



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Approve request for Street Closure of Pep Circle on May 18, 2014 from 9:00 AM–3:00 PM for the Southgate Business Park Block Party.

2. **Recommended Motion:** Approve a request for street closure of Pep Circle on May 18, 2014 from 9:00 a.m. to 3:00 p.m. for the Southgate Business Park Block Party.

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

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

5. **Agenda:** Consent Administrative

Background Information: See attached.

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

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued



Park Use/Street Closure/Special Event Application
Reservation Form/Release of Liability/Indemnification Agreement
1407 US Highway 395 N - Gardnerville, Nevada 89410
(775) 782-7134 Phone (775) 782-7135 Fax

Date of Application (must be submitted 10 business days prior to event): 3-21-14

Organization: Bounce N Play LLC Corporation: Yes No X
(If a corporation, a copy of the Articles of Incorporation must be attached)

Contact Person: Jarrod Pugliese email: justinetaylor2004@yahoo.com
Home/Cell Phone: 530-318-0297 Business Phone: 783-8188 Fax:
Mailing Address: 1224 Pep Cir. Gardnerville, NV
(If corporation, attach home or business phone and addresses of president, vice-president and secretary)

Requesting: Heritage Park Is request for exclusive use of park: Yes No
If Heritage Park but not exclusive use, describe which area of park is being requested:

Requesting: Street Closure X Street(s) proposing to be closed: Pep Cir.
(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

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

Name and description of event, concessions, fund-raiser, etc.: Southgate Business
Black party

Event date(s): 5-18-14 Event hours (including set up & tear down): 9am-3pm

This event is: Non-Profit: For Profit: Closed to Public: Open to Public: X
(Non-profit organizations must submit IRS 501c letter with application)

If non-profit event, describe who benefits from proceeds of event:

Number of patrons, customers, spectators, participants, etc. expected to attend on each day of the event:
300-400
(Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)

Event Insurance Carrier: Liberty United Insurance Phone: 818-761-8888
(Certificate of Insurance must name the Town of Gardnerville as additional insured, date and location of the event - see Special Event Policy for policy limits)

Is a fee charged to attend the event: Yes _____ No X
Is food being served: Yes _____ No X If yes, Health Permit # _____
Will alcohol be sold or served: Yes _____ No X Liquor licenses/permits may be required
Will there be band or amplified music: Yes X No _____
Will you have tents, canopies, bounce houses, dance floors, etc.? Yes X No _____

If yes, specify quantity, dimensions, etc: About 20 pop up canopies (on street)
bounce houses will be in our parking lot & facility

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20'x20' may be subject to additional security deposits and/or insurance coverage)

Clean-up/Sanitation/Garbage Plan: All businesses will go around after event to pick up, we also put out garbage cans
(Park dumpster(s), groups of 50 or more require a mandatory dumpster service of \$25/dumpster; park restrooms accommodate a maximum of 100 people, one port-a-can is required for every 100 people over 100)

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

(Town's water coupler is available if you use hoses for water)

Other Town services, if required: None

(Electrical outlets, pavilion lighting, etc.)

Event Parking Area: Southgate side street parking & Service Dr.
(Event cannot block driveways of private residences around park. Please note that dirt lot east of Heritage Park is private property and may not be used for parking unless a letter of owner's permission is submitted)

Fire/Emergency Medical Services Plan: _____

(Submit East Fork Fire Protection District authorization and approval)

Security Plan if overnight use of Town facilities planned: _____

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

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

A copy of the approved form MUST be at the event

WAIVER OF LIABILITY

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

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

Authorized Representative(s) of Applicant:

Justin Pugliese Justine Pugliese 3-21-14

Signature

Printed Name

Date

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

(Town Office Use Only)

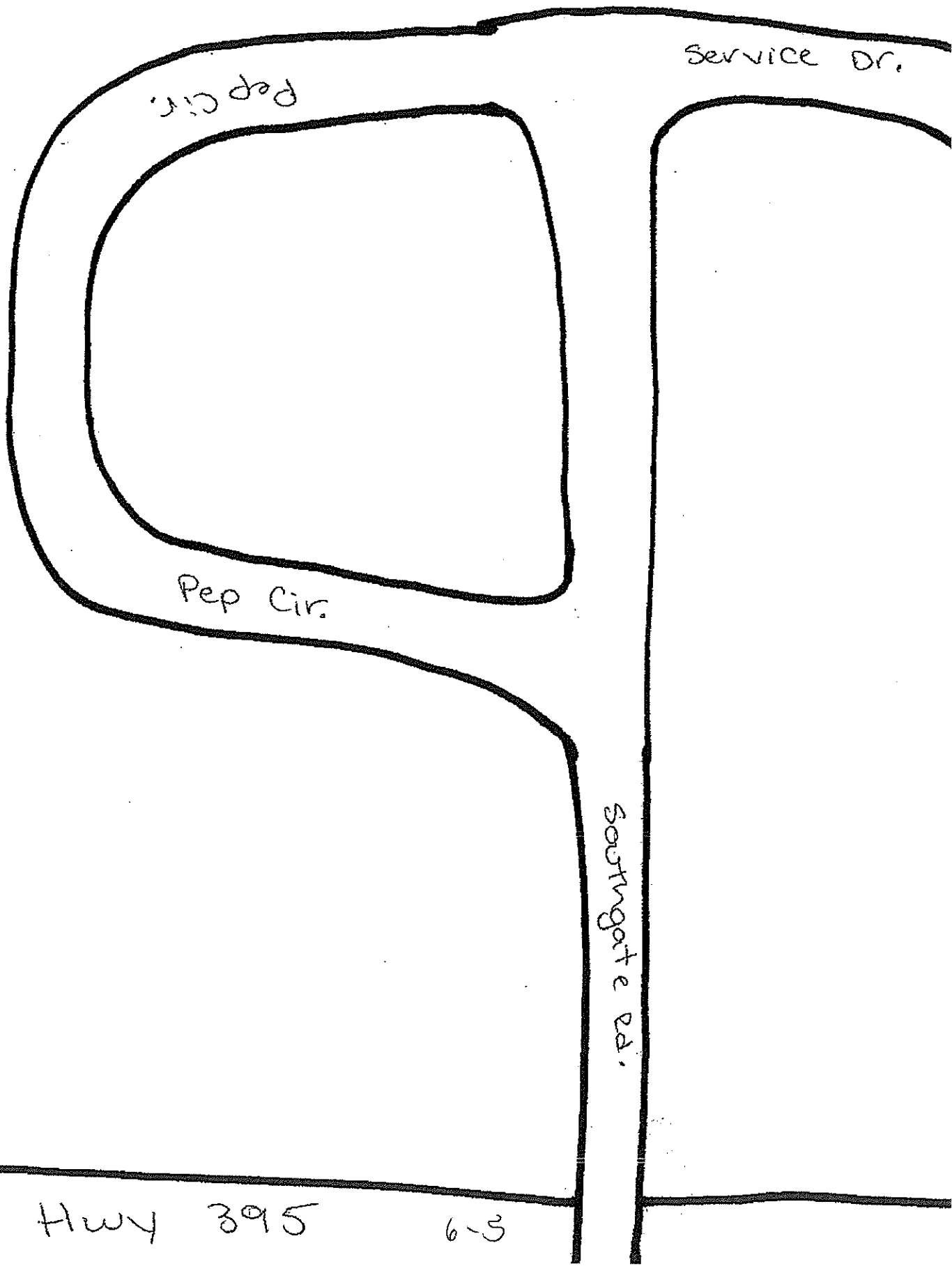
Heritage Park:

Usage \$25/hr (\$300/day max)	Paid \$ _____	Date: _____	
Park Deposit \$300	Paid \$ _____	Date: _____	Facility Reviewed: _____
Dumpster \$25/each	Paid \$ _____	Date: _____	
Additional Fees/Description	\$ _____		
Deposit Refunded	Paid \$ _____	Date: _____	

Street Closure:

Application Fee \$100 Paid \$ _____ Date: _____

Scheduled for Town Board Agenda: _____ Approved: _____
Scheduled for Douglas County Commissioner Agenda: _____ Approved: _____



Service Dr.

Pep Cir.

Pep Cir.

Southgate Rd.

Hwy 395

6-3

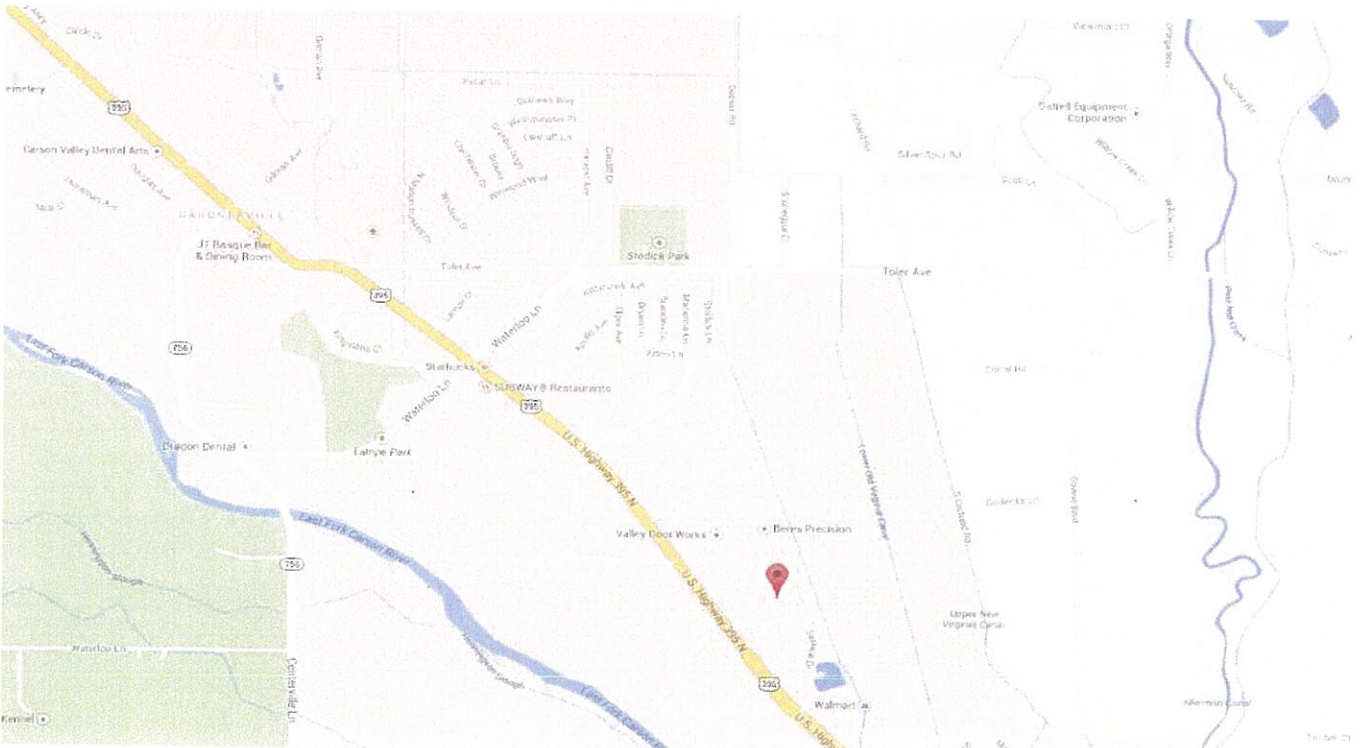
Traffic Control Plan

1224 Pep Cir. Gardnerville NV

5-18-2014

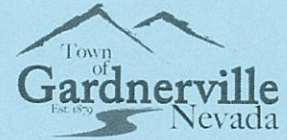


Aerial View



Town View

6-6



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Approve a town event application by Shop Small Northern Nevada LLC for a monthly business/vendor event scheduled for April 19, 2014 at Heritage Park from 8:00 a.m. to 4:30 p.m. considered to be a Class IV use under the park policy.

2. **Recommended Motion:** Approve a town event application for Shop Small Northern Nevada LLC to hold an event April 19, 2014 at Heritage Park from 8:00 a.m. to 4:30 p.m. considered to be a Class IV use under park policy.
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** N/A

5. **Agenda:** Consent Administrative

Background Information: See attached application.

