



## GARDNERVILLE TOWN BOARD

### Meeting Agenda

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

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

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

Tuesday, August 2, 2016

4:30 p.m.

Gardnerville Town Hall

#### MISSION STATEMENT

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

Copies of the finalized agenda were posted on July 26, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Administrative Services Manager Signed: Carol Louthan; in accordance with NRS Chapter 241 at following locations;

Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 3:46 P.M.

Douglas County Historic Courthouse, 1616 8<sup>th</sup> Street, Minden NV 89423, at 3:59 P.M.

Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 4:06 P.M.

Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 4:15 P.M. and on the Internet at [www.gardnerville-nv.gov](http://www.gardnerville-nv.gov).

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

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

**Notice:** Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items shall include discussion and possible action to approve, modify, deny, or continue.

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

#### INVOCATION – Don Baumann, Pastor Hilltop Community Church

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

#### PLEDGE OF ALLEGIANCE – Ken Miller

#### PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

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

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

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

July 5, 2016 Regular Board meeting, with public comment prior to Board action.



## GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

### CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action:** Correspondence
2. **For Possible Action:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve July 2016 claims
4. **For Possible Action:** Approve park use application date change for Main Street Gardnerville's Annual Volunteer and Business Recognition event changed from 7/17/16 to 9/18/16.

### ADMINISTRATIVE AGENDA

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

5. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for July 2016. (approx. 25 minutes)
6. **For Possible Action:** Discussion on a request by Don Garrison for a street light at Waterloo and Northampton Circle; with public comment prior to Board action. (approx. 10 minutes)
7. **For Possible Action:** Discussion to approve Proclamation 2016P-03 recognizing the week of August 8th through August 14th, 2016 as Brain Injury Awareness week; with public comment prior to Board action. (approx. 10 minutes)
8. **For Possible Action:** Discussion to approve, approve with modification or deny a request by Martin Stahl for a Master Plan Amendment and Zoning Map Amendment (DA 16-036 & DA 16-037) requesting to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre;  $1.66 \times 16/\text{acre} = 26.56$  units; min net lot area = 9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029); with public comment prior to Board action (approx. 45 minutes)
9. **For Possible Action:** Discussion with possible input on the 2017 Douglas County Master Plan update, with focus on the Gardnerville Community Plan and request for "stakeholder" input on current Master Plan and/or possible Master Plan Amendments. Presentation by Candace Stowell, Wells Barnett Associates, LLC; with public comment prior to Board action. (approx. 40 minutes)
10. **For Possible Action:** Discussion to possibly modify town lighting at Kingslane and Douglas Avenue; with public comment prior to Board action. (approx. 20 minutes)
11. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for July 2016. (approx. 5 minutes)
12. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for July 2016. (approx. 15 minutes)
13. **Not For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville. (approx. 10 minutes)

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

Adjourn

Next monthly meeting September 6, 2016

Movies in the Park: August 12 – Big Hero 6

Thirsty Third Thursday August 18 – Famous Pairs (a special "Keep on Walking" event after the wine walk... details coming soon.)



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

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

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Tuesday, July 5, 2016

4:30 p.m.

Gardnerville Town Hall

**INVOCATION – Rob Simpson, Associate Pastor Valley Christian Fellowship**

**4:30 P.M. Chairwoman Wenner called the meeting to order and made the determination of a quorum.**

**PLEDGE OF ALLEGIANCE – Mary Wenner**

**PRESENT:**

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

Jim Hales, Town Counsel  
Tom Dallaire, Town Manager  
Geoff LaCost, Town Superintendent  
Carol Louthan, Administrative Services Manager

 **PUBLIC INTEREST COMMENTS (No Action)**

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Chairwoman Wenner presented Mr. Dallaire with a trophy for his hard work on the Great Race.

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

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

Chairwoman Wenner understands we are going to pull item #6 from the agenda tonight.

Mr. Dallaire explained Dean is here and he was at the meeting we had about this item. We will need to meet with Tammy from R.O. Anderson about my concerns on this project. It will go to the planning commission in September.

No public comment.

**Motion Jones/Slater to approve with the modification of removing item #6. Motion carried unanimously.**

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

**June 7, 2016 Regular Board meeting, with public comment prior to Board action.**

No public comment.

**Motion Higuera/Slater to approve the minutes. Mr. Miller abstained since he was not present at the meeting. Motion carried with Board Member Miller abstaining.**

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

- 1. For Possible Action: Correspondence  
Read and noted.**
- 2. For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities  
Accepted.**

3. **For Possible Action:** Approve June 2016 claims Approved.
4. **For Possible Action:** Approve a special event application for an awareness walk and bike ride by Suicide Prevention, scheduled for September 10, 2016 at Heritage Park from 7:00 a.m. to 4:00 p.m. Approved.

No public comment.

**Motion Slater/Higuera to approve the consent calendar. Motion carried unanimously.**

#### **ADMINISTRATIVE AGENDA**


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

5.  **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for June 2016.

Mr. Dallaire reported Mrs. Lochridge is not present. She still has a few events this month. There is a volunteer and business member event July 17 and a wine walk on the 21<sup>st</sup>. There is an article in the report about the Great Race.

6. **For Possible Action:** Discussion to approve, Approve with modification or deny a request by Martin Stahl for a Master Plan Amendment and Zoning Map Amendment (DA 16-036 & DA 16-037) requesting to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area = 9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029); with public comment prior to Board action

(Item pulled from agenda.)

7.  **For Possible Action:** Discussion to approve, approve with modifications or deny town policy 18.22 for major memorial requests; with public comment prior to Board action.

Mr. Dallaire worked with several people and came up with a couple of options. I am looking for some direction. Mike reviewed the policy. Dirk from Search and Rescue contacted me a couple days after and wanted to look it over and help. Their comments were integrated in the policy, as needed. I did get some comments emailed in and I think I covered them all.

Chairwoman Wenner did not understand what kind of guidelines they were looking for.

Mr. Dallaire sent the draft policy to Search and Rescue. Maybe they will be back after our decision.

Mrs. Jones explained the draft I referenced said "extraordinary service to the town." I understand the position of no individual names, I don't think that's actually reflected in the way the town is right now. Certainly some of the facilities within our jurisdiction, even if they are not directly managed by us, are named after individuals: Chichester Drive, Gardner Park, Stodick Park. They have historic value because of the individuals serving the community. If we have an organization come forward and ask for us to name a facility, what does "extraordinary service" mean? Many of our geographic names intersect with individuals. Some of our facilities have been named after individuals, not after the geographic location. If we are moving forward, I think we're entering a portion of the town's lifetime where that won't overlap anymore, where individuals' names and service might not overlap with the geographic nature of where they live or what we are naming because we don't have the large family ranches anymore. If its service to the town, does search and rescue qualify for service to the town. What if we had a sheriff's officer killed in the line of duty within our boundaries? Is that extraordinary heroism or service?

Mrs. Slater pointed out Stodick Park, Gardner Park and Lampe Park were lands that were donated.

Mrs. Jones added that goes into how much money are would an applicant be putting into the project. Maybe we have the land already but we need a building. What if somebody came forward and gave 67% for a building?



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Approved.
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No public comment.

**Motion Slater/Higuera to approve the consent calendar. Motion carried unanimously.**

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Mrs. Jones added that goes into how much money are would an applicant be putting into the project. Maybe we have the land already but we need a building. What if somebody came forward and gave 67% for a building?

Mr. Higuera wouldn't want people down there when the pond is full of water. It's such a loosely put together dog park it's hard to name it.

Mr. Dallaire does not think the town should be picking up the tab on the fence. It is a detention pond. If we're going to turn it into a dog park Search and Rescue would help get grants and the matching funds would come from them.

Mr. Higuera liked the sign they saw the last time. It tells a story. It's more effective than naming the park after someone.

Mrs. Slater shared we have a lot of amenities that are in everybody's price range. I just think that's better than trying to put a name on there and having a conflict with others.

Mr. Miller stated the money from the benches came from different parties. Trying to say 51 percent comes from one entity maybe doesn't happen. I don't know if this clarifies that or not.

Mrs. Jones believed the issue of the dog park is what made it come to light. We have another subdivision coming in and the next level of naming is going to happen.

Mr. Dallaire shared the primary use is a storm drain. I don't want to call it a park; it could be a dog facility or off lead area. K-9 Korral is easy. If they provide the funding for all of it I don't see why that should be an issue. Mike approved everything that is in black. I think service and monetary contribution is fine. I don't know that Annie E Thomas K-9 Korral is the way to go, but I don't see a problem with it being K-9 Korral.

Mrs. Slater does not think naming things after someone is a good town policy. I think you're better off with 3a.

Chairwoman Wenner asked if the Board wanted to approve the policy or does Tom need to change it again.

Mrs. Jones had some clarifications if we approve this. I think under e #3 sub e sub i talks about extraordinary service to the community. I think that needs to say "to the town of Gardnerville" so we are very specific. As much as Annie provided immense community service, this is a Gardnerville facility and they have to link her service to Gardnerville for us to consider it. I think we have to decide what the percentage would be of contribution to acquisition, construction and improvement. I think it should be more than one/half. I think it needs to be a super majority, which is how I picked 67%. The way I envision the dog park is that the town's commitment to creating the K-9 Korral would be relatively limited. We would be doing a bench, dog pots, a fence and some signs. Everything else that comes with it becomes minor memorials. The drinking fountain would fall under the minor memorial. We don't have the resources to put in a \$6,000 water fountain or dog toys. We can make sure there is fence and grass.

Mr. Higuera asked who pays for the memorials we have in the park now?

Mr. Dallaire answered the people who request it pay 100%.

Mr. Higuera felt if we agree to put up the storyboard they should pay 100% of it.

Mrs. Slater agreed with Mr. Miller that some memorials can be made up of many people.

Mr. Dallaire asked if they are in agreement that the town's portion of the dog facility should be a fence, one bench and a dog waste container.

Mr. Hales advised talking about what you are going to put in the facility is outside the scope of the agenda.

Mr. Dallaire is just trying to get what the policy should say. What items on the service and monetary contribution are beyond the town's scope and how does that affect the 51%? On page 7-4 under ei, the town owns the property already. The amenity on site is the detention facility. As a secondary use it is a dog facility. There is a path around the facility. We have fencing to put in. This is stuff we need to budget.

Mr. Hales responded this agenda item is for this policy, not for the amenities.

Mrs. Jones thought the issue is if we have a facility coming we have to know what we want to do with it before the applicant can say I can put up 51 or 67%. Not having a clear plan on the dog corral hinders the applicant's ability to

say please name it. We have to know what we consider the facility before they can even apply. Take a future walking path through the new developments that will come. We have to know where it is going and what we intend to do with it before it can be named in a formal sense.

Mr. Miller asked if the benches were approved by Main Street and put together by people contributing to the Main Street program. Can Main Street be the applicant?

Mr. Dallaire believed that is covered under the existing policy 18.23.

No public comment.

Mrs. Slater's recommendation is we leave it on page 7-3, that if we name something it has to have historical significance, geographical identifiers, natural characteristics and an outstanding feature of the property or facility. I do not support naming any facility after an individual. I don't mean to be disrespectful to anybody. We have other ways of memorializing our residents. I think that's a better way of handling it. I would stop it after #3. I would not come up with any service or monetary contribution. I would not name facilities or anything after people.

Mr. Dallaire asked if they all agreed to no naming of facilities.

Mrs. Jones suggested eliminating ei and that would keep Linda's proposal intact. If a current owner donates land and wants a park named after him, and doesn't have the heritage of owning the land for 100 or 200 years, he wouldn't qualify here.

Mrs. Slater's question would be: Is he really contributing by donating the land or is it part of a requirement to the town or county that it has to have so much open land. That's different than donating.

