core which should become and remain the principal specialty-shopping destination in the Carson Valley.
Gardnerville CP Policy 2.2	The Town and Douglas County shall incubate and attract service industrial, medical research and tech employers, and artisans, working diligently with fiber utilities to connect to high speed internet and expand that network as proposed development is presented.
Gardnerville CP Policy 2.3	Douglas County shall use its zoning, project review process, and design guidelines for the County, Valley Vision and the Town's Plan for Prosperity to promote development, including Mixed-use Commercial zoning, where appropriate, that will enhance property values and the aesthetics of the Town and community. Ensure plans for mixed-use developments are realistic. Initial projects would benefit from a horizontal mix of uses that are connected through carefully coordinated site planning, where uses come together around streets and open spaces.
Gardnerville CP Policy 2.4	Except where Mixed-use Commercial zoning is otherwise encouraged by this Master Plan, the County shall limit, subject to the

recommendation of the Town, the conversion of residences to commercial uses outside areas planned for commercial development in order to preserve the integrity of the neighborhoods and focus commercial development in downtown Gardnerville.

#### GARDNERVILLE CP GOAL 3

TO ENSURE THE TIMELY PROVISION OF COMMUNITY FACILITIES, SERVICES, AND INFRASTRUCTURE AT APPROPRIATE LEVELS FOR THE GARDNERVILLE COMMUNITY.

Gardnerville CP Policy 3.1	Douglas County shall plan and provide public facilities and services to the urban areas of the Gardnerville community at established urban levels of service as stated in code, and plan for improvements or modification to those substandard service levels to accommodate future development.
Gardnerville CP Policy 3.2	The County, Town, School District, and East Fork Fire Protection District shall develop community facilities that enhance the quality of life and support existing and future residential needs.
Gardnerville CP Policy 3.3	Douglas County shall require that all streets in new development be constructed to urban standards. New investment should reduce the number of pedestrian and auto conflicts.
Gardnerville CP Policy 3.4	The County shall work with the Town to ensure adequate provision of park sites to meet the needs of the growing urban community ensuring they are consistent with the County's park standards established in the Parks and Recreation Element.
Gardnerville CP Policy 3.5	Douglas County shall require the timely and orderly provision of water and wastewater systems to serve new urban development in Gardnerville.
Gardnerville CP Policy 3.6	Douglas County shall pursue the development of Muller Parkway with buffer zone planned for single family homes allowing Muller to be designated as the truck route bypass alternative to US Highway 395 based on the traffic model.
Gardnerville CP Policy 3.7	Douglas County shall coordinate with the State to ensure that any modifications to U.S. Highway 395 through Gardnerville are compatible with the existing character of the towns and to not decrease the safety or desirability of walking in the towns' commercial centers. The Nevada Department of Transportation's U.S. Hwy 395 Landscape and Aesthetics Master Plan shall be used as an implementation tool.
Gardnerville CP Policy 3.8	Douglas County shall work with the Town to plan and develop off- street parking and parking districts. $\gamma^{3}$
Gardnerville CP Policy 3.9	Douglas County shall work with the towns and their service provider to create and operate a recycling facility or at least provide the ability to offer a recycling program to the residents of the county.
Gardnerville CP Policy 3.10	Douglas County shall require the paving of all driveways, parking areas, loading areas, and other high activity areas in new or remodeled non-residential developments in this Community.

## GARDNERVILLE CP GOAL 4

## MINIMIZE THE RISKS TO THE RESIDENTS OF THE GARDNERVILLE COMMUNITY FROM NATURAL FLOOD AND OTHER HAZARDS.

Gardnerville CP Policy 4.1	The County shall continue to work with the Town of Gardnerville Water Company to monitor the quality and quantity of groundwater in the Gardnerville community and to identify and mitigate negative impacts of human activities on groundwater quality and quantity.
Gardnerville CP Policy 4.2	impacts of human activities on groundwater quality and quantity. Douglas County will work with the Gardnerville Water Company to expand water systems to serve the needs of the community and the entire Carson Valley region.
Gardnerville CP Policy 4.3	Douglas County shall evaluate the need for additional policies regarding flood plain and floodway management and perpetuating the flood waters through proposed developments and partnering with the town and developers on mitigating flooding conveyance ensuring the emergency services have access to existing and proposed development during a hazard event.
Gardnerville CP Policy 4.4	Douglas County shall evaluate the design standards for emergency

access to collector and arterial roads that could be closed during a flood event.