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

7. **Board Action:**

 Approved Approved with Modifications
 Denied Continued

RECEIVED

BT:



Park Use/Street Closure/Special Event Application
Reservation Form/Release of Liability/Indemnification Agreement
1407 US Highway 395 N - Gardnerville, Nevada 89410
(775) 782-7134 Phone (775) 782-7135 Fax

Date of Application (must be submitted 10 business days prior to event): March 20, 2014

Organization: Shop Small Northern Nevada LLC Corporation: Yes No
(If a corporation, a copy of the Articles of Incorporation must be attached)

Contact Person: Jennifer Cantley email: shopsmallnn@gmail.com
Home/Cell Phone: 775-220-6991 Business Phone: _____ Fax: _____
Mailing Address: 1674 Highway 395, #200 Minden NV 89423
(If corporation, attach home or business phone and addresses of president, vice-president and secretary)

Requesting: Heritage Park Is request for exclusive use of park: Yes No
If Heritage Park but not exclusive use, describe which area of park is being requested:

Requesting: Street Closure _____ Street(s) proposing to be closed:

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

Requesting: Other _____ Location of Event/Activities (if other than Heritage Park):

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

Name and description of event, concessions, fund-raiser, etc.: Monthly Business/Vendor Event for Shop Small Northern Nevada LLC

Event date(s): April 19, 2014 Event hours (including set up & tear down): 8am - 4:30 pm

This event is: Non-Profit: _____ For Profit: Closed to Public: _____ Open to Public:
(Non-profit organizations must submit IRS 501c letter with application)

If non-profit event, describe who benefits from proceeds of event: _____

Number of patrons, customers, spectators, participants, etc. expected to attend on each day of the event:

~~400~~ 400

(Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)

Event Insurance Carrier: James DeGraffenreid Phone: 775-782-5827
(Certificate of Insurance must name the Town of Gardnerville as additional insured, date and location of the event - see Special Event Policy for policy limits)

Is a fee charged to attend the event: Yes _____ No
Is food being served: Yes _____ No If yes, Health Permit # _____
Will alcohol be sold or served: Yes _____ No Liquor licenses/permits may be required
Will there be band or amplified music: Yes No _____
Will you have tents, canopies, bounce houses, dance floors, etc.? Yes No _____
If yes, specify quantity, dimensions, etc: _____

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20'x20' may be subject to additional security deposits and/or insurance coverage)

Clean-up/Sanitation/Garbage Plan: Park Dumpsters

(Park dumpster(s), groups of 50 or more require a mandatory dumpster service of \$25/dumpster; park restrooms accommodate a maximum of 100 people, one port-a-can is required for every 100 people over 100)

Water and Sanitation Plan if food sold or consumed during event: N/A

(Town's water coupler is available if you use hoses for water)

Other Town services, if required: Electrical Outlets

(Electrical outlets, pavilion lighting, etc.)

Event Parking Area: Gilman Ln.

(Event cannot block driveways of private residences around park. Please note that dirt lot east of Heritage Park is private property and may not be used for parking unless a letter of owner's permission is submitted)

Fire/Emergency Medical Services Plan: N/A

(Submit East Fork Fire Protection District authorization and approval)

Security Plan if overnight use of Town facilities planned: N/A

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

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

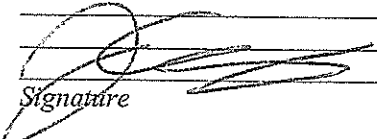
A copy of the approved form MUST be at the event

WAIVER OF LIABILITY

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

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

Authorized Representative(s) of Applicant:

 _____
Signature Printed Name Date 3/26/14

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

will discuss @ board meeting

(Town Office Use Only)

Heritage Park:

Usage \$25/hr (\$300/day max) Paid \$ _____ Date: _____
Park Deposit \$300 Paid \$ _____ Date: _____ Facility Reviewed: _____
Dumpster \$25/each Paid \$ _____ Date: _____
Additional Fees/Description \$ _____
Deposit Refunded Paid \$ _____ Date: _____

Street Closure:

Application Fee \$100 Paid \$ _____ Date: _____

Scheduled for Town Board Agenda: _____ Approved: _____

Scheduled for Douglas County Commissioner Agenda: _____ Approved: _____



Gardnerville Town Board

AGENDA ACTION SHEET

1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for March 2014 and a presentation by the Main Street Gardnerville's President of the Board, Dorette Caldana, regarding the program's successes from 2013.

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

3. **Department: Administration**

 Prepared by: Paula Lochridge/Dorette Caldana

4. **Meeting Date:** April 2, 2014 **Time Requested:** Approximately 30 minutes

5. **Agenda:** Consent Administrative

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

7. **Board Action:**

 Approved Approved with Modifications
 Denied Continued



Main Street Gardnerville's Report Gardnerville Town Board Meeting, April 2, 2014

Hello Gardnerville Town Board Members, Here is our report for activities from March 2014:

- Dorette Caldana, Margaret Pross and I had a conference call with Carolyn Dellutri, Senior Director of Programs & Services, & Kathy LaPlante, Senior Program Officer, both with the National Main Street Center regarding our program. They said they were very impressed with our dedication to the four point approach and are thrilled to hear of our successes... especially without a Main Street coordinating partner or a state program in place.
- We had a successful Board Retreat on March 15th. We will be revising a few of the action plans then taking it to both our board and then to the Town Board for final approval.
- Planning for upcoming events are in progress: Cash Mobs, Wine Walks, Wine Walk Training and Celebrating Success on Main Street. (With a vacancy on our promotions committee, with the resignation of Susie Biaggini, I have had to take on more of this committee's duties until we have someone ready to step in.)
- New Business Members:
 - Nana Laurie's Trinkets & Treasures
 - High Desert Guns
 - Douglas County Republican Central Committee
- Dorette Caldana, President of our Board of Directors, will be prepared to do our annual presentation on Main Street Gardnerville's successes for the past calendar year.

Upcoming Conferences:

- Rural Round Up in Ely, April 30-May 2. Sending Ken Miller
- California Main Street Alliance Annual Conference, in Hanford, CA, March 26-28. Sending Board Members Carol Sandmeier and Stephanie Waggoner
- National Main Street Conference in Detroit, May 18-21. Attending: Program Manager, Paula Lochridge, Board Member, Stephanie Waggoner and Town Manager, Tom Dallaire.

Thank you for your continued support of our program.



Paula Lochridge
Program Manager, Main Street Gardnerville

Upcoming events and dates:

- Monthly Morning Coffee Meeting, Tuesday, April 1st, at 8:30 am at Sharkey's Casino. *(Flyer in your packet)*
- Cash Mob: Saturday April 5th at Polka Dots. *(Flyer in your packet)*
- Celebrating Success on Main Street event at the Museum to honor our volunteers and business members. Public is invited; RSVPs required. *(Flyer in your packet)*
- Wine Walk Training event: "Find out how participating in the wine walks can benefit you and your business"
(Flyer in your packet)



You're invited to our once a month morning coffee meetings.

The purpose of these casual meetings is to get together with members of our community and talk about upcoming events, projects or just things in general that might have an impact on our downtown district.

It is also a great way to meet and share ideas with your neighbors.

These meetings are held the first Tuesday of each month, 8:30-9:30am at Sharkey's Casino. Coffee provided. Gratuity appreciated.

For more information, and to RSVP, please call 782.8027.

8-9

1. WHAT?

Cash Mobs are flash sales • BOOST sales for a business • SUPPORTS locals • a FUN way to get out & become INVOLVED!

2. WHERE?

Polka Dots

1455 Hwy 395 N

QUESTIONS?

MainStreetGardnerville.org

info@MainStreetGardnerville.org

775.782.8027



3. WHEN?

Saturday, April 5th

10 am—4-ish pm

4. HOW?

Come out & commit to spend \$10-\$20 and support this locally owned business.

You can find items under \$20 such as: Journal books, note pads, stationary. 7 lines of greeting cards. Unique gifts for children age 2 and up. Peepers reading glasses, Jelly Cat stuffed animals, kitchen gloves and dish towels, Snoozie slippers. Old fashioned candy, taffy, gourmet chocolates. Easter goodies are now in stock, too! Coffee and samples of gourmet candy will be served.



Are YOU the Missing Piece to the Puzzle?
Join Us In

Celebrating Success on Main Street

Wednesday, April 9, 2014 - 6:00 – 8:00 pm
Carson Valley Museum and Cultural Center
1477 Main Street in Gardnerville

*April is National Volunteer
Appreciation Month and we want
to celebrate with you!*

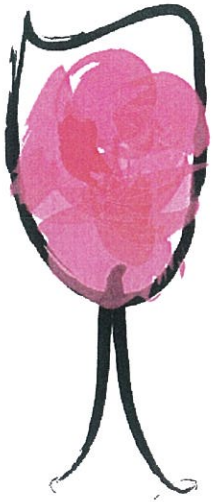
*Please join us as we honor all of our
Main Street Gardnerville Volunteers
and Businesses for their support,
service and dedication assisting
with the revitalization efforts of the
Main Street District!*



*You'll have the chance to meet those who are
passionate about our community as well as those
individuals who truly appreciate the efforts that our
volunteers and businesses put forth.*

Appetizers will be provided along with a no host bar.

**RSVP Required for you and a guest by
Wednesday, April 2, 2014
775.782.8027 or via email
PLochridge@MainStreetGardnerville.org**



Business Owners, Managers & Volunteers You're Invited...

*Find out how participating in the
"Thirsty Third Thursday Wine Walks"
can benefit you and your business!*

**Thursday, April 24, 2014
5:30-7:00 p.m.
Sharkey's Casino, upstairs**

Why should I attend?

Whether you're new to the event or have been participating for years, find out how you and your business can increase profitability through wine walk events. The focus will be on marketing and promotion while providing a "fun" experience to future clients.

RSVP Required by April 18, 2014

Seating is Limited

775-782-8027

info@MainStreetGardnerville.org



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



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: For Possible Action: Discussion to approve, approve with modifications or deny a request by Main Street Gardnerville to create a Gardnerville Community Enrichment Council as a 501c3 organization. If approved, Article II-c of the Council's bylaws will state that it is to work "in partnership with the Town of Gardnerville"; with public comment prior to Board action.**

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

3. **Department: Administration**

Prepared by: Dorette Caldana/Paula Lochridge

4. **Meeting Date: April 2, 2014 Time Requested: 15 minutes**

5. **Agenda: Consent Administrative**

Background Information:

The 501c3 application is required to create the Gardnerville Community Enrichment Council (GCEC), which is a goal of the Main Street Gardnerville (MSG) Organization Committee. Once the application is submitted, the GCEC will be its own entity. The benefit of creating the 501c3 would enable both MSG and the Town of Gardnerville funding opportunities where a 501c3 is required applying for qualified projects that fall under the guidelines of the GCEC 501c3. An MSG Board Member will serve as a liaison on the GCEC Board, much in the same way as a Town Board Member serves as a Town Board liaison on the MSG Board. Copies of the Bylaws, Conflict of Interest and Parties Involved in the process are included in your packet.

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

7. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

GARDNERVILLE COMMUNITY ENRICHMENT COUNCIL BYLAWS

ARTICLE I. Name and Location

The corporation shall be known as Gardnerville Community Enrichment Council, hereafter referred to as the "Organization". The Organization is a Nevada corporation and the governing body, known as the Board of Directors, may change the location of the principal office from one location to another at any time.

ARTICLE II. Purpose and Function

The Organization is a non-profit Nevada Corporation organized exclusively for educational and charitable purposes, more specifically for promoting the enrichment and beautification of the Gardnerville community. In order to accomplish these purposes, the Organization has the following objectives:

- a. To promote the revitalization of Gardnerville's historic corridors by enhancing the streetscape with building improvements, preservation projects, and other programs that beautify and improve the community.
- b. To provide and support cultural community enrichment events to benefit and support Gardnerville such as public art exhibits, festivals, and other related activities.
- c. To develop and maintain Heritage Park Gardens, and other projects that provide public gardening spaces, demonstration gardens, food production for the local food banks, a Children's Garden, and public events to promote awareness of principles of sustainable living and environmental stewardship in partnership with the Town of Gardnerville.
- d. To manage and fund local community rejuvenation efforts for public benefit through varied funding sources.