Mr. Dallaire advised that Arbor Gardens was required to put in a park.

Mrs. Jones stated the facility had to be named so we named it Arbor Gardens Park.

Mr. Higuera asked if we should put this off until next month.

Mrs. Slater would like to make the decision tonight and take care of it.

Chairwoman Wenner asked if we're saying they have to donate a 100% of the property before we'll even consider putting their name on it.

Mrs. Slater would add something that says the town will not have a policy of naming a park after an individual but refer back to #3, it should have these four criteria.

Mrs. Jones would respectfully disagree. I think we should have a policy that does allow the potential for future boards to consider the extraordinary service of deceased members to the town of Gardnerville. I don't think it's kicking the can down the road. It would fall under e sub I, which is the extraordinary volunteerism. You have to name a facility at the time or during development. We should, with limitations, allow someone who has given extraordinary service to the Town of Gardnerville to be considered. Then we should have that conversation or a future board should have that conversation. We shouldn't cut that conversation off entirely at this point. By saying there needs to be some extraordinary service, that the organization coming forward needs to know that they are putting 2/3rds of a public facility, which is far more than any minor memorial.


Mrs. Slater asked if you did that, are you putting it back to Tom to figure out what the 2/3 cost would be.

Mrs. Jones would have to know that in a general sense if someone is building a park. We would have to know that before we budget to build the park ourselves.

Mr. Dallaire is facing a time issue. People are using it and not just dog owners. Naming under 3a, do we need to add another line?

Mrs. Jones noted the criteria is a and e sub i. I agree that the first consideration should be geographic. The strongest factor is to be geographical or historical nature. Then we can consider naming it after an individual who has contributed extraordinary service to the town.

**Motion Jones/Miller to approve the policy as presented with the following edits: on page 7-3 under 3a3 turn that “and” into an “or.” On page 7-4 under e sub i change the word “the community” into “the town of Gardnerville” and under ei and eii make sure that instead of 51% it is 2/3rds. Keep the red type, and the 2/3rds in both cases. Motion carried with Wenner, Miller, Higuera and Jones voting yea and Slater nay.**

8.  **For Possible Action:** Discussion to approve or deny four (4) options regarding the possible acquisition from Spence Properties of the property containing 3.35 acres along Gilman Avenue, APN 1320-33-412-001, approved by the board at the May board meeting, in the amount of \$275,000;
- A) \$100,000 down payment with three annual payments at 5% interest financed by the seller;
  - B) \$150,000 down payment with two annual payments at 5% interest financed by the seller;
  - C) \$185,000 down payment with two annual payments at 3% interest financed by borrowing from the Valley Vision Fund on county approval;
  - D) Because of the seller’s change of terms offered by the seller’s agent, which were relied upon by the board to approve the purchase at the May board meeting, a possible vote to reconsider the approval of purchase of the property followed by a vote to deny the purchase of the property; with public comment prior to board action.

Mr. Higuera asked in the item one place it says five percent interest in option A and then later in your recommendation it says option A is 3.5 percent interest.

Mr. Dallaire heard back from the seller after the agenda was posted. He wasn’t able to change the agenda item but changed the agenda action sheet. Mr. Bob Spence, according to Mr. Egan, did approve giving us a 3.5 percent rate and not 5.

Mr. Higuera believed the least expensive option is the Valley Vision.

Mr. Dallaire spoke with Lisa Granahan. Lisa talked to Larry and Larry is bringing Christine in on this. From what Lisa talked about the process would have to go through the county commission. I think we should just take that option off all together.

Mr. Miller asked if the property directly across from the park has been transferred to the church. And, if so, what price did they pay?

Mr. Dallaire answered yes. I believe they paid \$330,000 for the property. It is six acres but they have a larger portion of land in the flood plain.

Mr. Higuera asked if the \$125,000 would be putting them in a bind.

Mr. Dallaire would be more comfortable with \$125,000 rather than with \$150,000.

Chairwoman Wenner would hate to leave the town short. She would rather go with the smaller amount.

Mrs. Jones felt if we could put the \$125,000 down without endangering our current projects, have less of an annual payment over the next three years and still save money, then whatever emergency happens that we don’t see coming we still have a little more money in our budget. If we don’t experience that emergency then we could prepay.

Chairwoman Wenner asked if there was a prepayment penalty?

Mr. Dallaire answered no. Just below the table, the 614 fund has about \$83,000 in there. We could use that to get to the \$50,000. We currently have encumbered \$102,000. We could do another \$20,000 to get to \$150,000, but I would suggest combining the two funds and an additional \$12,000 from board designated. We don’t have to do the \$150,000 out of this year. We could use up to \$38,000 or \$40,000 from 614.

No public comment.

Mr. Dallaire asked if they want to do \$125,000 or \$150,000?

The board agreed \$125,000.

Mr. Dallaire asked if they wanted the \$25,000 to come out of the 614 fund? We have \$102,000 out of board designated and in addition \$25,000 out of the 614 fund.

**Motion Miller/Slater to purchase this property with \$100,000 plus escrow costs down payment using the 610 board designated fund and using \$25,000 additional funds from the 614 fund at 3.5 percent interest for three additional payments. Motion carried unanimously.**

9.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for June 2016.**

Mr. Hale reported Mike worked on everything that was on the agenda this month.

Mr. Dallaire mentioned Mike also worked on the boundary line adjustment. I am having Mike write that up. I think Bill resubmitted the plan revision to the county so we can get the mylars created and give Dave the money for that piece of property to get it finalized. Hopefully this month it will be done.

10.  **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for June 2016.**

Mr. Miller asked about Item B. Who are you working with at NDOT that is giving all the changes for the crosswalks.

Mr. Dallaire answered Tanya. She is out on leave for a while so now it is Kirsten Bale. I can give you her contact information.

Mr. Miller contacted NDOT and tried to get a hold of Lee Bonner. Lee is not known anyplace in there. I talked to a nice lady by the name of Guinevere. She told me to call back with the name of who is in charge of the project and she will try to get it going. I compared that project to what is going on down in Minden with the Bently crosswalk. She will make some contacts and see how much faster we can get this going.

Mr. Dallaire advised we have been working with Dean Morton. We provided the SHPO information for the crosswalks. We have contacted the person who has helped us with all the street lights - Gary Whisler. NV Energy has approved the Kingslane meter so there is a contract here that I will sign. Then we can get the meter installed at Kingslane as soon as we get a contractor and the redlines come back from NDOT. Anderson is finalizing the maintenance yard plans. There will be a block wall in front. We are going to add a new storm drain in Raley's so we will have to replace some sidewalk. I will have to get permission from Raley's for construction access. The trails back behind Raley's and Toiyabe/Toler we want to do all at the same time, one contractor, two projects. The new street light we put in is on Gilman just past Chichester. Is the Board okay with using those lights throughout town? They are a lot nicer and less light. NV Energy may be moving forward with the LED version of the light that is out here. They have ordered lights from Great Basin. We will want to replace our lights with something similar. Met with the church this morning and talked with the engineer and consultants. They will start work next week on Mill Street. I worked on plans today. Met with RCI and they will submit our permit to Army Corp for Kingslane tomorrow.

Mr. Miller asked if we contracted the curb and street weed spraying out to the county?

Mr. Dallaire answered not all of it, just project by project. I will coordinate with Phil (Town of Genoa) on getting a date for open meeting law training and land use. We are looking at doing tablets and a type of square reader for credit cards. We are working with Cayan on that and getting the process changed. We have a tablet that has a mobile connection so we can use it at events. Adding fees is not as easy as it sounds. It will have to be programmed in to our software in order for it to work and calculate the fees.

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

No public comment.

Meeting adjourned at 6:10 p.m.

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



**1. For Possible Action: Correspondence**

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

**3. Department:** Administration

**Prepared by:** Tom Dallaire

**4. Meeting Date:** August 2, 2016 **Time Requested:** N/A

**5. Agenda:**  Consent  Administrative

**6. Background Information:** See attached.

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

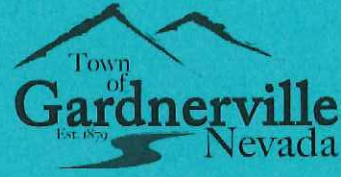
**8. Board Action:**

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



# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
2. **Recommended Motion:** Approve as submitted  
**Funds Available:**  Yes  N/A
3. **Department:** Administration  
**Prepared by:** Carol Louthan
4. **Meeting Date:** August 2, 2016
5. **Time Requested:** N/A
6. **Agenda:**  Consent  Administrative

**7. Background Information:**  
**Trash** (June figures)

**Credit Cards** (June figures)

Residential Accounts	1790
Commercial Accounts	223
Green Waste Accounts	1325
Cleanup Dumpsters	10
X-cans	400
# of new residential accounts	7 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	33
Total tons of trash	379.5
Total tons of Greenwaste	29.67

Total Amount	\$7302.17	
Total Transactions	69	
Visa Debit	26	\$1,735.10
Visa	29	\$4,017.30
Mastercard Debit	0	
Mastercard	9	\$1,146.93
ACH/E Check	5	\$402.84

8. **Other Agency Review of Action:**  Douglas County  N/A
9. **Board Action:**  
 Approved  Approved with Modifications  
 Denied  Continued

# Superintendent Town Public Works Monthly Report

## Public Works & Parks – 07/2016

- 5k fun run and walk event went well this year.
- The backflow security cages were installed at Heritage Park Garden and the Town Maintenance Facility.
- A mosquito barrier was applied at Heritage Park prior to the movie Minions by Douglas County mosquito abatement.
- The town logo was applied to the new truck 619. Tools were purchased. Lights and flashers will be installed soon.
- The sprinkler controls for the museum were relocated outside the building.
- We are identifying problems on the Snaffle bit trailhead and Martin Slough drip system.
- Main Street flowers are being watered two times a day and extra water being put on the street trees.
- Carrick, Heritage Park and Gardener Park are being weeded by hand.
- Overgrown weeds in Carrick detention pond are being pulled and the project is about 75% complete.
- Carrick pond is being pumped down 3 times a week to keep the water level down. This is to limit the possibility of mosquitos.
- Martin Slough culvert under Toler and 395 has a small failure in it and opened a hole in the asphalt. A temporary fix was applied and NDOT was contacted as it may be their culvert. Waiting on a response from them.
- Stop bars have been painted throughout town except streets that are being chip sealed or rebuilt. Arrows and cross walks will be painted next.
- A new stop sign and do not enter were placed on Toler at 395.
- Street sweeping has been once a week
- Drop Inlets were cleaned in old town.
- The light at the Heritage Park flagpole has been replaced.
- Malathion was sprayed along alley F & in the Martin Slough area to combat False Cinch Bugs.
- A new bench and trash can were installed on the Martin Slough Nature Trail path at the large cottonwood.
- Cones were placed at a broken concrete hazard on the Elges path at Stodick Parkway.

## Health and Sanitation – 07/2016

- A semi load of new 90 gallon totes should be delivered July 28, 2016.

## Engineering – 07/2016

- Trinity Lutheran Church parking lot has started construction. Working with the engineering firm and contractors to help the project go smoothly.



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



1. **For Possible Action:** Approve July 2016 claims.

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

3. **Department:** Administration

Prepared by: Carol Louthan

4. **Meeting Date:** August 2, 2016 **Time Requested:** N/A

5. **Agenda:**  Consent  Administrative

6. **Background Information:** See attached.