LAND USE

Master Plans?

#### TOWN OF GARDNERVILLE STRATEGIES, POLICIES AND IMPLEMENTATION

#### TOWN OF GARDNERVILLE (TOG) STRATEGY 1

#### REVITALIZE OLD TOWN GARDNERVILLE AS A MIXED-USE COMMUNITY CENTER CONNECTING AND SERVING RESIDENTS AND VISITORS

- TOG Policy 1.1 Douglas County should support the Gardnerville Main Street Program, which has revitalized historic downtown Gardnerville utilizing design, organization, promotion and economic restructuring committees ran by passionate volunteers to develop the unique identity of the downtown core, while striving to preserve the historic nature of the downtown, providing opportunity for business to be successful and promoting local businesses by providing opportunities for residents and visitors to explore downtown.
- TOG Policy 1.2 Old Town should include a variety of civic, commercial, and residential uses that support the creation of a lively Carson Valley destination and a central place for Gardnerville.
- TOG Policy 1.3 Public and private investment in Old Town should enhance pedestrian access, calm and slow traffic, and provide convenient parking.
- TOG Policy 1.4 New development should reflect the pedestrian scale, orientation and character of Gardnerville's traditional commercial, residential, and mixed-use buildings

TOWN OF GARDNERVILLE (TOG) STRATEGY 2

#### CREATE A NEW 'S' CURVE

- TOG Policy 2.1 Redevelop the 'S' Curve as a mixed-use extension and entry for Old Town with visitor, commercial, and residential uses.
- TOG Policy 2.2 New investment should resolve the roadway safety of the curve and enhance pedestrian connections to adjacent neighborhoods and Old Town.
- TOG Policy 2.3 New development should incorporate historic buildings, hide parking, and make an esthetic thematic connection to Old Town.

TOWN OF GARDNERVILLE (TOG) STRATEGY 3

ENHANCE COMMUNITY-SERVING COMMERCIAL CENTER- 'COMMERCIAL QUAD'

- TOG Policy 3.1 New commercial uses located in the Commercial Quad area should enhance its role as a sub-regional and community-serving address.
- TOG Policy 3.2 The development of projects in the Commercial Quad area should have easy access for automobiles and have a safe pedestrian connection between parcels and adjacent areas.
- TOG Policy 3.3 New development in the Commercial Quad area should contribute to the overall character of the district as a convenient and comfortable shopping experience.

## TOWN OF GARDNERVILLE STRATEGY 4

#### PROVIDE COMMERCIAL / SERVICE INDUSTRIAL SERVICE USES IN 'SOUTH-CENTRAL GARDNERVILLE' ON A SCALE THAT WILL SERVE THE GROWING RESIDENTIAL POPULATION.

- TOG Policy 4.1 New development on U.S. Highway 395 frontage should include commercial with residential uses behind that complement and serve adjacent subdivisions providing safe and comfortable pedestrian connections to adjacent neighborhoods.
- TOG Policy 4.3New development should be designed to orient towards the street, hide parking,<br/>provide connected walking edges and respond to 1 i m i t e d visibility created<br/>by the bend in U.S. Highway 395.

TOWN OF GARDNERVILLE STRATEGY 5

## CREATE SOUTHERN GATEWAY TO GARDNERVILLE

- TOG Policy 5.1 The development of the South Entry area should be master planned as a mixed address of commercial, healthcare, institutional, industrial and residential uses.
- TOG Policy 5.2 Access to uses in the South Entry area should happen from side roads and provide a pedestrian-scaled internal street and pedestrian walkway system.
- TOG Policy 5.3 New investment should create a gateway cluster of buildings and open spaces along US 395 and have an internal system of open spaces framed by commercial and residential buildings.
- TOG Policy 5.4 The Town of Gardnerville and the County shall follow the Administrative Actions, Regulatory Actions, and Financing Actions identified in the Gardnerville Plan for Prosperity Action Plan.

Detail?