ARTICLE III. Board of Directors

Section 1. Number and Qualifications

The Organization shall have no more than seven (7) but never less than one (1) Director(s) and collectively they shall be known as the Board of Directors. The number of Directors may fluctuate based on the need and size of the organization as determined by a majority vote of the Board. The President shall act as the Chairperson of the Board if one is not selected. All members of the Board of Directors must be at least eighteen (18) years of age.

Section 2. Powers

Subject to the provisions of the laws of this state and any limitations in the Articles of Incorporation and the Bylaws of this Organization, the activities and affairs of this Organization shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.

Section 3. Duties

It shall be the duty of the Directors to:

- a. Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation, or by these Bylaws;
- b. Maintain the focus and purpose of the organization and provide direction and support to the operational aspects of the organization;
- c. Establish and measure systems for the continual evaluation of projects and activities of the organization;
- d. Actively engage in the work of the organization;
- e. Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all Officers, agents, and employees of the Organization;
- f. Supervise all Officers, agents, and employees of the Organization to assure that their duties are performed properly;
- g. Ensure effective fiscal management of the organization; raise funds as necessary; review and approve an annual budget and regular financial reporting;
- h. Meet at such times and places as required by these Bylaws;
- i. Register their addresses with the secretary of the Organization;
- j. Confirm that he/she has read these Bylaws prior to his/her election;
- k. Fully disclose his/her conflict of interest to the entire Board and remain in compliance with the Organization's Conflict of Interest Policy;
- l. Promote and enhance the public image of the Organization.

Section 4. Election and Term of Office

Each Director shall hold office for a period of three (3) years and until his or her successor is elected and qualifies. The expiration of each Director's term will be staggered to promote the continuity of the organization. The initial Board of Directors shall be elected as follows:

- a. Two (2) Directors shall be appointed for a one (1) year term expiring on the next Fiscal Year End of the Organization.
- b. Two (2) Directors shall be appointed for a two (2) year term expiring on the Fiscal Year End following the Organization's next Fiscal Year End.

- c. Three (3) Directors shall be appointed for a three (3) year term expiring on the Fiscal Year End following the Organization's next two (2) Fiscal Year Ends.
- d. If only one Director makes up the original Board, the term shall be a three (3) year term expiring on the Organization's third Fiscal Year End from taking office.
- e. After all terms of the initial Directors have expired, the terms of all Directors shall expire three (3) years from the expiration date of his/her predecessor.

The Board will annually nominate and elect Directors whose term is expiring, in addition to the transaction of such other business as may come before the Board.

Each Director shall cast one vote per candidate, and may vote for as many candidates as there are open offices. The candidates receiving the highest number of votes shall be elected to serve.

Section 5. Compensation

Directors shall serve without compensation. However, they shall be allowed reasonable reimbursement of expenses incurred in the performance of their duties when such services have been authorized or directed by the Board. Any payments to Directors shall be approved in advance in accordance with this Organization's Conflict of Interest Policy.

Section 6. Regular and Annual Meetings

Regular meetings shall be held at such frequency, time, and place as the Board determines. Monthly meetings will be standard unless otherwise determined by the Board. An annual meeting must be held once during the year. Any one of the regular meetings may be designated as the annual meeting.

Section 7. Special Meetings

Special meetings of the Board of Directors may be called by the President, Vice President, or by majority vote of the Board of Directors, or, if different, by the persons specifically authorized under the laws of this state to call special meetings of the Board. Such meetings shall be held at a location determined by the Board. At least one week prior notice shall be given to the Board for a special meeting.

Section 8. Quorum for Meetings

In order to conduct business, a quorum of the Board membership must be present. Fifty-one percent (51%) of the members of the Board of Directors shall constitute a quorum at any regular or special meeting of the Board.

Except as otherwise provided under the Articles of Incorporation, these Bylaws, or provisions of law, no business shall be considered by the Board at any meeting at which the required quorum is not present, and the only motion which the chair shall entertain at such meeting is a motion to adjourn.

Section 9. Proxy

A Board Member may give a written proxy to another Board Member if they are unable to attend a meeting.

Section 10. Conduct of Meetings

Meetings of the Board of Directors shall be presided over by the chairperson of the Board, or, if no such person has been so designated, or in his or her absence, the President of the Organization, or in his or her absence, by the Vice President of the Organization, or in the absence of each of these persons, by a chairperson chosen by a majority of the Directors present at the meeting. The Secretary of the Organization shall act as Secretary of all meetings of the Board, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the meeting.

Section 11. Rules of Parliamentary Practice

The rules of parliamentary practice contained in Robert’s Rules of Order, as most recently published, shall govern the conduct of business for all meetings.

Section 12. Vacancies

Vacancies on the Board of Directors shall exist 1) on the death, resignation, or removal of any Director, and 2) whenever the number of authorized Directors is increased.

Any Director may resign effective upon giving written notice to the chairperson of the Board, the President, the Secretary, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation. No Director may resign if the Organization would then be left without a duly elected Director or Directors in charge of its affairs, except upon notice to the office of the Attorney General or other appropriate agency of this state.

Directors may be removed from office, with or without cause, as permitted by and in accordance with the laws of this state.

Unless otherwise prohibited by the Articles of Incorporation, these Bylaws, or provisions of law, vacancies on the Board may be filled by approval of the Board of Directors. If the number of Directors then in office is less than a quorum, a vacancy on the Board may be filled by approval of a majority of the Directors then in office or by a sole remaining Director. A person elected to fill a vacancy on the Board shall hold office until the next election of the Board of Directors or until his or her death, resignation, or removal from office.

Section 13. Non-liability of Directors

The Directors shall not be personally liable for the debts, liabilities, or other obligations of the Organization.

Section 14. Indemnification by Corporation of Directors and Officers

The Directors and Officers of the Organization shall be indemnified by the Organization to the fullest extent permissible under the laws of this state.

Section 15. Insurance for Corporate Agents

Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Organization (including a Director, Officer, employee, or other agent of the Organization) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Organization would have the power to indemnify the agent against such liability under the Articles of Incorporation, these Bylaws, or provisions of law.

ARTICLE IV. Officers

Section 1. Designation and Qualification of Officers

The Officers of the Organization shall be a President, a Vice President, a Treasurer, and Secretary. Any person over the age of eighteen (18) may serve as Officer of this Organization.

Section 2. Election and Term of Office

Officers shall be elected by the Board of Directors at the Annual Meeting or as vacancies occur. Each Officer shall hold office for a three (3) year term, until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first. The expiration of each Officer's term will be staggered to promote the continuity of the organization. The initial Officers shall be elected as follows:

- a. The President and Vice President shall begin with a one (1) year term expiring on the Organization's next Fiscal Year End.
- b. The Secretary shall begin with a two (2) year term expiring on the Fiscal Year End following the Organization's next Fiscal Year End.
- c. The Treasurer shall begin with a three (3) year term expiring on the Fiscal Year End following the Organization's next two (2) Fiscal Year Ends.
- d. After the first terms of the initial Officers have expired, the terms of all Officers shall expire three (3) years from the expiration date of his/her predecessor.

Section 3. Removal and Resignation

Any Officer may be removed, either with or without cause, by the Board of Directors, at any time. Any Officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the Organization. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this section shall be superseded by any conflicting terms of a contract which has been approved or ratified by the Board of Directors relating to the employment of any Officer of the Organization.

Section 4. Vacancies

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any Officer shall be filled by the Board of Directors. In the event of a vacancy in any office other than that of President, such vacancy may be filled temporarily by appointment by the President until such time as the Board shall fill the vacancy. Vacancies occurring in offices of Officers appointed at the discretion of the Board may or may not be filled as the Board shall determine.

Section 5. Duties of President

The President shall be the chief executive officer of the Organization and shall, subject to the control of the Board of Directors, supervise and control the affairs of the Organization and the activities of the Officers. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be prescribed from time to time by the Board of Directors. Unless another person is specifically appointed as chairperson of the Board of Directors, the President shall preside at all meetings of the Board of Directors. The President will not vote on matters coming before the Board of Directors, except to break a tie vote of the other members. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the Organization, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors.

Section 6. Duties of Vice President

In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Board of Directors.

Section 7. Duties of Treasurer

- a. Have charge and custody of, and be responsible for, all funds and securities of the Organization, and deposit all such funds in the name of the Organization in such banks, trust companies, or other depositories as shall be selected by the Board of Directors.
- b. Keep and maintain adequate and correct accounts including backup documentation for all transactions of the Organization's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains, and losses. Accounting procedures shall follow generally accepted accounting principles.
- c. Assist the President in developing an annual budget to be approved by the Board including plans for the fiscal support of the programs of the Organization. The Treasurer shall further report regularly on the status of the budget. Any change to the budget must be approved by the Board of Directors. The Fiscal Year shall be on a calendar year.
- d. Assist the Board in ensuring that all assets are permanently dedicated to exempt purposes.

9-7

- e. Keep books and records detailing all activities both financial source of support like contributions, grants, sponsorships, and other sources of revenues. All forms of support will be tracked throughout the year in preparation of annual reports.
- f. Prepare, submit, and keep on file for the required time period all required financial reports required by law such as applicable 990 Form(s) and schedules, applicable tax forms and estimated tax payments.
- g. At all reasonable times satisfy requests for the books of account and financial records to any Director of the Organization, or anyone else in accordance with these Bylaws or as required by law.
- h. Render to the President and Directors, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the Organization.
- i. Prepare and certify the financial statements to be included in any required reports.
- j. In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the Organization, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

Section 8. Duties of Secretary

- a. Certify and keep at the principal office of the Organization or at such other place as the Board may determine:
 - i. a master file of all records of the Organization with applicable originals and copies including, but not limited to the Organization's Articles of Incorporation and Bylaws as amended to date, forms submitted for incorporation;
 - ii. a book of minutes of all meetings and attendance of the Directors and Committees recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.
- b. See that all meeting notices are duly given in accordance with the provisions of these Bylaws or as required by law.
- c. Satisfy request for documents of the Organization in accordance with the provisions of these Bylaws or as required by law.
- d. Sign as necessary with the President or Vice President in the name and on behalf of the organization any contracts or agreements authorized by the Board.
- e. Provide or delegate duties of photo documentation of activities done by the organization.
- f. In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

9-8

Section 9. Compensation

Officers shall serve without compensation. However, the organization may reimburse any Officer for reasonable expenses incurred in connection with services to the Board when such service has been authorized or directed by the Board. Nothing herein contained shall be construed to preclude any Officer or Director from serving the Organization in any other capacity and receiving compensation therefore.

ARTICLE V. Committees

Section 1. Standing Committees

The Board of Directors may appoint ad hoc or standing committees as needed for administration of the Organization. These committees may consist of persons who are not also members of the Board and shall act in an advisory capacity to the Board.

Section 2. Executive Committee

Policies of the Board of Directors are carried out by the Executive Committee, made up of the President, Vice President, Treasurer, and Secretary. The Committee shall oversee all administrative functions and governing policies, such as human resources, finance, information systems, facilities and investments and shall act as necessary between regularly scheduled meetings of the Board of Directors. They shall have the authority to develop and review the management of the Organization including any internal personnel issues. Its actions shall be subject to approval by the Board of Directors.

Section 3. Meetings and Action of Committees

Meetings and action of committees shall be governed by, noticed, held, and taken in accordance with the provisions of these Bylaws concerning meetings of the Board of Directors, with such changes in the context of such bylaw provisions as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular and special meetings of committees may be fixed by resolution of the Board of Directors or by the committee. The Board of Directors may also adopt rules and regulations pertaining to the conduct of meetings of committees to the extent that such rules and regulations are not inconsistent with the provisions of these Bylaws.

ARTICLE VI. Execution of Instruments, Deposits, and Funds

Section 1. Execution of Instruments

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any Officer or agent of the Organization to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Organization, and such authority may be general or confined to specific instances. Unless so authorized, no Officer, agent, or employee shall have any power or authority to bind the Organization by any contract or

9-9

engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 2. Checks and Notes

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Organization shall be signed by the Treasurer for amounts of \$500.00 or less. The President of the Organization or a Director's signature will also be required for checks over \$500.00.