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

8. **Board Action:**

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



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 921 - Gardnerville Admin</b>										
<b>Account 510.150 - Board Compensation</b>										
4288 - Higuera Lloyd W	7/16 BOARD	G'VILLE	Paid by Check # 651143		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
24008 - Jones Cassandra Esq	7/16 BOARD	G'VILLE	Paid by Check # 651159		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
28960 - Miller Kenneth	7/16 BOARD	G'VILLE	Paid by Check # 651172		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
2969 - Slater Linda	7-16 BOARD	G'VILLE	Paid by Check # 651235		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
Account 510.150 - Board Compensation Totals Invoice Transactions 4										\$1,000.00
<b>Account 511.201 - PEBS-Ret.Medical</b>										
20219 - NV ST Public Employees	6-16 PREMIUMS	731	Paid by Check # 650627		06/01/2016	06/24/2016	06/24/2016		06/24/2016	8.88
Account 511.201 - PEBS-Ret.Medical Totals Invoice Transactions 1										\$8.88
<b>Account 520.055 - Telephone Expense</b>										
13097 - Verizon Wireless	9766336840	842011146-00001	Paid by Check # 650701		06/01/2016	06/24/2016	06/24/2016		06/24/2016	390.37
29103 - Frontier	782-7134 6/16	77578271340502795	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	104.41
29103 - Frontier	782-3856 6/16	77578238560808025	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	51.89
13097 - Verizon Wireless	9767975555	842011146-00001	Paid by Check # 651791		07/01/2016	07/22/2016	07/22/2016		07/22/2016	277.72
Account 520.055 - Telephone Expense Totals Invoice Transactions 4										\$824.39
<b>Account 520.060 - Postage/Po Box Rent</b>										
25294 - F P Mailing Solutions	RI102379508	600003046	Paid by Check # 650831		06/16/2016	06/30/2016	06/30/2016		06/30/2016	45.00
Account 520.060 - Postage/Po Box Rent Totals Invoice Transactions 1										\$45.00
<b>Account 520.064 - Travel</b>										
12997 - Do Co Procurement Program	5-16 DALLIARE	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	975.00
21673 - Dallaire Tom	5/22-26/16	TRAVEL	Paid by Check # 651093		05/25/2016	07/08/2016	06/30/2016		07/08/2016	176.60
Account 520.064 - Travel Totals Invoice Transactions 2										\$1,151.60
<b>Account 520.072 - Advertising</b>										
12997 - Do Co Procurement Program	5-16 DALLIARE	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	475.00
Account 520.072 - Advertising Totals Invoice Transactions 1										\$475.00

22



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Department 921 - Gardnerville Town</b>										
<b>Account 520.084 - Replacement &amp; Repair</b>										
12997 - Do Co Procurement Program	5-16 PLUT	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	9.99
20845 - Clark Plumbing & Heating Co Inc	0000831484	0007133	Paid by Check # 651087		06/23/2016	07/08/2016	06/30/2016		07/08/2016	173.75
2549 - Dallaire Tom-Petty Cash	6-16 GVILLE2	PETTY CASH	Paid by Check # 650801		06/24/2016	06/30/2016	06/30/2016		06/30/2016	8.00
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016		06/30/2016	47.00
Account 520.084 - Replacement & Repair Totals Invoice Transactions 4										
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016		07/15/2016	191.81
Account 520.089 - Power Totals Invoice Transactions 1										
1429 - Gardnerville Water Company	640.01 6/16	640.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	44.60
1429 - Gardnerville Water Company	690.01 6/16	690.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	84.30
Account 520.090 - Water Totals Invoice Transactions 2										
3021 - Southwest Gas-Las Vegas	0015779022 6-16	2410015779022	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	16.70
3021 - Southwest Gas-Las Vegas	1072224004 6-16	2411072224004	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	17.93
3021 - Southwest Gas-Las Vegas	1188600002 6-16	2411188600002	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	14.69
Account 520.092 - Heating Totals Invoice Transactions 3										
2030 - Minden-Gardnerville Sanitation	16-070285	0296	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	67.53
2030 - Minden-Gardnerville Sanitation	16-070575	0594	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	21.10
Account 520.093 - Utilities-Sewer Totals Invoice Transactions 2										
27347 - A+ Janitorial Service	TOG0616	GVILLE	Paid by Check # 651026		06/23/2016	07/08/2016	06/30/2016		07/08/2016	100.00
Account 520.098 - Janitorial Services Totals Invoice Transactions 1										

3-9





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 921 - Gardnerville Admin</b>										
Account 520.136 - Rents & Leases Equipment										
4753 - Ricoh USA Inc	97022767	1481234-3433221	Paid by Check # 650963		06/10/2016	06/30/2016	06/30/2016		06/30/2016	165.41
4753 - Ricoh USA Inc	5043104404	16769392	Paid by Check # 651713		07/01/2016	07/22/2016	06/30/2016		07/22/2016	101.02
			Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 2			\$266.43
2040 - ICMA Membership Renewal	583683 16/17	DALLAIRE	Paid by Check # 650568		05/19/2016	06/24/2016	06/24/2016		06/24/2016	755.00
2313 - Nevada League Of Cities & Muni	2016-19	GVILLE	Paid by Check # 651416		06/27/2016	07/15/2016	07/15/2016		07/15/2016	2,972.73
			Account 520.170 - Memberships Totals				Invoice Transactions 2			\$3,727.73
15887 - Charter Communications	0012509 7/16	8354110060012509	Paid by Check # 651546		07/02/2016	07/22/2016	07/22/2016		07/22/2016	64.99
			Account 520.187 - Internet Expense Totals				Invoice Transactions 1			\$64.99
10816 - Rowe Hales & Yturvide LLP	26058	GVILLE	Paid by Check # 651222		06/21/2016	07/08/2016	06/30/2016		07/08/2016	1,660.00
10816 - Rowe Hales & Yturvide LLP	26135	GVILLE	Paid by Check # 651716		07/06/2016	07/22/2016	06/30/2016		07/22/2016	540.00
			Account 521.130 - Legal Services Totals				Invoice Transactions 2			\$2,200.00
2667 - Record Courier	7034794 16-17	7034794/GVILLE	Paid by Check # 651442		06/20/2016	07/15/2016	07/15/2016		07/15/2016	29.90
			Account 532.056 - Subscriptions Totals				Invoice Transactions 1			\$29.90
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	295.61
12997 - Do Co Procurement Program	5-16 NICHOLSON	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	40.00
12997 - Do Co Procurement Program	6-16 LOUTHAN	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	5.98
8479 - Tahoe Supply Co	620625	TOWNGV	Paid by Check # 651243		06/23/2016	07/08/2016	06/30/2016		07/08/2016	30.00
			Account 533.800 - Office Supplies Totals				Invoice Transactions 4			\$371.59

3-4



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 533.806 - Software										
7185 - SHI International Corp	B05068090	1031693	Paid by Check # 650660		06/06/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	885.00
12997 - Do Co Procurement Program	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	619.38
16648 - E Squared C Inc	43769	GVILLE	Paid by Check # 651570		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	37.50
Account 533.806 - Software Totals Invoice Transactions 3										\$1,541.88
Account 533.817 - Small Projects										
11985 - Ace Hardware	108449/1	1236	Paid by Check # 651276		06/08/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	9.28
13485 - Ahern Rentals Inc	16210635-1	205304	Paid by Check # 651278		06/14/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	24.44
13485 - Ahern Rentals Inc	16222386-1	205304	Paid by Check # 651278		06/16/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	27.99
13485 - Ahern Rentals Inc	16229858-1	205304	Paid by Check # 651278		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	17.98
13485 - Ahern Rentals Inc	16241292-1	205304	Paid by Check # 651278		06/21/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	5.99
271 - Carson Valley Signs	1779	GVILLE	Paid by Check # 650783		06/14/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	207.70
2121 - Meeks Lumber	958499	06G1570	Paid by Check # 651404		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	27.06
9839 - Quick Space Inc	1444122	GVILLE	Paid by Check # 650952		06/19/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	778.50
22633 - Sierra Nevada Media Group	6688-06302016	8574868	Paid by Check # 651735		06/30/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	296.63
Account 533.817 - Small Projects Totals Invoice Transactions 9										\$1,395.57
Account 550.001 - Miscellaneous Expenses										
4337 - NV ST Dept of Public Safety	39747*GVILLE	880005/REPLACEMENT CHECK	Paid by Check # 650624		05/02/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	38.25
Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1										\$38.25
Department 921 - Gardnerville Admin Totals Invoice Transactions 51										\$13,938.61

3-5



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	2660	GVILLE	Paid by Check # 651112		06/03/2016	07/08/2016	06/30/2016		07/08/2016	157.69
1130 - Do Co Weed Control	2664	GVILLE	Paid by Check # 651112		06/06/2016	07/08/2016	06/30/2016		07/08/2016	211.55
				Account 520.037 - Weed Spraying Totals			Invoice Transactions 2			\$369.24
Account 520.084 - Replacement & Repair										
12997 - Do Co Procurement Program	5-16 LACOST	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	380.00
13485 - Ahern Rentals Inc	16217410-1	205304	Paid by Check # 651278		06/15/2016	07/15/2016	06/30/2016		07/15/2016	8.32
13485 - Ahern Rentals Inc	16241078-1	205304	Paid by Check # 651278		06/21/2016	07/15/2016	06/30/2016		07/15/2016	14.99
12997 - Do Co Procurement Program	6-16 LACOST	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	33.47
1268 - Ewing Irrigation Products	1567547	30447	Paid by Check # 651117		06/04/2016	07/08/2016	06/30/2016		07/08/2016	472.00
1268 - Ewing Irrigation Products	1702328	30447	Paid by Check # 651117		06/24/2016	07/08/2016	06/30/2016		07/08/2016	26.02
2510 - Parts House	684003	4170	Paid by Check # 651438		06/22/2016	07/15/2016	06/30/2016		07/15/2016	.67
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016		06/30/2016	120.00
3457 - Western Nevada Supply Company	16659174	71273	Paid by Check # 651492		06/14/2016	07/15/2016	06/30/2016		07/15/2016	212.53
3457 - Western Nevada Supply Company	CM16659174	71273	Paid by Check # 651492		06/15/2016	07/15/2016	06/30/2016		07/15/2016	(79.10)
3457 - Western Nevada Supply Company	16668073	71273	Paid by Check # 651492		06/22/2016	07/15/2016	06/30/2016		07/15/2016	35.10
				Account 520.084 - Replacement & Repair Totals			Invoice Transactions 11			\$1,224.00
Account 520.089 - Power										
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016		07/15/2016	444.95
				Account 520.089 - Power Totals			Invoice Transactions 1			\$444.95

3-6





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 923 - Parks &amp; Recreation</b>										
<b>Account 520.090 - Water</b>										
1429 - Gardnerville Water Company	1302.01 6/16	1302.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	1,410.98
1429 - Gardnerville Water Company	1321.01 6/16	1321.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	95.12
1429 - Gardnerville Water Company	1340.01 6/16	1340.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	76.23
1429 - Gardnerville Water Company	1348.01 6/16	1348.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	1,154.61
1429 - Gardnerville Water Company	1373.01 6/16	1373.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	115.10
1429 - Gardnerville Water Company	1745.01 6/16	1745.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	172.01
1429 - Gardnerville Water Company	2139.01 6/16	2139.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	82.99
1429 - Gardnerville Water Company	2140.01 6/16	2140.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	127.68
1429 - Gardnerville Water Company	2226.01 6/16	2226.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	355.90
1429 - Gardnerville Water Company	2297.01 6/16	2297.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	792.91
1429 - Gardnerville Water Company	2431.01 6/16	2431.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	257.19
1429 - Gardnerville Water Company	2593.01 6/16	2593.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	346.25
1429 - Gardnerville Water Company	2624.01 6/16	2624.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	68.00
1429 - Gardnerville Water Company	2641.02 6/16	2641.02	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	527.71
2153 - Minden Town of	1862.01 6/16	1862.01	Paid by Check # 651407		06/27/2016	07/15/2016	06/30/2016		07/15/2016	31.55
Account 520.090 - Water Totals Invoice Transactions 15										\$5,614.23
2030 - Minden-Gardnerville Sanitation	16-070757	0778	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	126.61
Account 520.093 - Utilities-Sewer Totals Invoice Transactions 1										\$126.61
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	78.70
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	168.33
Account 532.003 - Gas & Oil Totals Invoice Transactions 2										\$247.03