Section 3. Deposits

All funds of the Organization shall be deposited in a timely manner (no more than 14 days after the date of receipt) to the credit of the Organization in such banks, trust companies, or other depositories as the Board of Directors may select.

ARTICLE VII. Corporate Records and Reports

Section 1. Directors' Inspection Rights

Every Director shall have the absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind and to inspect the physical properties of the Organization, and shall have such other rights to inspect the books, records, and properties of this Organization as may be required under the Articles of Incorporation, other provisions of these Bylaws, and provisions of law.

Section 2. Right to Copy and Make Extracts

Any inspection under the provisions of this article may be made in person or by agent or attorney and the right to inspection shall include the right to copy and make extracts.

Section 3. Periodic Report

The Board shall cause any annual or periodic report required under law to be prepared and delivered to an office of this state or to the members, if any, of this Organization, to be so prepared and delivered within the time limits set by law.

Section 4. Financial Audit

Annual audits of the Organization's financial transactions shall be conducted at the direction of the Board and in coordination with the Treasurer.

ARTICLE VIII. IRC 501(c)(3) Tax Exemption Provisions

Section 1. Limitations on Activities

No substantial part of the activities of this Organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and this Organization shall not participate in,

or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these Bylaws, this Organization shall not carry on any activities not permitted to be carried on 1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or 2) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

Section 2. Prohibition Against Private Inurement

No part of the net earnings of this Organization shall inure to the benefit of, or be distributable to, its members, Directors or trustees, Officers, or other private persons, except that the Organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this Organization.

Section 3. Distribution of Assets

Upon the dissolution of this Organization, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Organization, shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of this state.

ARTICLE IX. Amendment of Bylaws

These Bylaws may be altered, amended, or repealed by a two-thirds majority of the Board of Directors.

ARTICLE X. Construction and Terms

If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation of this Organization, the provisions of the Articles of Incorporation shall govern.

Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.

All references in these Bylaws to the Articles of Incorporation shall be to the Articles of Incorporation, Articles of Organization, Certificate of Incorporation, Organizational Charter, Corporate Charter, or other founding document of this Organization filed with an office of this state and used to establish the legal existence of this Organization.

9-11

All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

ADOPTION OF BYLAWS

We, the undersigned, are all of the initial Directors or incorporators of this Organization, and we consent to, and hereby do, adopt the foregoing Bylaws as the Bylaws of this Organization.

Dated: _____

Printed Name: _____

Printed Name: _____

Printed Name: _____

Printed Name: _____

GARDNERVILLE COMMUNITY ENRICHMENT COUNCIL CONFLICT OF INTEREST POLICY

ARTICLE I. Purpose

The purpose of the conflict of interest policy is to protect the interest of the Gardnerville Community Enrichment Council, hereafter referred to as the "Organization", when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II. Definitions

1. Interested Person

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III. Procedures

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the

member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV. Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V. Compensation

1. A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
3. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI. Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII. Periodic Reviews

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
2. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII. Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Adopted _____

Signature, Title

The following were involved in the 501c3 process:

1. Dorette Caldana, President of Board, Chair of Org Committee responsible for implementation of goal from annual action plan to implement 501c3
2. Carol Sandmeier, VP of Board
3. Margaret Pross, Board Member and Member of County Planning Commission
4. Jim Woods, MSG Volunteer
5. Yu Shimizu, MSG Volunteer and Former Civilian Analyst for the Military
6. Kathleen Tomascak, Grant Writer and Employed by TRPA
7. Joanna Lilly, Financial Coordinator for Western Nevada College and currently employed in Accounting with TRPA
8. Paula Lochridge
9. Katherine Chase, Accountant who reviewed the 501c3
10. Scott Lichtig, Attorney



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on Douglas County adding Chapter 10.10 to the county code providing guidelines and procedures for installing Temporary Traffic Control Devices during maintenance, construction and special event activities; presentation by Erik Nilssen; with public comment prior to board action. (approx. 15 minutes)

2. **Recommended Motion:** Recommend approving the addition of Temporary Traffic Control Devices, Chapter 10.10 to the county code. (or including any modifications to the chapter as discussed during the meeting)

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** N/A

5. **Agenda:** Consent Administrative

Background Information: The County Engineer has identified a problem with the lack of traffic control devices being used during maintenance, construction and special events and has decided to add a section to the county code to define a procedure to follow to keep people safe during these road closures.

The GID's will be notified of this chapter as well and he is now waiting on comments from them on this chapter.

6. **Other Agency Review of Action:** Douglas County N/A - Minden and the GID

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued

CHAPTER 10.10

Temporary Traffic Control

Sections:

10.10.1 Purpose of title

10.10.2 Application of title

10.10.3 Manual on uniform traffic control devices

10.10.4 Authority to approve or deny restriction and issue permits

10.10.5 Permit fees

10.10.1 Purpose of title.

The purpose of this title is to establish uniform requirements across all towns, general improvement districts (GID), county departments, and public or private agencies for the complete or partial closing of a county right-of-way or easement dedicated for the facilitation of public transportation. The title will clarify when temporary traffic control is required, who has the responsibility to review and approve the temporary traffic control plans (TTCP), and when public notifications are required.

10.10.2 Application of title.

This title shall be applied to any construction, work, maintenance, parades, special events, or activity where the partial or total closing of the right-of-way or road easement is desired. This title does not apply to emergency closures of the right-of-way as determined by the sheriff, fire chief, utility company, or other state or federal agencies.

10.10.3 Manual on Uniform Traffic Control Devices.

- (A) Douglas County adopts the Manual on Uniform Traffic Control Devices (MUTCD) as the reference guide for placement of temporary traffic control within Douglas County. The MUTCD shall be used in streets, alleys, highways, transit stops or other facilities, hereinafter referred to as "county transportation facilities." The county may also adopt manuals, in whole or in part, developed and published by other cities, states or the federal government, along with modifications, amendments, or a supplement specific to Douglas County.
- (B) All temporary traffic control plans (TTCP) must be prepared by an American Traffic Safety Services Association (ATSSA) Certified Work Zone Traffic Control Supervisor or a Nevada Registered Professional Civil Engineer.
- (C) Clarifications and corrections. The county engineer is authorized to publish changes and corrections to the MUTCD as needed to provide clarification, additional explanation or illustration of any provisions, or to correct typographical or other similar errors. Such clarifications and corrections shall be in writing and stated on the road closure permit form.
- (D) The county engineer or designee, is authorized to approve or disapprove temporary traffic control utilized on any county transportation facility, and to take those actions necessary, in his or her professional judgment and in accordance with the MUTCD, to promote, preserve and protect public health, safety and welfare on such transportation facilities with respect to barricading and temporary traffic control.

10.10.4 Authority to approve or deny restriction and issue permits

- (A) Permit required. No person shall restrict any portion of a county transportation facility, county right-of-way or easement without first obtaining a valid road closure permit unless otherwise provided for in this title.

The necessity of a road closure permit shall be as follows:

- 1) For temporary restrictions of a transportation facility that have a duration of under one hour no road closure permit is required if the following conditions are met:
 - i. No intersections are restricted.
 - ii. No roadways within 300-feet of a traffic signal are restricted.
- 2) For temporary restrictions of a transportation facility that has a duration of greater than one hour, but less than four hours a road closure permit is required. All provisions of the road closure permit shall be completed except the "Public Notice" provision.
- 3) For temporary restrictions with a duration of greater than four hours all provisions of the road closure shall be completed.
- 4) For closures within 300-feet of a Nevada Department of Transportation (NDOT) owned right of way (US 395, 88, 50, SR 756, 757, 759, 206, 207, 209, etc.) the applicant shall contact NDOT to verify what additional permits and requirements may be necessary to gain approval. The applicant shall forward proof of NDOT coordination prior to obtaining a road closure permit from the County.
- 5) Parades may be exempt from strict adherence to the MUTCD if intersecting streets will not be closed for more than four hours. Due to the general "rolling" closure of roads along parade routes, volunteers may be used in lieu of signage to denote the closure of roads. Proposed parade routes and traffic control measures shall be submitted to the county engineer for review and approval.
- 6) Transportation facility closures which occur as a result of a reoccurring event may have a traffic control plan on file with the county. A permit shall not be required for each event, but notification of parties listed under the "Affected Party All Closures" of the road closure permit shall be notified for each event.

(B) Authority to approve or deny restrictions.

- 1) The county engineer or a designee shall have the authority to approve or deny all partial and full restrictions of county transportation facilities located **outside** of the boundaries of a Town or GID. The Town or GID has the option to defer review and approval to the county at their request. Additionally, any restrictions of county transportation facilities requested in conjunction with a Site Improvement, Encroachment or Building Permit shall be requested through the County Engineer regardless of location. This is to allow the applicant the ability to obtain all permits in one location.
- 2) For a closure of a town or GID maintained county transportation facility that is not requested in conjunction with a Site Improvement, Encroachment or Building Permit, the town or district engineer may approve or deny the closure permit.
 - i. An application shall be made to the town or general improvement district on a form provided by the entity.
 - ii. The TTCP shall be prepared or approved by the town or GID engineer.
 - iii. The approved TTCP shall be forwarded to the county engineer for notification and

coordination, but not for review or approval. For closures within 300 feet of a county maintained right of way the county engineer shall review the plan for its impact to the county transportation facility.

1. The county requires that as a minimum the following parties be notified for a planned closure that will be in effect for more than one hour:

dispatch, school district transportation division, post office, homeowners or business along the street to be affected, and the refuse collection agency.

Notification to the homeowners or businesses may be by mail or door hangers, but shall include at a minimum the date and duration of closures. Proposed alternate access routes if necessary shall be identified.

2. Additional notifications may be required by the town or GID.

- iv. For events anticipated to attract more than 500 attendees or that cross jurisdictional boundaries the TTCP shall be submitted through the county's outdoor festival permit and shall be under the review of the county engineer. The county engineer shall coordinate with the engineer or manager representing the affected towns or GID.

- (C) The county engineer may establish procedures, rules and issue permits. The county engineer shall develop, publish and revise from time to time as needed, procedures and rules, hereinafter referred to as the rules, for applying for permission to restrict any portion of a county transportation facility, and is authorized to issue or cause to be issued a road closure permit for all such requests that are approved. The rules may include blanket exceptions for certain types of work or specific types of restrictions for which a road closure permit is not necessary. Each road closure permit shall include general and special conditions as determined necessary by the county engineer or designee for the permit holder's temporary use of the right-of-way to promote, preserve or protect public health, safety and welfare by minimizing impact on the traveling public and gaining compliance with temporary traffic control standards with respect to such restrictions.
- (D) Temporary traffic control permit modification, suspension or revocation. The county engineer or designee may modify any condition of a permit, or suspend or revoke such temporary traffic control permit at any time when necessary, in their sole discretion, to promote, preserve or protect public health, safety and welfare. Such permit may also be suspended or revoked if the permit holder fails to follow the TTCP, applicable laws, or any general or special conditions of the permit.
- (E) This ordinance shall not limit any town or GID to require additional forms, information, permits or compensation from the applicant for the temporary closure.

10.10.5 Permit Fees.

- (A) Fees shall be set by the board of county commissioners on the road closure permit application.
- (B) Temporary traffic control fees must be paid at the time of submittal of a road closure permit.
- (C) The county shall not charge any fees in addition to those collected by a town or GID under their submittal processes.

Notice of Road Closure

Project Name
Douglas County Site Improvement
Permit Number

Street Name

As a part of the project to install the XXXXXX in your neighborhood, CONTRACOR NAME will need to temporarily close the street in front of your property.

The closure will take place on

And is expected to last from

_____ to _____

For questions or concerns regarding this project, your contact for CONTRACTOR NAME is SUPERINTENDENT at (775) XXX-XXXX

If you have any additional questions regarding this project please contact Erik Nilssen with the Douglas County Community Development Department at (775) 782-9063.



Notice of Road Closure

Project Name
Douglas County Site Improvement
Permit Number

Street Name

As a part of the project to install the XXXXXX in your neighborhood, CONTRACOR NAME will need to temporarily close the street in front of your property.