3-7



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b> <b>Department 923 - Parks &amp; Recreation</b> <b>Account 533.817 - Small Projects</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	557.42
16634 - ABE Printing & Copy Inc	13800	GVILLE	Paid by Check # 651030		06/15/2016	07/08/2016	06/30/2016		07/08/2016	210.00
7132 - Accolades	11009	GVILLE	Paid by Check # 651031		06/24/2016	07/08/2016	06/30/2016		07/08/2016	72.37
11985 - Ace Hardware	108888/1	1236	Paid by Check # 651276		06/24/2016	07/15/2016	06/30/2016		07/15/2016	4.99
11985 - Ace Hardware	108936/1	1236	Paid by Check # 651276		06/27/2016	07/15/2016	06/30/2016		07/15/2016	15.48
13485 - Ahern Rentals Inc	16199004-1	205304	Paid by Check # 651278		06/13/2016	07/15/2016	06/30/2016		07/15/2016	227.00
271 - Carson Valley Signs	1780	GVILLE	Paid by Check # 650783		06/14/2016	06/30/2016	06/30/2016		06/30/2016	65.00
30248 - Criterion Pictures USA	414855	14791	Paid by Check # 651557		06/10/2016	07/22/2016	06/30/2016		07/22/2016	420.00
12997 - Do Co Procurement Program	6-16 LOCHRIDGE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	25.08
12997 - Do Co Procurement Program	6-16 TUTHILL	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	77.90
22633 - Sierra Nevada Media Group	6688-06302016	8574868	Paid by Check # 651735		06/30/2016	07/22/2016	06/30/2016		07/22/2016	296.62
31115 - Swank Motion Pictures Inc	2197965	0223170001	Paid by Check # 651761		06/24/2016	07/22/2016	06/30/2016		07/22/2016	578.00
31630 - Sierra Event Rentals LLC	1469	GVILLE	Paid by Check # 651450		02/24/2016	07/15/2016	07/15/2016		07/15/2016	550.00
5666 - Allied Uniform Sales	3967	GVILLE	Paid by Check # 651510		06/29/2016	07/22/2016	07/22/2016		07/22/2016	524.86

Account 533.817 - Small Projects Totals Invoice Transactions 14  
 Department 923 - Parks & Recreation Totals Invoice Transactions 46

\$3,624.72  
\$11,650.78

3-8





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b> <b>Department 926 - Other Public Works</b> <b>Account 520.084 - Replacement &amp; Repair</b> <b>5-16 LOUTHAN</b>										
12997 - Do Co Procurement Program		GVILLE								
11985 - Ace Hardware	108720/1	1236	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	144.77
13485 - Ahern Rentals Inc	16213967-1	205304	Paid by Check # 651276		06/18/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	7.16
8043 - Mark Smith Tire Center Inc	71700150349	A17-14675	Paid by Check # 651278		06/14/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	305.86
8043 - Mark Smith Tire Center Inc	71700150350	A17-14675	Paid by Check # 651637		06/11/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	979.96
12198 - O'Reilly Auto Parts	3530-458132	1075650	Paid by Check # 651637		06/11/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	193.56
12198 - O'Reilly Auto Parts	3530-458541	1075650	Paid by Check # 651678		06/10/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	89.95
12198 - O'Reilly Auto Parts	3530-458626	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	40.59
12198 - O'Reilly Auto Parts	3530-458634	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	15.99
12198 - O'Reilly Auto Parts	3530-458974	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	6.29
12198 - O'Reilly Auto Parts	3530-458999	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	630.30
12198 - O'Reilly Auto Parts	3530-459002	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	37.71
12198 - O'Reilly Auto Parts	3530-459040	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	(4.19)
12198 - O'Reilly Auto Parts	3530-459435	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	278.44
12198 - O'Reilly Auto Parts	3530-459452	1075650	Paid by Check # 651678		06/17/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	48.69
28009 - Yager's Garage	1029	GVILLE	Paid by Check # 651678		06/17/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	54.56
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651268		06/24/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	305.00
<b>Account 520.084 - Replacement &amp; Repair Totals</b> Invoice Transactions 16										\$3,134.64
<b>Account 520.095 - Street Lights</b>										
<b>Account 520.095 - Street Lights Totals</b> Invoice Transactions 1										6,168.65
<b>Account 520.095 - Street Lights Totals</b> Invoice Transactions 1										\$6,168.65

3.9



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 926 - Other Public Works</b>										
<b>Account 520.103 - Maint Road</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	87.73
11985 - Ace Hardware	108612/1	1236	Paid by Check # 651276		06/14/2016	07/15/2016	06/30/2016		07/15/2016	13.98
11985 - Ace Hardware	108723/1	1236	Paid by Check # 651276		06/18/2016	07/15/2016	06/30/2016		07/15/2016	12.88
11985 - Ace Hardware	108780/1	1236	Paid by Check # 651276		06/21/2016	07/15/2016	06/30/2016		07/15/2016	24.26
2121 - Meeks Lumber	954777	06G1570	Paid by Check # 651404		06/01/2016	07/15/2016	06/30/2016		07/15/2016	32.64
8523 - Nichols Consulting Engineers	643042501	643.04.25	Paid by Check # 651663		07/08/2016	07/22/2016	06/30/2016		07/22/2016	9,260.80
Account 520.103 - Maint Road Totals										\$9,432.29
<b>Account 520.116 - Veh. Maint-Co Shop</b>										
4268 - Do Co Vehicle Maintenance	6@16 TRANSFER	MOTOR POOL	Paid by Check # 651563		07/13/2016	07/22/2016	06/30/2016		07/22/2016	289.04
Account 520.116 - Veh. Maint-Co Shop Totals										\$289.04
<b>Account 520.155 - Licensing</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	36.25
Account 520.155 - Licensing Totals										\$36.25
<b>Account 520.200 - Training &amp; Education</b>										
12997 - Do Co Procurement Program	6-16 LOUTHAN	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	90.00
Account 520.200 - Training & Education Totals										\$90.00
<b>Account 532.003 - Gas &amp; Oil</b>										
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	355.65
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	435.98
Account 532.003 - Gas & Oil Totals										\$791.63
<b>Account 532.019 - Storm Drain Maintenance</b>										
12997 - Do Co Procurement Program	6-16 PLUT	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	20.97
Account 532.019 - Storm Drain Maintenance Totals										\$20.97

3-10



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 926 - Other Public Works</b>										
<b>Account 532.028 - Uniforms</b>										
5785 - Alisco Inc	LREN1153348	000330	Paid by Check # 651038		06/07/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1155469	000330	Paid by Check # 651038		06/14/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1157694	000330	Paid by Check # 651038		06/21/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1159874	000330	Paid by Check # 651038		06/28/2016	07/08/2016	06/30/2016		07/08/2016	4.39
16322 - Plut Michael R	6-16 BOOTS	GVILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	89.99
16322 - Plut Michael R	6-16 PANTS	GVILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	94.96
	Account 532.028 - Uniforms Totals								Invoice Transactions 6	\$202.51
<b>Account 532.116 - Crack Seal Maintenance</b>										
5352 - Construction Sealants & Supply	R104457 LOST	GARDNIT	Paid by Check # 650526		05/04/2016	06/24/2016	06/24/2016		06/24/2016	146.07
	Account 532.116 - Crack Seal Maintenance Totals								Invoice Transactions 1	\$146.07

3-11





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount								
<b>Fund 610 - Gardnerville Town</b>																		
<b>Department 926 - Other Public Works</b>																		
Account 562.000 - Capital Projects																		
31525 - Bramco Construction Corp	7208	GVILLE	Paid by Check # 650494		06/10/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	832.17								
2012 - Lumos and Associates Inc	92041	GVILLE	Paid by Check # 650593		06/06/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	2,812.00								
14825 - McGinley and Associates Inc	14338	GVILLE	Paid by Check # 650600		05/31/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	1,760.00								
31525 - Bramco Construction Corp	7222	GVILLE	Paid by Check # 651529		07/07/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	832.17								
12997 - Do Co Procurement Program	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	126.84								
2012 - Lumos and Associates Inc	92212	8939.000	Paid by Check # 651397		06/30/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	4,628.00								
14825 - McGinley and Associates Inc	14339	GVILLE	Paid by Check # 650918		01/31/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	3,760.00								
14825 - McGinley and Associates Inc	14551	GVILLE	Paid by Check # 650918		03/31/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	608.50								
5189 - R O Anderson Engineering Inc	37835	1393-019-16	Paid by Check # 651209		05/23/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	3,750.00								
5189 - R O Anderson Engineering Inc	37818	1393-018-16/GVILLE	Paid by Check # 651209		05/23/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	1,140.00								
5189 - R O Anderson Engineering Inc	37926	1393-018-16/GVILLE	Paid by Check # 651704		06/20/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	570.00								
2702 - Resource Concepts Inc	16-00744	16-169/GVILLE	Paid by Check # 651215		06/20/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	1,078.75								
20313 - Titor Title Co	7-16 GILMAN/EZEL	GVILLE/EARNEST MONEY	Paid by Check # 651778		07/11/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	2,000.00								
<table border="0" style="width: 100%;"> <tr> <td>Account 562.000 - Capital Projects Totals</td> <td>Invoice Transactions 13</td> <td>\$23,898.43</td> </tr> <tr> <td>Department 926 - Other Public Works Totals</td> <td>Invoice Transactions 49</td> <td>\$44,210.48</td> </tr> <tr> <td>Fund 610 - Gardnerville Town Totals</td> <td>Invoice Transactions 146</td> <td>\$69,799.87</td> </tr> </table>										Account 562.000 - Capital Projects Totals	Invoice Transactions 13	\$23,898.43	Department 926 - Other Public Works Totals	Invoice Transactions 49	\$44,210.48	Fund 610 - Gardnerville Town Totals	Invoice Transactions 146	\$69,799.87
Account 562.000 - Capital Projects Totals	Invoice Transactions 13	\$23,898.43																
Department 926 - Other Public Works Totals	Invoice Transactions 49	\$44,210.48																
Fund 610 - Gardnerville Town Totals	Invoice Transactions 146	\$69,799.87																