The closure will take place on

And is expected to last from

_____ to _____

For questions or concerns regarding this project, your contact for CONTRACTOR NAME is SUPERINTENDENT at (775) XXX-XXXX

If you have any additional questions regarding this project please contact Erik Nilssen with the Douglas County Community Development Department at (775) 782-9063.





Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on a request by GE for the town to host a GE Night at the Movies on Saturday, August 23, 2014. Appearance by GE representative; with public comment prior to Board action.
2. **Recommended Motion:** to approve town staff to show a movie for GE Family Night and Recommend we partner with them if they will show a different movie. he (Based on Board discussion)

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

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

5. **Agenda:** Consent Administrative

Background Information: GE would like to have a movie in the park for their employees on August 23, 2014. We have discussed with them that the park would still be open to the public. We would not advertise their movie but can't stop people from attending if they see a movie being shown or equipment being set up for the event. They would like to show the movie Frozen, which we are showing on June 6. The movie itself runs \$524. We would have staff time, movie equipment and sound equipment. We gave them a ball park figure for a town fee of \$1500 for their event. They will be at the board meeting and may want to discuss the Board sharing the cost of the movie and actually having a 5th movie. But since they want to show Frozen and we will have already shown it we wouldn't recommend sharing the movie cost as an option unless a different movie is selected to be played. The town will have already incurred the costs of showing the movie Frozen in Early June.

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

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued



Park Use/Street Closure/Special Event Application
Reservation Form/Release of Liability/Indemnification Agreement
1407 US Highway 395 N - Gardnerville, Nevada 89410
(775) 782-7134 Phone (775) 782-7135 Fax

Date of Application (must be submitted 10 business days prior to event): 3-21-2014

Organization: GE Oil and Gas Corporation: Yes [checked] No
(If a corporation, a copy of the Articles of Incorporation must be attached)

Contact Person: Katie Marquardt email: Katie.marquardt@ge.com
Home/Cell Phone: 720-2294 Business Phone: 215-1132 Fax:
Mailing Address: 1631 Bently Parkway S. Minden 89423
(If corporation, attach home or business phone and addresses of president, vice-president and secretary)

Requesting: Heritage Park [checked] Is request for exclusive use of park: Yes ___ No ___
If Heritage Park but not exclusive use, describe which area of park is being requested:

Requesting: Street Closure n/a Street(s) proposing to be closed:
(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

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

Name and description of event, concessions, fund-raiser, etc.: GE event for our employees
to show movie in park

Event date(s): Aug 23rd 2014 Event hours (including set up & tear down): evening to show movie

This event is: Non-Profit: ___ For Profit: ___ Closed to Public: [checked] Open to Public: ___
(Non-profit organizations must submit IRS 501c letter with application)

If non-profit event, describe who benefits from proceeds of event: n/a

Number of patrons, customers, spectators, participants, etc. expected to attend on each day of the event:
approx. 1000
(Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)

Event Insurance Carrier: See attached Phone:
(Certificate of Insurance must name the Town of Gardnerville as additional insured, date and location of the
event - see Special Event Policy for policy limits)

Is a fee charged to attend the event: Yes _____ No X
Is food being served: Yes _____ No _____ If yes, Health Permit # _____
Will alcohol be sold or served: Yes _____ No X Liquor licenses/permits may be required
Will there be band or amplified music: Yes X No _____ (hope to use TOG movie equipment)
Will you have tents, canopies, bounce houses, dance floors, etc.? Yes _____ No X
If yes, specify quantity, dimensions, etc: _____

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20'x20' may be subject to additional security deposits and/or insurance coverage)

Clean-up/Sanitation/Garbage Plan: dumpsters / pay park to clean up

(Park dumpster(s), groups of 50 or more require a mandatory dumpster service of \$25/dumpster; park restrooms accommodate a maximum of 100 people, one port-a-can is required for every 100 people over 100)

Water and Sanitation Plan if food sold or consumed during event: n/a

(Town's water coupler is available if you use hoses for water)

Other Town services, if required: Setup movie / clean up, and tear down of movie eqpt. maint.

(Electrical outlets, pavilion lighting, etc.)

Event Parking Area: Existing parking at Heritage; grillman and extra dirt lot
(Event cannot block driveways of private residences around park. Please note that dirt lot east of Heritage Park is private property and may not be used for parking unless a letter of owner's permission is submitted)

Fire/Emergency Medical Services Plan: call 911 / GE first responders on site

(Submit East Fork Fire Protection District authorization and approval)

Security Plan if overnight use of Town facilities planned: no overnight

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

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

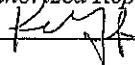
A copy of the approved form MUST be at the event

WAIVER OF LIABILITY

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

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

Authorized Representative(s) of Applicant:

	Katie Marquardt	3-24-14
Signature	Printed Name	Date

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

(Town Office Use Only)

Heritage Park:

Usage \$25/hr (\$300/day max)	Paid \$ _____	Date: _____	
Park Deposit \$300	Paid \$ _____	Date: _____	Facility Reviewed: _____
Dumpster \$25/each	Paid \$ _____	Date: _____	
Additional Fees/Description	\$ _____		
Deposit Refunded	Paid \$ _____	Date: _____	

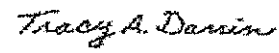
Street Closure:

Application Fee \$100	Paid \$ _____	Date: _____
-----------------------	---------------	-------------

Scheduled for Town Board Agenda: _____ Approved: _____

Scheduled for Douglas County Commissioner Agenda: _____ Approved: _____

STANDARD CERTIFICATE OF INSURANCE -

THIS CERTIFICATE IS NOT A POLICY OF INSURANCE AND IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE OF A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.		THIS DOCUMENT SUPERSEDES ANY CERTIFICATE PREVIOUSLY ISSUED UNDER THIS NUMBER.				
NAME AND ADDRESS OF INSURANCE COMPANY: ELECTRIC INSURANCE COMPANY 75 SAM FONZO DRIVE, BEVERLY, MA 01915 LDI COI 278928 11 11		COMPANY LETTER	A ELECTRIC INSURANCE COMPANY			
		COMPANY LETTER	B			
		COMPANY LETTER	C			
		COMPANY LETTER	D			
NAME AND ADDRESS OF INSURED: Bentley Nevada, Inc. - 1631 Bentley Parkway South, Minden, NV 89423 USA						
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED, THE POLICY(IES) MUST BE ENDORSED. IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY, CERTAIN POLICIES MAY REQUIRE AN ENDORSEMENT. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).						
COMPANY LETTER	TYPE OF INSURANCE	POLICY NUMBER	POLICY PERIOD	LIMITS OF LIABILITY		
					EACH OCCURRENCE	AGGREGATE
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL FORM <input checked="" type="checkbox"/> PREMISES-OPERATIONS <input checked="" type="checkbox"/> XCU <input checked="" type="checkbox"/> PRODUCTS/COMPLETED OPERATIONS HAZARD <input checked="" type="checkbox"/> BLANKET CONTRACTUAL <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY <input checked="" type="checkbox"/> INDEPENDENT CONTRACTORS <input checked="" type="checkbox"/> SEPARATION OF INSUREDS <input checked="" type="checkbox"/> CLINICAL TRIALS <input checked="" type="checkbox"/> OCCURRENCE FORM	GL 14-1	1/1/14 TO 1/1/15	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$ 2,500,000	\$5,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> COMPREHENSIVE FORM <input checked="" type="checkbox"/> ALL OWNED <input checked="" type="checkbox"/> HIRED <input checked="" type="checkbox"/> NON-OWNED	ML 14-2	1/1/14 TO 1/1/15	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$2,500,000	
A	EXCESS LIABILITY <input checked="" type="checkbox"/> FOLLOWING FORM	XS 14-1	1/1/14 TO 1/1/15	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$2,500,000	\$5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS LIABILITY <input checked="" type="checkbox"/> USLH <input checked="" type="checkbox"/> JONES ACT <input checked="" type="checkbox"/> OUTER CONTINENTAL SHELF LANDS ACT <input checked="" type="checkbox"/> OTHER STATES' ENDORSEMENT	WC 14-1	1/1/14 TO 1/1/15	<input checked="" type="checkbox"/> STATUTORY LIMITS EACH ACCIDENT DISEASE - POLICY LIMIT DISEASE - EACH EMPLOYEE	 \$2,500,000 \$5,000,000 \$2,500,000	
LOCATION: REMARKS: CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BELOW, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES.						
NAME AND ADDRESS OF CERTIFICATE HOLDER:			DATE ISSUED: 3/24/2014			
			 TRACY A. DARRIN Authorized Representative			

11-5

Louthan, Carol

From: Marquardt, Katie (GE, Measurement & Control) <katie.marquardt@ge.com>
Sent: Wednesday, March 05, 2014 3:26 PM
To: Louthan, Carol
Cc: Spiers, Holly (GE Oil & Gas)
Subject: GE Movies in the Park Night

Hi Carol,

The GE team is looking to use Heritage Park to host a GE Night at the movies. (just as the town of Gardnerville hosts for the community) We would advertise among our employee population. Looking for a Saturday evening date in either June or August 2014.

I understand you reach out to local teams/businesses to pay for the movies you show to the community - not sure if there could be a way to show the movie we would select/purchase as one of the community sponsored movies When I spoke with you last week, you mentioned the cost would be about 1500 (for the movie and use of park/equipment to show the movie) Just as a background, we have 750 employees at our site - not sure what to expect as far as attendance for this event

Please tell me again when the next board meeting is where this idea could be presented....Thanks, Katie

Katie Marquardt
GE
Oil & Gas
Measurement and Control
Human Resources Manager

T 775 215 1132
F 775 215 2875
M 775 720 2994
D *201 1132
katie.marquardt@ge.com<mailto:katie.marquardt@ge.com>

1631 Bently Parkway South
Minden, NV 89423



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on a request to approve a town event application by the Carson Valley Community Food Closet for a Luau to be held at Heritage Park September 7, 2014 from 4:00 p.m. to 9:00 p.m., and waive the \$75 fee associated with the rental of the park, considered to be a Class II use per policy, appearance by Carson Valley Food Closet representative; with public comment prior to Board action.

2. **Recommended Motion:** Approve a town event application by the Carson Valley Community Food Closet for a Luau to be held at Heritage Park on September 7, 2014 from 4:00 to 9:00 p.m. but not waive the fee associated with the rental of the park.

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** 10 minutes

5. **Agenda:** Consent Administrative

Background Information: See application.

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

7. **Board Action:**

Approved

Approved with Modifications

Denied

Continued



\$25.00 per hour request fees waived on March 4th to the town board TUES \$300 deposit stangs

Reservation Form and Release of Liability and Indemnification Agreement

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

1407 Highway 395 Gardnerville, Nevada 89410 (775) 782-7134 (775) 782-7135 Fax

Date of Application: Feb 18, 2014 (Application must be submitted 10 business days prior to the requested Town park use, street closure, and/or special event)

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

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

Requesting use of Heritage Park? Yes X No

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

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

Name of Applicant Organization or Business: Carson Valley Comm. food closet Corporation: Yes No X (If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: Sarah Sanchez Supervisor of Activity: same

Home Telephone #: Business Telephone # 775-787-9711 Fax #: 775-782-4452 (If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: 1255 Waterloo B, Gardnerville, NV 89410 (If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: PO Box 2911 Gardnerville, NV 89410

Type of Activity Town Park will be used for: Salmon Bake

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

Band or amplified music? Yes No

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

12-2

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

Date(s) Requested (include setup and tear down time): Sept 7 4-9pm

Event hours: 5:30 - 9pm

Describe proposed event, concessions, fund-raisers, etc: Hawaiian Luau, music, drinks to support a Capital Campaign

Town services, if any, required: all

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

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

If Yes, specify quantity, dimensions, etc.: unknown @ this time, possibly tents

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 100-250

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

Event Insurance Carrier & Telephone #: Warren Reed

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

Event Security Plan: TBD

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

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

Event Clean-up/Sanitation/Garbage Plan: TBD

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

Fire/Emergency Medical Services Plan: TBD

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area:

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

12-3

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

WAIVER OF LIABILITY

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

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

Signature(s) of Authorized Representative(s) of Applicant: SANALCO Date: 2-18-14
_____ Date: _____

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

Printed Name(s) of Authorized Representative(s) of Applicant above: _____

(Town Office Use Only)

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

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

12-4



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on a request of the Town to sponsor the 3 day SPLASH DOGS event in an amount not exceeding \$1,000.00, on July 24, 25 and 26, 2014, including the town closing Ezell Street, providing Heritage Park, porta potties, and coordinating and providing 30,000 gallons of water for the pool; with public comment prior to Board action.
2. **Recommended Motion:** Approve sponsoring of the July 24, 25, and 26th Splash Dogs events closing North side of Ezell Street (around the park) and provide Heritage Park, with a cost to the town not to exceed \$1,000.

Funds Available: Yes N/A – Park projects have funds available for this event.

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** 25 minutes

5. **Agenda:** Consent Administrative

Background Information: The town was approached by the Splash Dog organizers to provide and sponsor a local Splash Dog event to be held at Heritage Park. The event is a family event of a nature that will make Gardnerville a destination and provide the local economy with a small boost in sales and room nights within the Carson Valley. CVI had this event at their new outdoor theater last year and it was very successful for its first year. If the board approves sponsorship of this event, staff will begin to work with the event organizers to provide a flyer for distribution, work with the local motels/hotels to provide weekend packages for this event, obtain road closure for Ezell for three days, obtain adjacent property owner permission to use site, work on obtaining bleachers for the event, coordinating food vendors during the daytime and coordinating filling and emptying of the pool. Courthouse Alley will still be open for traffic. We have received many emails supporting this event.

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

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued

13-3



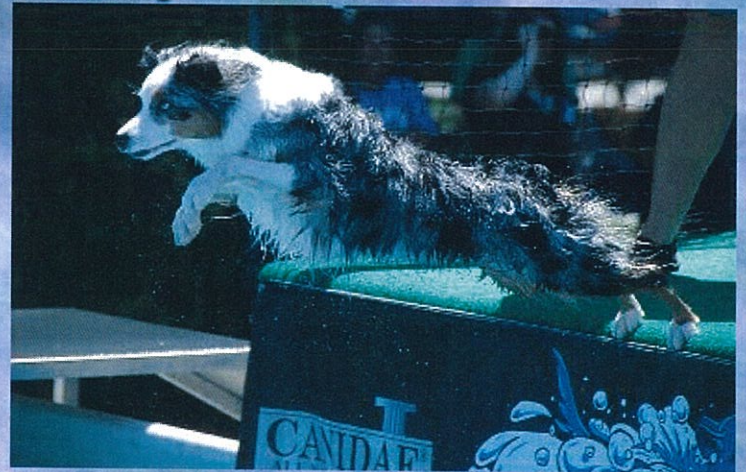


Come join the FUN from Friday, July 12th to Sunday, July 14th 2013!! Each Splash is \$20. Practice is \$20 and can be applied to a Competition Splash. Beginners are welcomed and encouraged to come out and try this fun sport with their dogs!!

Splash Dogs California State Fair Championship Series

Cal Expo, 1600 Exposition Blvd, Sacramento, CA 95815

(UKC Sanctioned Event) Dock Jumping Competition



Friday, July 12th, Splashes are at 11am, 1pm, 3pm, 5pm, and 7pm. Saturday, July 13th, Splashes are at 11am, 1pm, 3pm, 5pm, and Super Vertical is at 6pm. Sunday, July 14th, Splashes are at 11am, 1pm, 3pm, and Finals are at 5pm. Registration and Practice Dock open daily at 10am. The Dock close daily at 6pm. COME ON OUT AND JOIN THE FUN!! If nothing else, while you are out enjoying our State Fair, stop by and watch some AMAZING TEAMS ROCK THE DOCK!! Be warned, you are going to want to go home and get your own dog to come play with these guys once you see some amazing dogs FLY!!



California State Fair

★ July 12th - 28th 2013 ★

To register and for more information, go to splashdogs.com. For more information on the California State Fair, go to bigfun.org.



Come join the FUN from Friday, February 28th thru Sunday, March 2nd, 2014!!

UKC Sanctioned Event Splash Dogs Nor Cal Sports Show Dock Jumping Competition

1890 Briggs Street, Anderson, CA 96007
 Shasta District Fair Grounds

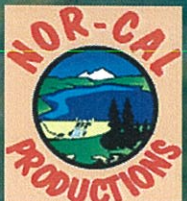
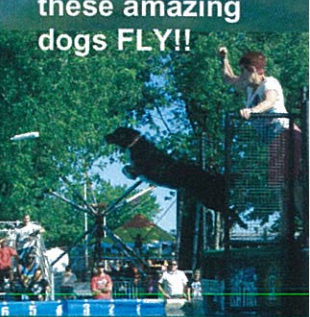
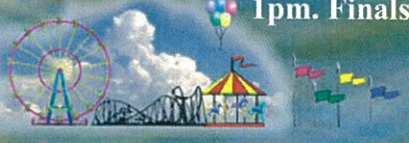


Each Splash is \$20. Practice is \$20 & can be applied towards a Competition Splash. Beginners are welcomed & encouraged to come out to try this fun sport with their dogs!!



Friday, February 28th, Registration and Practice Dock open at Noon. Splashes are at 1pm, 3pm, and 5pm. The Dock closes at 7pm. Saturday, March 1st, and Sunday, March 2nd, Registration and Practice Dock open at 10am. Saturday, Splashes are at 11am, 1pm, and 3pm. The Super Vertical competition will be at 5pm. The Dock closes at 7pm. Sunday, Splashes are at 11am and 1pm. Finals are at 3pm. The Dock closes at 5pm.

COME ON OUT AND JOIN THE FUN!! If nothing else, stop by while you are enjoying the Sports Show and watch some AMAZING TEAMS ROCK THE DOCK!!! Better yet, plan on bringing your own dog out to try their paw at this fun sport since you know you will want to after watching some of these amazing dogs FLY!!



To register, go to splashdogs.com.. For more info on the Nor Cal Sports Show, go to norcalsportshow.com

Come join the FUN
from Wednesday,
June 12th thru
Saturday, June
15th, 2013!!



Each Splash is \$20.
Practice is \$20 & can be
applied to a Competition
Splash. Beginners are
welcomed and
encouraged to come out
to try this fun sport with
their dogs!!

Splash Dogs Shasta Championship Fair Series Dock Jumping Competition (UKC Sanctioned Event)

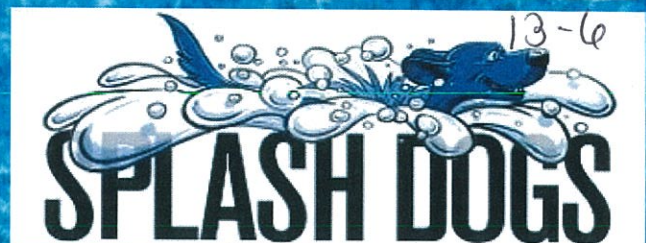
Shasta District Fairgrounds, 1890 Briggs Street, Anderson, CA 96007



Wednesday, June 12th, Thursday, June 13th, and Friday, June 14th Splashes are at 1pm, 3pm, and 5pm. Wednesday and Thursday will have a Splash at 7pm. Friday will have Super Vertical Competition at 7pm. Saturday, June 15th, Splashes are at 1pm and 3pm, with Finals at 5pm. Registration and Practice Dock open at Noon daily. The Dock closes at 8pm daily. COME ON OUT AND JOIN THE FUN!! If nothing else, stop by when you are at the Fair and watch some AMAZING TEAMS ROCK THE DOCK!! Don't worry, you will want to go home and get your own dog after you see some of these dogs FLY!!



To register, go to
splashdogs.com. For
more info on the fair, go
to shastadistrictfair.com



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Trending:

[Jobs Peak fire damage estimated at \\$1.25 million](#)

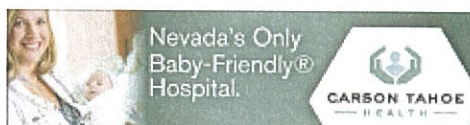
[Sister charged with aiding fugitive Gomez](#)

[Restaurant burglar sent to prison](#)

[700 gather to celebrate 'Diny'](#)

[Sheriff's office seeks person of interest](#)

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News

by **Kurt Hildebrand**
khildebrand@recordcourier.com

Back to:
August 14, 2013

Dogs make splash in Minden



13-7

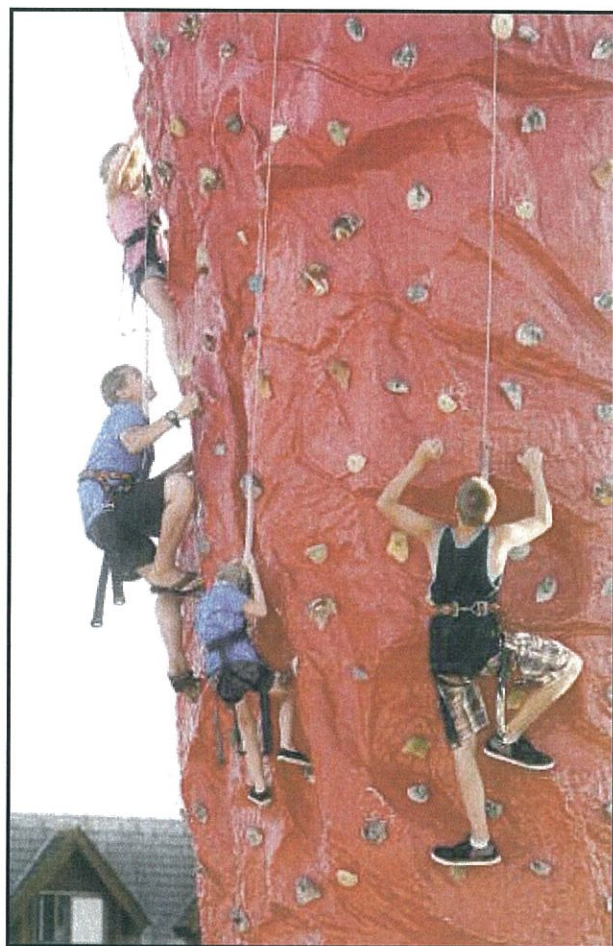
A splash dog soars through the air to the delight of the crowd at the Carson Valley Inn's birthday celebration on Sunday.



The Carson Valley Inn birthday festivities on Sunday included the Splash Dogs Jumping Competition.

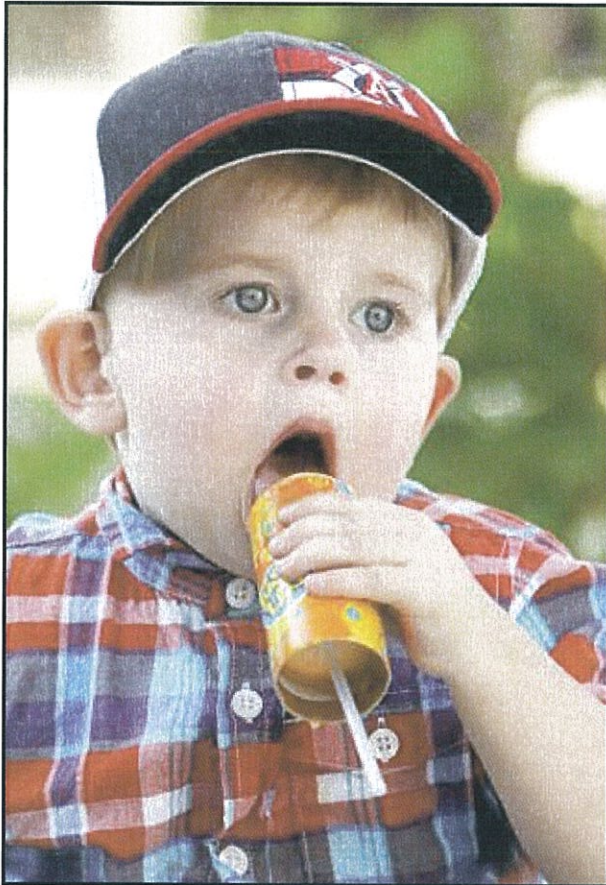


The Blues Monsters perform in the Carson Valley Inn lounge today and Saturday.