3-12



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 611 - Gardnerville Health &amp; Sanitation</b>										
<b>Department 925 - Health &amp; Sanitation</b>										
<b>Account 510.150 - Board Compensation</b>										
4288 - Higuera Lloyd W	7/16 BOARD	GVILLE	Paid by Check # 651143		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
24008 - Jones Cassandra Esq	7/16 BOARD	GVILLE	Paid by Check # 651159		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
28960 - Miller Kenneth	7/16 BOARD	GVILLE	Paid by Check # 651172		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
2969 - Slater Linda	7-16 BOARD	GVILLE	Paid by Check # 651235		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
<b>Account 510.150 - Board Compensation Totals</b>										
<b>Invoice Transactions 4</b>										
										<b>\$1,000.00</b>
<b>Account 516.120 - Contract Salaries</b>										
21697 - Blue Ribbon Personnel Services	37720	653202	Paid by Check # 650762		06/17/2016	06/30/2016	06/30/2016		06/30/2016	407.00
21697 - Blue Ribbon Personnel Services	37850	653202	Paid by Check # 651058		06/24/2016	07/08/2016	06/30/2016		07/08/2016	740.00
21697 - Blue Ribbon Personnel Services	37985	653202	Paid by Check # 651305		07/01/2016	07/15/2016	06/30/2016		07/15/2016	740.00
21697 - Blue Ribbon Personnel Services	38118	653202	Paid by Check # 651526		07/08/2016	07/22/2016	06/30/2016		07/22/2016	740.00
<b>Account 516.120 - Contract Salaries Totals</b>										
<b>Invoice Transactions 4</b>										
										<b>\$2,627.00</b>
<b>Account 520.055 - Telephone Expense</b>										
13097 - Verizon Wireless	9766336840	842011146-00001	Paid by Check # 650701		06/01/2016	06/24/2016	06/24/2016		06/24/2016	390.38
29103 - Frontier	782-7134 6/16	77578271340502795	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	104.42
29103 - Frontier	782-3856 6/16	77578238560808025	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	51.88
13097 - Verizon Wireless	9767975555	842011146-00001	Paid by Check # 651791		07/01/2016	07/22/2016	07/22/2016		07/22/2016	277.71
<b>Account 520.055 - Telephone Expense Totals</b>										
<b>Invoice Transactions 4</b>										
										<b>\$824.39</b>
<b>Account 520.060 - Postage/Po Box Rent</b>										
25294 - F P Mailing Solutions	RI102379508	600003046	Paid by Check # 650831		06/16/2016	06/30/2016	06/30/2016		06/30/2016	45.00
<b>Account 520.060 - Postage/Po Box Rent Totals</b>										
<b>Invoice Transactions 1</b>										
										<b>\$45.00</b>
<b>Account 520.084 - Replacement &amp; Repair</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	104.90
12997 - Do Co Procurement Program	5-16 PLUT	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	10.00
11985 - Ace Hardware	108640/1	1236	Paid by Check # 651276		06/15/2016	07/15/2016	06/30/2016		07/15/2016	24.95
11985 - Ace Hardware	108943/1	1236	Paid by Check # 651276		06/27/2016	07/15/2016	06/30/2016		07/15/2016	2.10

3-13





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair										
7100 - Amrep Inc	283648	GAR050	Paid by Check # 651285		06/28/2016	07/15/2016	06/30/2016		07/15/2016	108.16
20845 - Clark Plumbing & Heating Co Inc	0000831484	0007133	Paid by Check # 651087		06/23/2016	07/08/2016	06/30/2016		07/08/2016	173.75
12198 - O'Reilly Auto Parts	3530-456519	1075650	Paid by Check # 651678		06/02/2016	07/22/2016	06/30/2016		07/22/2016	6.99
12198 - O'Reilly Auto Parts	3530-457637	1075650	Paid by Check # 651678		06/08/2016	07/22/2016	06/30/2016		07/22/2016	34.29
12198 - O'Reilly Auto Parts	3530-457726	1075650	Paid by Check # 651678		06/08/2016	07/22/2016	06/30/2016		07/22/2016	33.97
12198 - O'Reilly Auto Parts	3530-457995	1075650	Paid by Check # 651678		06/09/2016	07/22/2016	06/30/2016		07/22/2016	12.99
12198 - O'Reilly Auto Parts	3530-458558	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-458572	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	35.98
12198 - O'Reilly Auto Parts	3530-458592	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	40.37
12198 - O'Reilly Auto Parts	3530-458614	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-459719	1075650	Paid by Check # 651678		06/19/2016	07/22/2016	06/30/2016		07/22/2016	9.98
12198 - O'Reilly Auto Parts	3530-459909	1075650	Paid by Check # 651678		06/20/2016	07/22/2016	06/30/2016		07/22/2016	9.99
12198 - O'Reilly Auto Parts	3530-460146	1075650	Paid by Check # 651678		06/21/2016	07/22/2016	06/30/2016		07/22/2016	54.99
12198 - O'Reilly Auto Parts	3530-460570	1075650	Paid by Check # 651678		06/23/2016	07/22/2016	06/30/2016		07/22/2016	(79.47)
12198 - O'Reilly Auto Parts	3530-460669	1075650	Paid by Check # 651678		06/24/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-461074	1075650	Paid by Check # 651678		06/26/2016	07/22/2016	06/30/2016		07/22/2016	21.84
12198 - O'Reilly Auto Parts	3530-461289	1075650	Paid by Check # 651678		06/27/2016	07/22/2016	06/30/2016		07/22/2016	94.95
12198 - O'Reilly Auto Parts	3530-458650	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	90.23
12198 - O'Reilly Auto Parts	3530-458854	1075650	Paid by Check # 651678		06/14/2016	07/22/2016	06/30/2016		07/22/2016	43.47
12198 - O'Reilly Auto Parts	3530-459268	1075650	Paid by Check # 651678		06/16/2016	07/22/2016	06/30/2016		07/22/2016	39.47
12198 - O'Reilly Auto Parts	3530-459283	1075650	Paid by Check # 651678		06/16/2016	07/22/2016	06/30/2016		07/22/2016	8.99
2510 - Parts House	682913	4170	Paid by Check # 651438	3-14	06/16/2016	07/15/2016	06/30/2016		07/15/2016	30.24



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair										
2510 - Parts House	683243	4170	Paid by Check # 651438		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	7.52
2510 - Parts House	683720	4170	Paid by Check # 651438		06/21/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	16.87
2510 - Parts House	684629	4170	Paid by Check # 651438		06/25/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	14.97
26482 - Peterbilt Truck Parts & Eq LLC	7057010	365290	Paid by Check # 651693		06/03/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	209.58
26482 - Peterbilt Truck Parts & Eq LLC	7057026	365290	Paid by Check # 651693		06/03/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	27.06
26482 - Peterbilt Truck Parts & Eq LLC	7057627	365290	Paid by Check # 651693		06/08/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	223.59
26482 - Peterbilt Truck Parts & Eq LLC	7058539	365290	Paid by Check # 651693		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	136.32
26482 - Peterbilt Truck Parts & Eq LLC	544436	365290	Paid by Check # 651693		06/18/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	39.13
26482 - Peterbilt Truck Parts & Eq LLC	544645	365290	Paid by Check # 651693		06/23/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	(37.59)
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	47.00
Account 520.084 - Replacement & Repair Totals Invoice Transactions 36										\$1,624.55
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	217.05
Account 520.089 - Power Totals Invoice Transactions 1										\$217.05
1429 - Gardnerville Water Company	640.01 6/16	640.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	44.60
1429 - Gardnerville Water Company	690.01 6/16	690.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	84.30
1429 - Gardnerville Water Company	1672	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	3.84
1429 - Gardnerville Water Company	1690	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	6.84
1429 - Gardnerville Water Company	1703	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	6.16
Account 520.090 - Water Totals Invoice Transactions 5										\$145.74

3-13





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0015779022 6- 16	2410015779022	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	16.70
3021 - Southwest Gas-Las Vegas	1072224004 6- 16	2411072224004	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	17.94
3021 - Southwest Gas-Las Vegas	1188600002 6- 16	2411188600002	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	44.08
				Account 520.092 - Heating		Totals		Invoice Transactions 3		\$78.72
2030 - Minden-Gardnerville Sanitation	Account 520.093 - Utilities-Sewer 16-070285	0296	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	67.52
2030 - Minden-Gardnerville Sanitation	16-070575	0594	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	21.10
				Account 520.093 - Utilities-Sewer		Totals		Invoice Transactions 2		\$88.62
27347 - A+ Janitorial Service	Account 520.098 - Janitorial Services TOG0616	GVILLE	Paid by Check # 651026		06/23/2016	07/08/2016	06/30/2016	06/30/2016	07/08/2016	100.00
				Account 520.098 - Janitorial Services		Totals		Invoice Transactions 1		\$100.00
4753 - Ricoh USA Inc	Account 520.136 - Rents & Leases Equipment 97022767	1481234-3433221	Paid by Check # 650963		06/10/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	165.41
4753 - Ricoh USA Inc	5043104404	16769392	Paid by Check # 651713		07/01/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	101.01
				Account 520.136 - Rents & Leases Equipment		Totals		Invoice Transactions 2		\$266.42
15887 - Charter Communications	Account 520.187 - Internet Expense 0012509 7/16	8354110060012509	Paid by Check # 651546		07/02/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	64.99
				Account 520.187 - Internet Expense		Totals		Invoice Transactions 1		\$64.99
9016 - Douglas Disposal Inc	Account 520.197 - Landfill Expense 40990612 5/16	40990612	Paid by Check # 650542		06/01/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	5,918.45
15853 - Carson City Landfill	228079 6-16	228079	Paid by Check # 651537		07/05/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	21,263.82
9016 - Douglas Disposal Inc	40990612 6/16	40990612	Paid by Check # 651568		07/01/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	2,286.09
				Account 520.197 - Landfill Expense		Totals		Invoice Transactions 3		\$29,468.36
12997 - Do Co Procurement Program	Account 520.200 - Training & Education 5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	95.00
				Account 520.200 - Training & Education		Totals		Invoice Transactions 1		\$95.00

3-16





# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
Account 521.135 - Legal-Collection Cost										
2549 - Dallaire Tom-Petty Cash	6-16 G'VILLE2	PETTY CASH	Paid by Check # 650801		06/24/2016	06/30/2016	06/30/2016		06/30/2016	28.00
				Account 521.135 - Legal-Collection Cost Totals				Invoice Transactions 1		\$28.00
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	1,059.70
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	1,021.20
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 2		\$2,080.90
5785 - Alisco Inc	LEN1153348	000330	Paid by Check # 651038		06/07/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1155469	000330	Paid by Check # 651038		06/14/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1157694	000330	Paid by Check # 651038		06/21/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1159874	000330	Paid by Check # 651038		06/28/2016	07/08/2016	06/30/2016		07/08/2016	4.39
16322 - Plut Michael R	6-16 BOOTS	G'VILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	89.99
16322 - Plut Michael R	6-16 PANTS	G'VILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	94.96
				Account 532.056 - Uniforms Totals				Invoice Transactions 6		\$202.51
2667 - Record Courier	7034794 16-17	7034794/GVILLE	Paid by Check # 651442		06/20/2016	07/15/2016	07/15/2016		07/15/2016	29.90
				Account 532.056 - Subscriptions Totals				Invoice Transactions 1		\$29.90
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	216.72
12997 - Do Co Procurement Program	5-16 NICHOLSON	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	40.00
12997 - Do Co Procurement Program	6-16 LOUTHAN	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	67.58
8479 - Tahoe Supply Co	620625	TOWNGV	Paid by Check # 651243		06/23/2016	07/08/2016	06/30/2016		07/08/2016	30.00
				Account 533.800 - Office Supplies Totals				Invoice Transactions 4		\$354.30

3-17



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 533.806 - Software										
12997 - Do Co Procurement Program	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	619.37
16648 - E Squared C Inc	43769	GVILLE	Paid by Check # 651570		07/01/2016	07/22/2016	07/22/2016		07/22/2016	37.50
Account 533.806 - Software Totals Invoice Transactions 2 \$656.87 Department 925 - Health & Sanitation Totals Invoice Transactions 84 \$39,998.32 Fund 611 - Gardnerville Health & San Totals Invoice Transactions 84 \$39,998.32										

3-18



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 614 - G'ville Ad Val Cap Proj Department 730 - G'ville Ad Val Cap Proj										
Account 564.700 - Motor Vehicles	0629	G'VILLE	Paid by Check # 651314		06/29/2016	07/15/2016	06/30/2016		07/15/2016	34,780.25
3668 - Carson Dodge-Chrysler Inc										
Account 564.700 - Motor Vehicles Totals										\$34,780.25
Department 730 - G'ville Ad Val Cap Proj Totals										\$34,780.25
Fund 614 - G'ville Ad Val Cap Proj Totals										\$34,780.25
Grand Totals										\$144,578.44

\* = Prior Fiscal Year Activity

3-19

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Approve park use application for Main Street Gardnerville's Annual Volunteer and Business Recognition event changed from 7/17/16 to 9/18/16.