Children climb a rock wall at the Carson Valley Inn's 29th birthday celebration on Sunday.

13-9



A youngster enjoys a free ice cream treat at the Carson Valley Inn's birthday celebration on Sunday.

- [«](#)
- 7 of 5 images
- [»](#)

A Splash Dog demonstration drew as many as 300 people to the Carson Valley Inn's 29th anniversary party on Sunday, and 75 of their dogs. "The splash dog attendance was overwhelming," Marketing Director Bill Henderson said. "The stands were filled for every heat and there were many other people hanging around." Not all the dogs were professionals at the sport, which has dogs jumping off a pier after toys thrown over a pool. "It amazed me how many local people brought their dogs," he said. "Many of them were there to give it a try, but there were also many ...

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13-10

Dallaire, Tom

From: Pam Kindall [therapyisgolden@att.net]
Sent: Monday, March 24, 2014 12:00 PM
To: Dallaire, Tom
Subject: Splash Dog Competition in Gardnerville

I am writing regarding the proposed Splash Dog competition in Gardnerville. We had so much fun last year at the CVI Splash Dog event and would really like to enjoy another Splash Dog event this year. It would also be great to have the event for 2-1/2 days this year.

Thank you for your consideration.

Pam & Brett Kindall
Team Golden Paws

Dallaire, Tom

From: Jamie Torrey [luvmyemmylou@gmail.com]
Sent: Monday, March 24, 2014 12:01 PM
To: Dallaire, Tom
Subject: Splash Dogs jump in Gardnerville

To whom it may concern,

Our family has been an avid supporter of Splash dogs for several years now and would be thrilled to see a jump in the Gardnerville area. Splash Dogs supports a fun family time with our beloved pets and Gardnerville would be a wonderful location to hold one of these fantastic jumps.

Please consider this request for approval and allow Splash Dogs to bring this fun activity to the area.

Thank you,
Jamie Torrey

Dallaire, Tom

From: John Hefner [csmjvh@hotmail.com]
Sent: Monday, March 24, 2014 12:07 PM
To: Dallaire, Tom; pitchingup@aol.com
Subject: Splash Dogs Event

I am in full support of the proposed Splash Dogs Event to be held at Heritage Park. The park is an excellent location. I know several of the dog owners and they are responsible owners. Most of the dogs are crated inbetween events and as I understand it the organizers will naturally be responsible for any clean up which may be necessary. Additionally, they will have an designated area outside of the grassy area for nature to occur, which will be cleaned after the event.

I believe these types of events can only enhance our life here in the valley as they are wholesome and bring not just individuals but families which stimulate our local economy. We should not miss these opportunities when they arise.

Thank you for your consideration.

John Hefner
775 720-6995

13-11

Dallaire, Tom

From: idofun@aol.com
Sent: Monday, March 24, 2014 12:34 PM
To: Dallaire, Tom
Subject: Splash Dogs

Dear Mr. Dallaire,

Thank you for taking our emails! My family and I are very excited about the possibility of a Splash Dogs event here in our beautiful valley! The weather is wonderful in July and being able to enjoy the grass and facilities of Heritage Park would be a real plus. Wouldn't it be fun to offer specials at shops, restaurants and bars in the area in honor of the event? I can see this being a fun family event, as well as boosting the economy of the town! I have been taking my dog to jumps with Splash Dogs for the last couple of years and I usually spend about \$480.00 each weekend away. Lodging, restaurants, shopping, and fuel all in the town we're visiting. And that's just one person! I also don't mind driving several hours each way to attend.

The other thing I'd like to tell you about is how friendly and responsible I've found the dog sport community to be. Everyone supports each other and their number one concern is their dog, along with supporting the community they're visiting. Everyone picks up after their dogs, keeps their dogs on leashes, and keeps personal space between their dogs while waiting their turn in the pool. I've raised two kids here, who played every sport imaginable, and dog sport people are so much more relaxed. They are a very nice group of people who take pride in the way they effect the venues who are hosting them and want to be invited back. We all have favorite venues we look forward to visiting year after year. Wouldn't it be wonderful if Gardnerville could be one of those locations? I feel very strongly that you won't be disappointed if you invite Splash Dogs to Heritage Park!

Thank you for your time,
The Hotho Family

Dallaire, Tom

From: Carol Snee [snees@rtci.net]
Sent: Monday, March 24, 2014 12:49 PM
To: Dallaire, Tom
Subject: Splash Dogs

To whom it may concern;

I would LOVE to see a splash dogs even held in Gardnerville, NV this July. Many of us dog enthusiasts have to travel long distances to participate and it would be wonderful to have an event in our own back yard. It would be great for the local motels, restaurants and casinos as well.

Please give due consideration to this request.

Thank you in advance,
Carol Snee
Reno, NV

13-12

Dallaire, Tom

From: Eric Hamilton [eric_hamilton_2000@yahoo.com]
Sent: Monday, March 24, 2014 12:52 PM
To: Dallaire, Tom
Cc: Eric Hamilton
Subject: Gardnerville Jump

I'm writing in support of the Splash Dogs event in Gardnerville in July. I live in the San Jose area (near SF) and last year drove 5 hours to the CVI event in Minden. As you know it was very well attended both by dogs and spectators. There were a lot of big jumping dogs there.

If Gardnerville hosts the Splash Dogs event in July, you can count on me being there with my 2 dogs.

Best Regards,
Eric Hamilton

Dallaire, Tom

From: Eric Hamilton [eric_hamilton_2000@yahoo.com]
Sent: Monday, March 24, 2014 12:52 PM
To: Dallaire, Tom
Cc: Eric Hamilton
Subject: Gardnerville Jump

I'm writing in support of the Splash Dogs event in Gardnerville in July. I live in the San Jose area (near SF) and last year drove 5 hours to the CVI event in Minden. As you know it was very well attended both by dogs and spectators. There were a lot of big jumping dogs in attendance.

If Gardnerville hosts the Splash Dogs event

Dallaire, Tom

From: Sharon Laviolette [slaviol@aol.com]
Sent: Monday, March 24, 2014 1:04 PM
To: Dallaire, Tom
Subject: Splash Dogs

I hear Splash Dogs is planning an event in July!
Please approve their request!
We had so much fun at CVI and Tamarack Junction last year!

Thank you so much!

Sharon LaViolette Bachman

Sent from my iPhone

Dallaire, Tom

From: Dee Dixon [deemom69@aol.com]
Sent: Monday, March 24, 2014 1:29 PM
To: Dallaire, Tom
Subject: Splash Dogs

Please Please let Splash Dogs come to Gardnerville!! We love your town!!

13-13

Dallaire, Tom

From: dbscubagirl@charter.net
Sent: Monday, March 24, 2014 4:09 PM
To: Dallaire, Tom
Subject: splash dog event in July

Hello this email is to request that you have the Splash Dog event in July. Last year the event brought a lot of people out to enjoy it! At one point it was standing room only watching all of the amazing dogs fly through the air! Please consider having the event again this year we had a BALL!!!

Sincerely,

Dawn Nelson and Super Luke!

Dallaire, Tom

From: Lucy Johnson [adlintahoe@charter.net]
Sent: Monday, March 24, 2014 4:30 PM
To: Dallaire, Tom
Cc: heather
Subject: Splash Dogs in Gardnerville

Last year the Splash dogs event at CVI drew a Huge crowd. Everyone enjoyed it Very Much. Getting these dogs and their owners/trainers all kinds of great exposure, and giving our Awesome Community yet another event to share with Friends and Family this Summer.

I personally look forward to Splash Dogs coming back again this Summer, and Every summer.

Sincerely,
Lucy Johnson

Dallaire, Tom

From: k [kathy_skizzle@yahoo.com]
Sent: Monday, March 24, 2014 7:07 PM
To: Dallaire, Tom
Subject: Splash Dogs event Do.Co

I am writing in support of having the splash dogs here in Douglas County again. This was a Great, welcomed event last year and look forward to more of these events! Please continue to bring wholesome events such as this to our community!

Live It~ Own it
Kathy Solis



13-14

Dallaire, Tom

From: Pamela Sauer [macred533@gmail.com]
Sent: Monday, March 24, 2014 10:17 PM
To: Dallaire, Tom
Subject: Splash Dog Event

Dear Gardnerville Town Board,

Just a brief note to let you know that we attended the Splash Dog Event held at Carson Valley Inn last summer and have attended several other of these events held in Reno. The events always are enjoyable to those that attend. They attract a desirable group of people including children. In addition, I feel this event can help inspire our young people to know that if they care for and train their dogs they too can enter their animals.

I hope you will agree that these events are a worthwhile endeavor for the Gardnerville and Minden communities.

Thank you for your consideration.

Sincerely,

Pamela Sauer
987 Peralta Way
Minden, Nv

Dallaire, Tom

From: pjfriebel@aol.com
Sent: Tuesday, March 25, 2014 10:41 AM
To: Dallaire, Tom
Subject: Splash Dogs Event

It would be great to have a Splash Dog event at Heritage Park in July. Splash Dogs is such a fun dog sport that the whole family can enjoy either by watching or participating. I hope the city will allow this event to happen.

Thank you,
Janet Friebe

Dallaire, Tom

From: Ausscyn@aol.com
Sent: Tuesday, March 25, 2014 12:58 PM
To: Dallaire, Tom
Subject: July Splash Dogs Jump

To Whom It May Concern:

I'm writing in regards to the Splash Dogs Jump, July 25-27 in Gardnerville. I hope the town board will approve this event as it's a wonderful sport, both for the dogs and handlers, as well as the audience. I'm sure the event will entertain all who attend, and they in turn will welcome the opportunity to spend the day outdoors at the park for something the entire family can enjoy, and at no cost.

Splash Dogs always does a terrific job putting on canine dock diving, and are a very professional group. I'm looking forward to taking my own dogs and giving it a try!

Sincerely,
Cynthia Kennedy
Virginia City Highlands

Dallaire, Tom

From: Richard Church [rlchurch@yahoo.com]
Sent: Tuesday, March 25, 2014 1:22 PM
To: Dallaire, Tom
Subject: Splash Dog Events

I wanted to e-mail in support of the splash dog event. The people who attend these events are always very leash conscious and pick up after their dogs. Moreover, this type always bring a great deal of dollar to the local area as most people tend to use local hotels and services.
respectfully
Richard Church

Dallaire, Tom

From: Lisa Smith [dragonfly_minis@yahoo.com]
Sent: Tuesday, March 25, 2014 1:48 PM
To: Dallaire, Tom
Subject: In Support Of The Splash Dogs' Event In July 2014

Dear Gardnerville Town Board,

We are very excited to hear of the possibility of the upcoming Splash Dogs' event in your town this July!! We sadly missed the jump at CVI last year since it was a lot of work to do for just a one day event. However, our family can certainly justify everything that goes into us attending a multiday event like your's would be and we are looking forward to making it into an extended family vacation. All we need from you is the approval to start packing the minivans with dogs and their people. There is such a fun family friendly atmosphere to all of the Splash Dogs events!! We would love to participate in one in your lovely little town :)

Thank you for your consideration!!

Sincerely,

Lisa Smith

Dallaire, Tom

From: Silva, Wendy R - APHIS [Wendy.R.Silva@aphis.usda.gov]
Sent: Tuesday, March 25, 2014 1:55 PM
To: Dallaire, Tom
Subject: 2013 Carson Valley Inn Splash Dogs
Attachments: Bailey from California.jpg

To Whom it may concern,
I just wanted to let you know that last year was such a blast jumping up at the Carson Valley Inn and here is a photo from the event when Bailey was just 11 months old with his Super Fly Suit. I hope to come back this year again and jump with Splash Dogs since Bailey and I had such a blast.

Thank you.