2. **Recommended Motion:** Approve on consent.

**Funds Available:**  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016 **Time Requested:** N/A

6. **Agenda:**  Consent  Administrative

**Background Information:** See attached.

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

8. **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): 3/28/16

Organization: Main Street Gardnerville Corporation: Yes No
(If a corporation, a copy of the Articles of Incorporation must be attached)

Contact Person: Paula Lochridge email: PLochridge@MainStreetGardnerville.org

Home/Cell Phone: 775-691-6357 Business Phone: 775-782-8027 Fax: 775-782-7135

Mailing Address: 1407 Hwy 395 N, Gardnerville, NV 89410
(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:
Pavilion Side and surrounding lawn area.

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

(US Hwy 395, SR75, and streets closed at intersections of US Hwy 395 require NDOT encroachment permit;
Waterloo, Toler, Elges, Grant, Stodick, and Muller 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.:
This is for our annual Volunteer and Business Recognition event.

Event date(s): Sunday, 3/28/16 Event hours (including set up & tear down): 11 am - 6 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:
We're inviting our program's volunteers and stakeholders to a picnic in the park to thank them for their support.

---

Number of patrons, customers, spectators, participants, etc. expected to attend on **each day** of the event:  
around 100

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

Event Insurance Carrier: National Trust Insurance Services, LLC./Maury, Phone: (410) 547-3267

(Certificate of Insurance **must be attached to this application** and must name the Town of Gardnerville as additional insured, and 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:

We are still in the planning stages and am not sure if alcohol will be served and we're looking into someone to cater the event, so we will ensure they have the appropriate permit. Unknown at this time how many tents will be used... but can keep the town updated once plans are finalized.

---

(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:

Volunteers/Staff will do the clean up. We will coordinate garbage plan with the town.

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(Groups of 50 or more are require to pay a minimum of one \$25 dumpster service fee; park restrooms accommodate a maximum of 100 people, one port-a-potty is required for every 100 people over 100)

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

We'll coordinate use of the water coupler with the town.

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

Other Town services, if required:

Assistance requested for use of possible sound system.

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*(Electrical outlets, pavilion lighting, etc.)*

Event Parking Area: Around park and on side streets.

---

(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:

We will coordinate with EF Fire Dept once plans are finalized.

---

*(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:

<small>eSigned via SignMauDoc.com</small> <i>Paula Lochridge</i> <small>Key: 2fedeb459c5c20b173ddcf091375bb</small>	Paula Lochridge	3/28/16
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: \_\_\_\_\_

---



(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

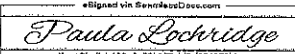
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WAIVER OF LIABILITY

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:

	Paula Lochridge	3/28/16
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: \_\_\_\_\_

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



1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for July 2016.
2. **Recommended Motion: Receive and file**
  - a. **Funds Available:**  Yes  N/A
3. **Department:** Administration
4. **Prepared by:** Paula Lochridge
5. **Meeting Date:** August 2, 2016 **Time Requested:** 30 minutes
6. **Agenda:**  Consent  Administrative
7. **Background Information** Tom Dallaire and I will do a brief presentation regarding our attendance at the National Main Street America Conference in May.
8. **Other Agency Review of Action:**  Douglas County  N/A
9. **Board Action:**  
 Approved  Approved with Modifications  
 Denied  Continued



## Main Street Gardnerville's Program Manager Report

August 2, 2016

- We've been invited to do a presentation to the Sertoma Club at the COD Casino on Aug 12<sup>th</sup> at 7 am. The main focus will be on our program and volunteering.
- **Organization Committee Efforts:**
  - Will be determining next steps for trying to get a state program. The National Main Street America E-Newsletter offered some great information on advocacy and lobbying. I've included it with my report.
  - Membership renewal letters have gone out... the Organization Committee will follow up on any that have yet to be renewed. They will also partner with the District Vitality Committee to establish a "membership drive" to gain more support from other businesses within the district that currently are not members.
  - With the rescheduling of the "Picnic in the Park" event for our volunteers and business members, this committee will be reaching out to businesses personally to encourage their attendance.
  - Will be working on a sponsorship launch plan for late summer/early fall.
    - Tom Dallaire, Meredith Fischer and I met with representatives from US Bank to discuss potential partnership/sponsorship opportunities.
    - I'll be meeting with a representative for the United Federal Credit Union to discuss way they can support our program.
- **Promotion Committee Efforts:**
  - Evaluating past events (The Great Race and the Freedom 5 K).
  - Focusing on the wine walks and the upcoming Harvest Festival and Coffin Races.
    - Received a \$1,000 sponsorship from Carson Valley Medical Center's Vitality for Life Program for the Slaughterhouse Lane Coffin Races.
- **Design Committee Efforts:**
  - Have two more benches on order. One will be placed at the Record Courier Center and the other at a location yet to be determined.
  - A member from the committee will be focusing her efforts on the Sidewalk Gallery and will work with her contacts to improve the appearance of the door/2 windows which face the intersection of Hwy 395 and Eddy Street.



- The Flower Sub-Committee is focusing on getting the remaining “unsponsored” flower baskets and adopt-a-pots “sponsored”.
- The Heritage Park Gardens Sub-Committee will have a booth at a few of the upcoming area farmer’s markets.

- **District Vitality Committee Efforts:**

- Working on finalizing plans for their “Fall in Love with the District” event in September. They are working on developing relationships with the property managers/owners/real estate agents who have vacant buildings in our district to try and get their support for these tours. Would like to also get information about the rent for these buildings, estimated utility costs, any special features etc., that can be put on a take-away 1-sheet for people interested in renting the building. From our meeting mentioned above, US Bank offered to participate in this event.
  - Putting a plan in place on creating more informative and attractive welcome packets for new businesses in the district.
  - We have another loan paid off from our Revolving Loan Fund... the plan is to re-launch it. We’ll also be looking into the possibility of using the money for matching grants.
- Tom and I will do a presentation focusing on the National Main Street American Conference we attended in May.
    - I’ve included notes from Meredith Fischer, who attended the conference with us.





# Developing a Strong Main Street Advocacy Program to Drive Your Organization to Legislative Success

By Amy M Barnhart, New Mexico Main Street Program Associate | From *Main Street Story of the Week* | July 21, 2016 |



*Former NCMCMSC President Francis Bee of Gallup addresses the crowd at the MainStreet in New Mexico Day at the New Mexico State Capitol Rotunda*

As Main Street practitioners, our work is constantly impacted by decisions made by governing bodies at the local, state and federal level. These decisions can impact our organizations' funding and projects, as well as policies that can either support or hinder our work in historic preservation and economic revitalization. It is important that when faced with legislation or decisions that can negatively impact our work, we are able to advocate on behalf of our Main Street organizations' priorities.



In 2004, local Main Street organizations in New Mexico banded together when funding to the state coordinating program was threatened. Their initial successful advocacy efforts led to the forming of a formal 501(c)(6) non-profit organization, the New Mexico Coalition of MainStreet Communities (NMCMS). For the last 12 years, the Coalition has successfully advocated at the state legislative level on behalf of issues

impacting the local Main Street organizations throughout the state. On an annual basis, the NMCMSA advocates for maintaining the budget of the state coordinating program to ensure the local organizations continue to receive valuable services and support. Additionally, it advocates for public infrastructure funds to be allocated to the New Mexico MainStreet program, and disbursed, via a grant application process, to local programs for infrastructure improvements in the Main Street districts. And finally, the Coalition will, from time to time, drive specific legislation in partnership with the state government, other partner organizations or will craft and advocate for its own legislation.

Keep reading for information on engaging in advocacy on behalf of your Main Street program, and examples from the NMCMSA on how they have achieved success throughout the years.

## **Why should we advocate**

Our elected officials represent us and our fellow constituents. However, depending on the state, your legislators may also work a full-time job in addition to holding their elected position. We can't expect them to be experts on everything, and if they are not familiar with the Main Street program, it is up to you to educate them. Most will appreciate the knowledge you are able to share, as well as your real world examples demonstrating your program's impact. And don't forget, if they aren't familiar with your program, it will most likely be forgotten when it comes time to make decisions that impact it. This is true at the city, county, state and federal level.

## **How we build a coalition**

Oftentimes, as was the case with the NMCMSA, a coalition might form in reaction to a threat from another group, a piece of legislation that will have a negative impact to your organization's work, or to save the program's budget. Building a coalition prior to a threat, will put you in a better position to address the threat and activate your membership. In the case of the Main Street program, a network of organizations throughout the state with a common goal already exists, and can work together to advocate for their needs at the state-level of government.

The NMCMSA formed a 501(c)(6) non-profit organization, whose dues-paying membership is made up of the state-wide Main Street 501(c)(3) non-profit organizations. The board is made up of representatives of Main Street organizations from all over the state, ideally representing different geographical regions, as New Mexico residents, culture and economy vary from region to region.

The IRS does not restrict lobbying efforts of 501(c)(6) organizations in the same way it does that of 501(c)(3)s, so this creates more flexibility as far as advocacy and lobbying activities. [Click here](#) for more information.

Don't forget that there are other organizations in your state that might be ideal partners for your coalition—community development and historic preservation organizations—and may have some of the same issues as your Main Street coalition and would be willing advocate with the legislature.



## **When to begin advocacy efforts**

Ideally advocacy efforts would begin well before the start of the legislative session. You might begin advocacy efforts during the election campaign, meeting with all the candidates to educate them about your program, while also making sure to keep your organization and its representatives firmly out of the campaign process. Regardless, you should make every effort to meet with your legislators prior to the start of the legislative session. Once the session begins, their time will be limited, and it is unlikely they will be able to give your issue or program the time and attention that it deserves. Keeping your elected officials in the loop as to your projects and activities on a regular basis throughout the year ensures that when you need their support on an issue, they will already have a base knowledge of your program and its efforts.

## **Whom to target with advocacy efforts**

The elected officials that represent your district, whether it is at the city, county, state or federal level, are obvious targets of your advocacy efforts. But keep in mind that legislation will need to first pass through several committees (depending upon which level of government you are working with), before it makes its way to the floor of either the House or the Senate for a vote. It is possible that your legislators may not be sitting on those committees. In that case, you will need to reach out to other members of the committee. This will require doing some homework on the legislators, and determining which will be open to supporting your bill. Alternatively, if you have formed a coalition with the other communities in your state, the Main Street programs with elected officials on each committee, can contact their legislators as the bill moves through the committees.

The NCMSC develops a spreadsheet listing the legislators that represent each Main Street program in the state and highlights those that serve on key committees, so the local programs know who to contact depending upon which committee the bill is currently sitting with.

## **How we develop our message**

When preparing to ask a business to sponsor an event or donate to a project, we usually prepare by developing a clear and to the point pitch, specific examples of how our work has impacted the community, and have a defined message we want to relay. The same goes for speaking with legislators and other elected officials. We want to make a good impression and respect the time they are willing to give us, so being prepared and articulate can only improve your chances of success. Legislators want to hear from their constituents about what is happening in their district. Be prepared to share specific information about the impact your work is having in their district. Remember that you will most likely have several different audiences, so you should develop messages for each audience.

Also, prepare yourself for a refusal, or an opinion that might not be in line with that of your organization. Know what the opposition will be arguing. You will definitely encounter this at some point in your advocacy efforts. Just remember to be respectful and thank the legislator for their time. Keep them in the loop and continue efforts to educate them as to the importance of



your organization's work. You never know when your priorities might align, or you may finally sway them to support your efforts.