Wendy Silva
Sacramento, CA 95825

Dallaire, Tom

From: Mary Green [l.mgreen@sbcglobal.net]
Sent: Tuesday, March 25, 2014 3:48 PM
To: Dallaire, Tom
Subject: Splash Dogs

Hi, Please let Splash Dogs come to your area. We will Drive up from the Bat area and spend a ton of money for the weekend. Mary Green

Dallaire, Tom

From: hadsher77@aol.com
Sent: Tuesday, March 25, 2014 8:11 PM
To: Dallaire, Tom
Subject: Splash dogs

Please support the splash dogs jump in July.
Katherine Hadley
2568 Henning Lane
Minden, Nv

Dallaire, Tom

From: Lin Nelson [linmnelson@sbcglobal.net]
Sent: Tuesday, March 25, 2014 9:06 PM
To: Dallaire, Tom
Subject: Splash Dogs

I'm writing in support of Gardnerville hosting a Splash Dogs 3-day event in July 2014. Splash Dogs is the nation's fastest growing sport both for participants and spectators and it will be a popular attraction. It was such an event that brought me to Carson Valley last summer. Unfortunately, we were in Minden for only one day and did not have time to browse the shops and restaurants in the town. The grassy Heritage Park is an ideal setting for both canines and humans and a 3-day event should prove beneficial to local businesses. I have been associated with the Splash Dogs company for several years and assure you that an association with them will prove to be a very positive experience for you and a relationship that you will want to cultivate. Hope to see you in July! Lin M. Nelson, Carnelian Bay,CA

Dallaire, Tom

From: Leslie Morefield [lmorefield@charter.net]
Sent: Wednesday, March 26, 2014 10:32 AM
To: Dallaire, Tom
Subject: Proposed Dog Dock Jumping Competition - July 2014

This e-mail is in support of the proposed Dog Dock Jumping Competition planned for I believe Heritage Park in July 2014. I am a long-time Minden resident and dock jump my two dogs. I have attended several of the Splashdogs dock jumping competitions over the past two years and have found these events to be professionally run with utmost care for the surrounding venue. Competitors in this dog competition are very respectful and cognizant of the impact of their dogs to surrounding neighborhoods and businesses making sure that barking is kept to a minimum and all dog waste is cleaned up. I have traveled several times over the hill and to the Reno/Sparks area to compete and believe these competitions provide a boost to the local economy with dog-friendly hotel occupancy, patronizing restaurants and grocery stores, and other local establishments. I know I have left my fair share of money at towns that have hosted these competitions. Additionally it is good, clean family fun! What better way to spend a hot summer day than around water, well-behaved dogs, and the benefit of an occasional splash? Beginners and their owners are always welcome and the event coordinators are happy to help new dogs give it a try. I hope we will have an opportunity to see this event come to Gardnerville in July. Thank you for your consideration.

Leslie Morefield
Minden,NV
775-782-4360

13-18

Dallaire, Tom

From: pitchingup@aol.com
Sent: Thursday, March 27, 2014 12:08 PM
To: Lochridge, Paula; Dallaire, Tom
Subject: Re: Splash Dogs Flyers

Thank you guys sooooo much. I hope Tom is still speaking to me and wasn't overwhelmed with emails. I have no idea if few or many came.

Please let me know if there is anything you think I should have with us on Wednesday for the board.

Take care,
Heather

-----Original Message-----

From: Lochridge, Paula <PLochridge@co.douglas.nv.us>
To: Dallaire, Tom <tdallaire@co.douglas.nv.us>
Cc: pitchingup <pitchingup@aol.com>
Sent: Thu, Mar 27, 2014 11:14 am
Subject: FW: Splash Dogs Flyers

Hi Tom, I wasn't sure what was sent directly to you for the board packet but thought I'd forward this to you just in case.

Paula

From: Lisa Smith [mailto:dragonfly_minis@yahoo.com]
Sent: Monday, March 24, 2014 5:35 PM
To: Lochridge, Paula
Subject: Splash Dogs Flyers

Here are a few of the flyers that I made for past Splash Dogs events. Thanks for your interest!! We are really looking forward to attending the event. Please let me know if there is anything else I can do to help make this happen.

~Lisa



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on Proclamation 2014-01 recognizing April 25, 2014 as Arbor Day; with public comment prior to Board action.

2. **Recommended Motion:** Approve Proclamation 2014-01 recognizing April 25, 2014 as Arbor Day.

Funds Available: Yes N/A – a tree will be purchased from a local nursery.

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** 5 minutes

5. **Agenda:** Consent Administrative

Background Information: The Board annually issues a Proclamation in observance of Arbor Day as part of our continuing dedication to the urban forest and the Tree City USA designation. See attached Proclamation

This year the tree will be planted on the Arbor Gardens parcel for a starter to a larger landscaping project in the future.

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

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued



TOWN OF GARDNERVILLE
PROCLAMATION 2014P-01

BY THE GARDNERVILLE TOWN BOARD PROCLAIMING
APRIL 25, 2014 AS ARBOR DAY

WHEREAS, in 1872, J. Sterling Morton proposed to Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees in our community increase property values, enhance the economic vitality of business areas, and beautify our community; and

NOW, THEREFORE LET IT BE RESOLVED THAT THE GARDNERVILLE TOWN BOARD DOES HEREBY PROCLAIM APRIL 25, 2014 AS ARBOR DAY, AND WE URGE ALL CITIZENS TO SUPPORT EFFORTS TO PROTECT OUR TREES AND WOODLANDS, AND TO PLANT AND CARE FOR TREES THAT PROMOTE THE WELL-BEING OF THIS AND FUTURE GENERATIONS.

ADOPTED: This 2nd day of April 2014.

GARDNERVILLE TOWN BOARD MEMBERS:

LINDA SLATER CHAIRMAN

LLOYD HIGUERA, VICE CHAIRMAN

MARY WENNER, MEMBER

MIKE PHILIPS, MEMBER

KEN MILLER, MEMBER



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Discussion on the Fiscal Year 2014-2015 tentative Capital Improvement Plan (CIP), with public comment prior to Board action.

2. **Recommended Motion:** Motion to approve the 2014-2015 tentative Capital Improvement plan (or as modified during the discussion)

Funds Available: Yes N/A – Being Budgeted

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** April 2, 2014 **Time Requested:** 10 minutes

5. **Agenda:** Consent Administrative

Background Information: This is an opportunity for the board to review the tentative CIP, prior to the final CIP approval next month. Please look at the projects crossed off and the ones that are remaining to be funded. We need to get these projects prioritized so we can keep the grant funds coming in. This projects in where we are, what we have done and are doing. The grant funding is becoming difficult to track as we budget it during one budget cycle and the funds are not used until a following budget cycle

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

7. **Board Action:**

Approved Approved with Modifications
 Denied Continued

Table 1: Town of Gardnerville Capital Improvement Program, 2012-2019 - <Tentative Budget>

Green is Rolled Forward

Blue Changed from 2012 Final CIP

Highlighted represents change from Tentative to Final

FISCAL YEAR	PUBLIC WORKS 610-926-562-000										PARKS & RECREATION/OPEN SPACE				FLEET/EQUIPMENT/FACILITIES/OTHER				
	CAPITAL				NON-CAPITAL						CAPITAL		NON-CAPITAL		CAPITAL		NON-CAPITAL		
	Roads		Storm Drain		Roads		Storm Drain		Description		Description		Description		Description		Description		
	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	
2012-2013 583,532.84	FY 2013 TE NDOT Match - Crosswalks	\$ 15,000	Bank Hellwinkel Channel	\$ 49,246	Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 7,000	I WCF Trails Amenities Match	\$ 25,000			Debt Service-Series 2005	\$ 122,982	Small equipment replacements	\$ 2,500			
					Chichester Microsurfacing (Gilman, Chichester, Portions of Marion-Russell and Harvest)	\$ 123,003			NDOT 2014 TAP Match	\$ 25,000			613-730-564-500 Lawn Mower replacement	\$ 29,000					
					Sunset Park Microsurfacing (Wilson, Easton, North Hampton)	\$ 33,253							Town Server	\$ 10,549					
					Seal Coat Stodiek Estates	\$ 31,000													
					Crack sealing	\$ 10,000													
					Patch repair in Chichester area	\$ 50,000													
		TOTAL	\$ 15,000	\$ 49,246	\$ 297,256	\$ 7,000	\$ 50,000	\$ -	\$ 162,531	\$ 2,500									
2013-2014 506,631.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000	Bank Hellwinkel Channel	\$ 23,037	Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500	Raley's to Toler Sidewalk (Sidewalk Portion)	\$ 35,000	Repair Hellwinkel Shop	\$ 40,000	613-Debt Service-Series 2005	\$ 122,982	Small equipment replacements	\$ 2,500			
	Valley Vision	\$ 20,000	Kingslane NDOT Match	\$ 50,000	Crack sealing	\$ 15,000							614-Fleet Vehicle	\$ 42,612					
					Patch repair in Chichester area	\$ 72,000													
		TOTAL	\$ 45,000	\$ 73,037	\$ 137,000	\$ 8,500	\$ 35,000	\$ 40,000	\$ 165,594	\$ 2,500									
2014-2015 483,732.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000	Hellwinkle Channel	\$ 534,000	Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500					613-Debt Service-Series 2005	\$ 122,982	Small equipment replacements	\$ 2,500			
		\$ (25,000)	Q1 Grant Match	\$ (307,250)	Crack sealing (Material)	\$ 15,000							Projector Movie	\$ 8,500					
	Valley Vision	\$ 15,000											Small Dump Truck	\$ 34,500					
		TOTAL	\$ 15,000	\$ 226,750	\$ 65,000	\$ 8,500	\$ -	\$ -	\$ 165,982	\$ 2,500									
2015-2016 629,930.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500	Waterloo Islands Water Saving Landscaping	\$ 12,000			Larger Crack Seal Unit		Small equipment replacements	\$ 2,500			
	Main Street Gateway Demolition (Former Eagle Gas) Anticipating Grant Funding to Assist	\$ 55,000			Crack sealing	\$ 15,000							Bucket Truck	\$ 60,000					
	Main Street Gateway Construction (Former Eagle Gas)	\$ 112,000			Sidewalk / ADA Cape Seal Road Industrial Way	\$ 174,000													
	Town Maintenance Facility Upgrades (Part of Raley's to Toler Sidewalk Plans)	\$ 56,000			Patch repair in Chichester area	\$ 39,930													
	Valley Vision Bank	\$ 20,000																	
		TOTAL	\$ 268,000	\$ -	\$ 278,930	\$ 8,500	\$ 12,000	\$ -	\$ 60,000	\$ 2,500									
2016-2017 367,423.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500			Repair Hellwinkel Hay Barn	\$ 20,000	Equipment Trailer	\$ 8,000	Small equipment replacements	\$ 2,500			
	Valley Vision	\$ 20,000			Crack sealing	\$ 15,000	Storm Drain Replacement South of Cemetery	\$ 96,000											
					Slurry Stodiek Estates	\$ 78,500													
					Patch repair in Chichester area	\$ 43,923													
	TOTAL	\$ 45,000	\$ -	\$ 187,423	\$ 104,500	\$ 20,000	\$ 8,000	\$ 2,500											
2017-2018 433,815.30	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500	Gilman Water Saving Landscaping	\$ 12,000	Parks Small Equipment	\$ 4,500	Fleet Vehicle	\$ 45,000	Small equipment replacements	\$ 2,500			
	Ezell Ave Half Street Improvements - North	\$ 73,000			Crack sealing	\$ 15,000			"The Ranch" Trail	\$ 35,000									
	Valley Vision	\$ 20,000			Cape Seal Southgate, Service Dr, Pep Cir	\$ 95,000													
					Patch repair in Chichester area	\$ 48,315													
	TOTAL	\$ 118,000	\$ -	\$ 208,315	\$ 8,500	\$ 47,000	\$ 4,500	\$ 45,000	\$ 2,500										
2018-2019 444,000.00	Sidewalk Repair and ADA Ramp Upgrades	\$ 25,000			Road Maintenance	\$ 50,000	Storm Drain Maintenance	\$ 8,500					Fleet Vehicle	\$ 45,000	Small equipment replacements	\$ 2,500			
	Valley Vision	\$ 20,000			Crack sealing	\$ 15,000													
	Sidewalk, curb and reconstruct Cemetery Dr.	\$ 120,000			Slurry Arbor Gardens	\$ 158,000													
		TOTAL	\$ 165,000	\$ -	\$ 223,000	\$ 8,500	\$ -	\$ -	\$ 45,000	\$ 2,500									