*New Mexico Coalition of MainStreet Communities Board from left to right: Michael Bulloch, Farmington; Sandy Rassmussen, Corrales; Lisa Pelligrino-Spears, Clovis; Tabatha Lawson, Lovington; Bianca Mitchell, Grants; Brenda Ferri, Raton; and Gail Houser, Tucumcari.*

## **How to engage in advocacy with our elected officials**

As mentioned prior, the engagement process with elected officials should begin well before the start of the legislative session, and in a variety of ways. Ideally, you begin engaging with them prior to asking them for something.

### **Pre-Session Meetings**

Meeting one-on-one with a legislator prior to the start of the session should enable you to receive (ideally) their undivided attention and begin building a relationship. Members of the NMCMSC have seen success with inviting their legislators for coffee several times a year—just a 30-minute commitment in an informal setting.

### **Invitations to special events, activities and community meetings**

Getting your legislators to one of your events or activities allows them to see you and your organization's work in action. In particular, you should invite them to ribbon cuttings or grand openings that they can use as photo ops or as demonstrations of the good work they are doing in the legislature.

### **Phone calls**

If you call your legislator prior to the start of the session, you have a good chance of having a phone conversation with them. If you call during the session, you will most likely reach a secretary or other staffer. If this happens, make sure to leave your name, organization's name, city and what you are requesting of them. Believe it or not, those messages will be relayed to your legislator, and while you may not receive a return phone call, if they hear from enough constituents on the same issue, it can impact their actions.

### **Letters/emails**

If you are sending a physical letter, send it either prior to the start of the session, or hand deliver it to their capitol office. Dropping it into the mail during the session, when every day counts, will probably be ineffective. An email will be received immediately, and can have a similar impact as the phone calls, if enough are received on the same issue. The NCMCMSC utilizes an email list serve to alert its membership when bills are in certain committees or when they are up for vote, to let them know when they need to use immediate action with regard to contacting their legislators either by email or phone.

### **Committee testimony**

During the summer, legislative interim committees being meeting. These committees can make recommendations on the state coordinating program budget or vote to support certain legislative initiatives. The NCMCMSC uses this opportunity to request time to present before the committee, particularly if it is meeting in a Main Street community. You can highlight the successes of the local program, while also educating the legislators as to the needs of the state-wide network. Once the legislature moves into its regular session, the session committees may seek testimony in support of legislation that impacts your program as well, so be prepared.

### **Advocacy materials**

The NCMCMSC utilizes a variety of advocacy materials, depending upon the situation. Annually, they develop a two-sided brochure laying out the legislative initiatives, and economic impact statistics, which can be handed to a legislator in a meeting, or left at their office with a staff person. The NCMCMSC members visit their legislators offices during the legislative session, and leave not only the brochure, but a thank you note attached to a small bag of cookies or candy, as well as a New Mexico MainStreet pin. Often time the office staff person enjoys the treats, and remembers (and appreciates) your efforts, which can help get your message passed along to your legislator. Using the initial information from the brochure, you can expand upon it and create a one-page document. And finally, creating a [website](#) allows you to provide even more information on your legislative issues and programs, and can be updated on a regular basis.

Remember that advocacy never ends. Build advocacy efforts into your annual work plan to begin building relationships with your elected officials. There may come a time in which you need to call upon them for their support, and this will put you in a prime position for success.

*Amy M. Barnhart has been a Program Associate with the New Mexico MainStreet program since July 2013, providing organizational support to local MainStreet organizations, Arts & Cultural Districts and Frontier Communities across the state. For three years prior to this, she was the executive director of Carlsbad MainStreet, a Main Street America Accredited program in southeast New Mexico. During that time Amy served as an officer of the New Mexico Coalition of Main Street Communities. She has a passion for helping communities utilize their assets to achieve success in revitalizing their historic commercial districts and transforming their communities as a whole.*



# Advocacy/lobbying and 501(c)(3) organizations

The Merriam-Webster online dictionary defines advocacy as “the act or process of supporting a cause or proposal.”

Using the same dictionary, lobbying is defined as “to conduct activities aimed at influencing public officials and especially members of a legislative body on legislation.”

Even without reading the definitions, we instinctively see advocacy as “good” and lobbying as “bad”, but 501(c)(3) organizations are able to engage in both, with limitations, according to the IRS.

Educating your elected officials about your program and its positive impacts would solidly fall under the advocacy umbrella; while sending out an email asking your district businesses to contact your legislators to support a particular bill would fall under lobbying.

By visiting the IRS [website](#), you can determine how much lobbying work your organization is able to engage in without putting its tax-exempt status at risk. 501(c)(4) and 501(c)(6) organizations abide by a different set of rules and have more freedom, so visit the IRS website to learn more as well.



# Ways to engage with your elected officials

- One-on-one meetings
- Invitations to special events, activities, community meetings
- Phone calls
- Letters/emails
- Committee testimony
- Printed materials
- Online resources

# Tracking legislation

- Tracking bills that can impact your Main Street work is key to successfully advocating with your legislators.
- Most states provide bill trackers on their website.
- Designating an individual to track the bills for the coalition, and then alerting the membership when action is needed, provides an effective way to activate the network.

# Advocacy resource

- The National Council on Aging provides some great information and tips for advocacy.
- Click [here](#) for information on non-profit advocacy rules and regulations, as well as other information such as harnessing the power of your stories



Main Street Gardnerville's 2nd Annual

# SLAUGHTERHOUSE LANE COFFIN RACES



Sign up your  
"Coffin Team"  
Now

Sponsored by



Joey's Jamin Jamakin  
Bobsled Team



Registration Deadline is October 1st!

Visit our Calendar on [MainStreetGardnerville.org](http://MainStreetGardnerville.org) or the MSG  
Office at 1407 Hwy 395 N for Registration Information

Main Street Gardnerville

Ph: 775.782.8027 1407 Hwy 395 N, Gardnerville, NV 89410 Fax: 775.782.7135

[www.MainStreetGardnerville.org](http://www.MainStreetGardnerville.org) [Info@MainStreetGardnerville.org](mailto:Info@MainStreetGardnerville.org)

Main Street Gardnerville is a 501c6 non-profit corporation & an equal opportunity provider and employer.

## Main Street National Convention Notes (Meredith Fishcer, MSG Board Member)

Course: Can Small Towns Be Cool?

Noteworthy:

### **Vibrant communities stem from vibrant downtowns**

5 Things that Build Vibrant Downtowns:

Entrepreneurship

Development system

What can we offer them to make them successful? Prop people up and give them

**every chance for success.**

Example: Fairfield, IA (go to website for example)

They celebrate entrepreneurs with a Wall of Fame at the High School and an entrepreneur corner .

They also offer and extensive mentoring for entrepreneurs (mentoring eco-system)

Entrepreneurship resulted in 3000 new jobs.

They also offer an entrepreneur relocation program.

What can we do to grow entrepreneurs in our community?

Marion, Virginia

Small business boot camp

\$5000 grant

Ord,NE

Nebraska Community Foundation

Wealth Transfer plan that built a \$15 mil. Endowment

Westphalia, Michigan

Student run business filled an empty storefront.

Dubuque, Iowa

Internship Academy

Freshman: Shadow opportunity

Sophomore: Mentoring

Junior/Senior: Full Internship.

### **The next 5 years can define the next 50. Change the narrative of the community; Why Gardnerville, why not?**

Changing the narrative is important because people move in the direction of their discussions.

### **Partnerships**

Partnering with the High School (Service clubs)

Pair Students with businesses for learning opportunities

Student groups helping with setup of MSG events

Student voices/suggestions-encourage students to become invested in their community

High School entrepreneurship competition hosted during a vacancy tour

Student photography competition to take photos of what they like and dislike in the town.

Student scholarship

Student volunteer of the year

Teen ambassador that reports to the Board and recruits student volunteers.

Engage, Inspire, Thrive

**Peer-Mentor Networks** to assist entrepreneurs and business people in town or coming to the area to help with some of the uncertainties, information, etc.

### **Tracking Survey**

Find out what people would like to see in town.

Community Comment Box: Letters to Main Street Gardnerville

Idea boards at Main Street Gardnerville events that allow the community to provide feedback. I.E. future wine walk themes or event suggestions.

### **Placemaking:**

Temporarily trying things to see whether or not they “take” on vacant lots  
i.e. pocket parks, stages, yard games

### **Making a Memorable Main Street- John Schallert**

Full notes [www.johnschallert.com/ms](http://www.johnschallert.com/ms)

Destination Downtown-You can be whatever you want, wherever you are.

Look for high impact-low energy solutions to create more buzz about your area.

Never confuse activity with productivity

Victories lead to momentum

Change your day, not your life by Andy Core

Food for thought: Cabela’s started in a basement of a furniture store selling fishing flies. Now they are an \$8.9 billion business

Unique Positioning Statement

How is your business superior from other businesses or in this case, how is our district

Community Re-invention program

Build it one business at a time

### **Vacant Storefronts:**

Windows of opportunity

Get peoples attention

Get them engaged- develop an emotional connection

Give them information

Building/leasing info

Community Info- events going on around town, volunteer opportunities

You have 7 seconds to make an impression. Empty storefronts are like missing teeth....

Informational windows, Fill windows with posters of town events, or town/building history

Paint on the windows: got a great idea, let us know (list contact info),

Photoshoot with potential uses for building, stage the windows

Wanted ad.

High school window design challenge.

Moving scene-drama club interactive windows

**Locally owned businesses re-circulate 2 to 3 times more wealth per dollar**



DEAR VICKY, MRS. B, & MAIN STREET GARDNERVILLE,

MY FIRST GRADE CLASS HAD A  
WONDERFUL FIELD TRIP TO THE COMMUNITY  
GARDEN IN MAY. THANK YOU SO MUCH!  
MY STUDENTS LOVED IT, TOOK INTEREST IN  
NOTICING THE DIFFERENCES BETWEEN  
PLANTS, ATTEMPTED TO BE CONTEMPLATIVE  
IN THE LABARYNTH, AND WERE SO EXCITED  
TO GO HOME WITH THEIR NEWSPAPER  
POTS AND SEEDS. AFTERWARD, THEY  
WROTE ABOUT OUR TRIP AND HAD LOTS  
TO SAY. I HOPE TO BRING NEXT YEAR'S  
CLASS!

THIS IS A GREAT THING TO HAVE  
IN OUR TOWN. THANKS FOR ALL  
YOU DO!

-LYNN KEASLING  
GARDNERVILLE  
ELEMENTARY SCHOOL



A PROGRAM OF THE NATIONAL MAIN STREET CENTER



Main Street America  
@NationalMainStreetCenter

Liked Message

Home About Photos Likes More

Community & Government · Chicago, Illinois

Status Photo / Video

Search for posts on this Page

Write something on this Page



Main Street America shared Main Street Gardnerville's album.

July 4 at 8:19pm

Patriotic fitness this #MainStreetFourth in Garnderville, NV!



Like Comment Share

Main Street Gardnerville, Pauline Eaton and Jim Bintz

5-17

*National Program shared our 5K Event on their facebook & twitter sites*



# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on a request by Don Garrison for a street light at Waterloo and Northampton Circle; with public comment prior to Board action.
2. **Recommended Motion:** He want to complain about how long this is taking to get installed. Not sure if a motion is needed.

**Funds Available:**  Yes       N/A (requires staff time)

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016      **Time Requested:** 10 minutes

6. **Agenda:**  Consent       Administrative

**Background Information:** Don came into the office talked with Carol and did not want to talk to me. He wanted to talk to the board about this issue. He filled out the application for the item to be presented to the board. I understand he is not happy about how long the process is taking, over a year now, from what I have in my project file, June 2015.

The Sunset Park subdivision was recorded in 1986, with homes in the development being constructed in 1988. The request for an additional light was made in 2015, 27 years after residents purchased homes in the development.

Don Garrison approached Linda Slater some time ago about putting a street light at the intersection of North Hampton and Waterloo Lane.

See next page for additional information.

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

8. **Board Action:**

- Approved       Approved with Modifications  
 Denied       Continued



## Background Information CONTINUED:

NV Energy wanted to install a meter off of the existing light system so we can pay for the ONE additional light. That does not make sense with a meter charge of \$32.80 (taxes and usage fees) and then the actual electricity used. There is not a meter in place, nor is there room on the corner with all the utilities in the adjacent property front yard. Back in June 2015 we drew up a plan "1" and sent a request to Don French who was getting ready to retire at the time. We did a field visit and the front yard of the corner lot at this location has many utility boxes, vaults, pedestals and a gorgeous evergreen tree that would be in the way of installing the new light.

In September 2015, there were complaints from the residents in the neighborhood about the softball crew parking in the development and being noisy and urinating in the landscaping in the open area by the gate into Lampe Park. I drew up option "2" and asked Scott Morgan if a new street light would help monitor the situation better. Mr. Morgan did not want a street light there so those who were causing problems could see what they were doing. Scott did authorize us to use the Lampe property, which has a storm drain and irrigation easement adjacent to the right of way, for the single street light pull box and utility line trenching. In October I revised the plan as indicated in Plan "3". I submitted this time to Gail at NV Energy for a project review and cost. I then decided to get some help from Gary Whisler with the three NV Energy projects. He can speak NV Energy's language when we get someone interested in helping us with these projects.

Up until a month or two ago there has been a lot of turnover at the NV Energy office due to retirements.

Luis Garcia has been working on all three of the town's projects and has the other two projects complete now. I have sent him an email this week to see what the next steps are. I am sure we are waiting on a contract from NV Energy. Then we will need to get a contractor on board to trench the conduit and cut the street at the existing trench location across Northampton.

The Board has not approved a budget for this project yet. I need more information from NV Energy on the costs and fees. I'm guessing, with everything, this could cost around \$22,250 on the upper end of the range, for ONE (1) light.

\$4,000 light and pole

\$250 Permit

\$10,000 Contractor

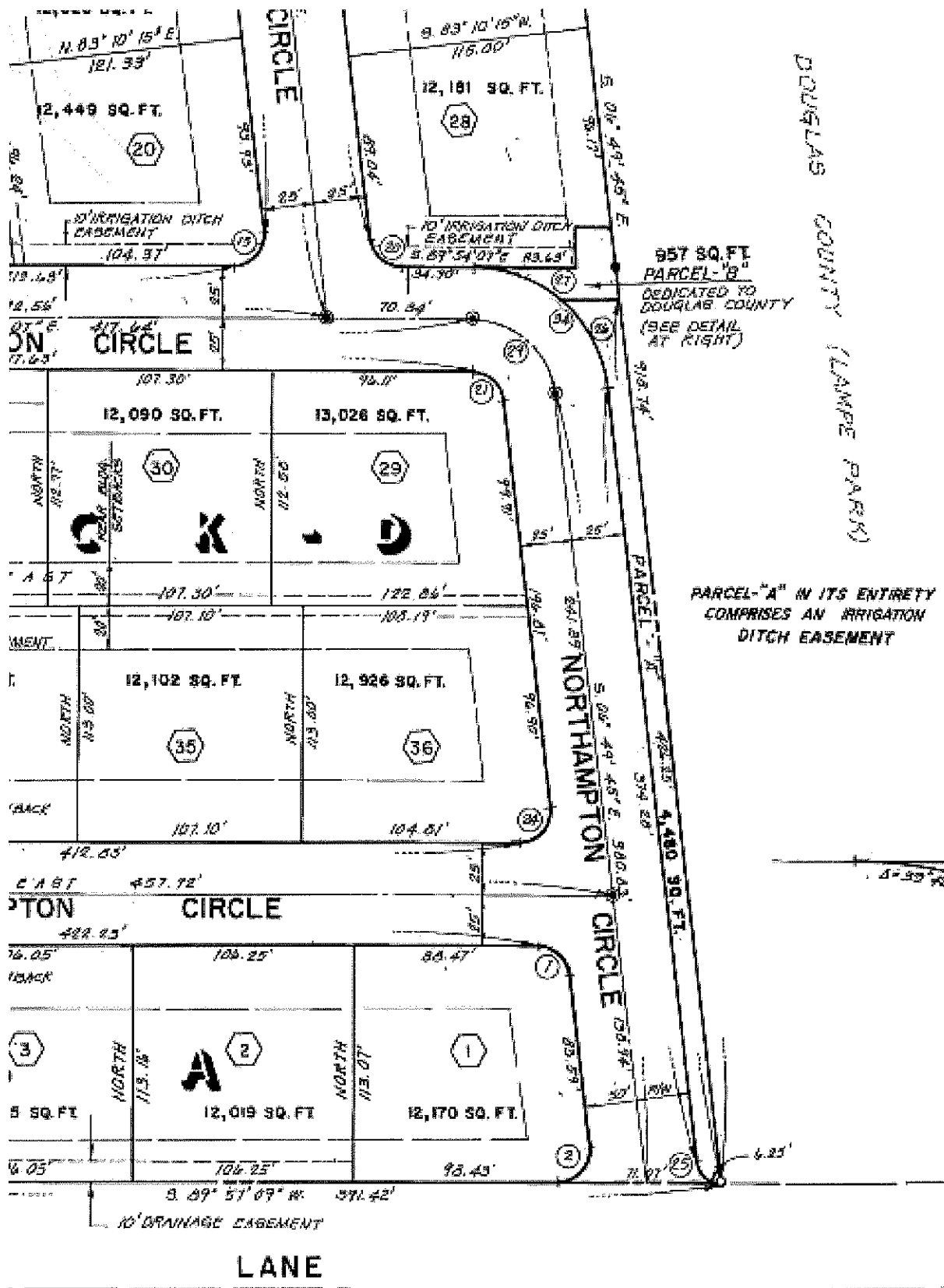
\$3,000 testing and paving density

\$5,000 NV energy

Plan "4" is the subdivision showing the county owned parcel for the storm drain.

Nv Energy Light Fees

NV Energy Plan for the project



**Plan 4 - Sunset Park Subdivision Plan**



**REQUEST FOR PLACEMENT ON THE AGENDA  
FOR THE GARDNERVILLE TOWN BOARD**

Name: Don Garrison email: None  
Telephone: 782-3091

Mailing Address: PO Box 472 1363 Northampton  
Minden NV 89423 62 NV 89410

Nature of Request and Approximate Amount of Time Needed: 5 min.  
Need street light at Waterloo + Northampton

Signature: *Don Garrison* Date: 7/6/16

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

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

6-4



# CORNER AT WATERLOO & NORTHAMPTON



EXISTING  
COBRA HEAD LIGHT

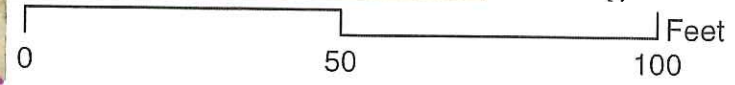
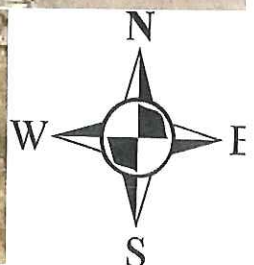
1367 NORTHAMPTON CIR  
APN: 1220-042-10-017

PROPOSED NEW  
GARDNERVILLE  
DECORATIVE LIGHT POLE

WATERLOO LN

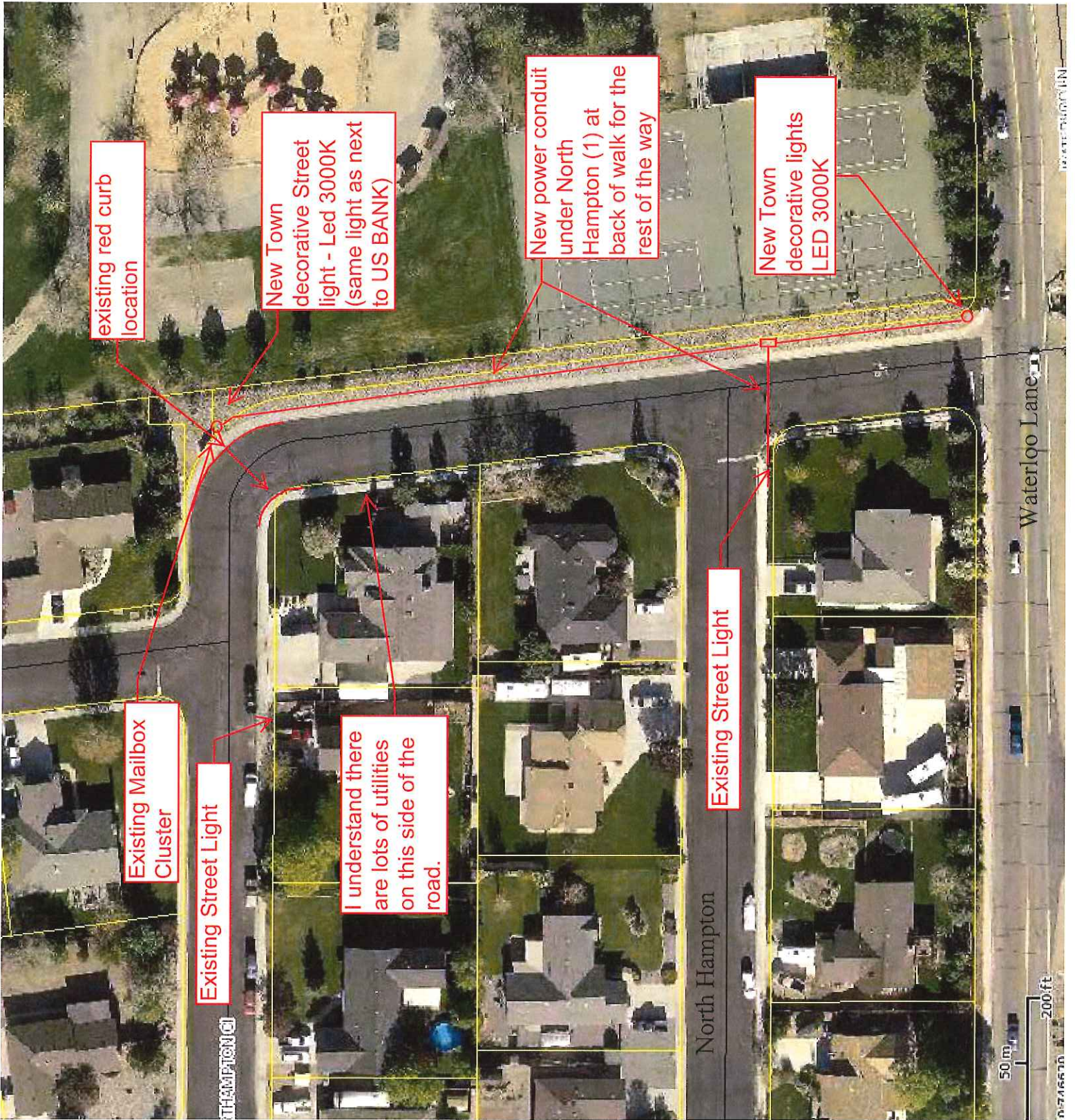
NORTHAMPTON CIR

PLAN | JUNE 2015



6-5





Plan 2 SEPT. 2015  
6-6





1407 Highway 395 N  
Gardnerville NV 89410

P: 775.782.7134  
F: 775.782.7135

WWW.gardnerville-nv.gov

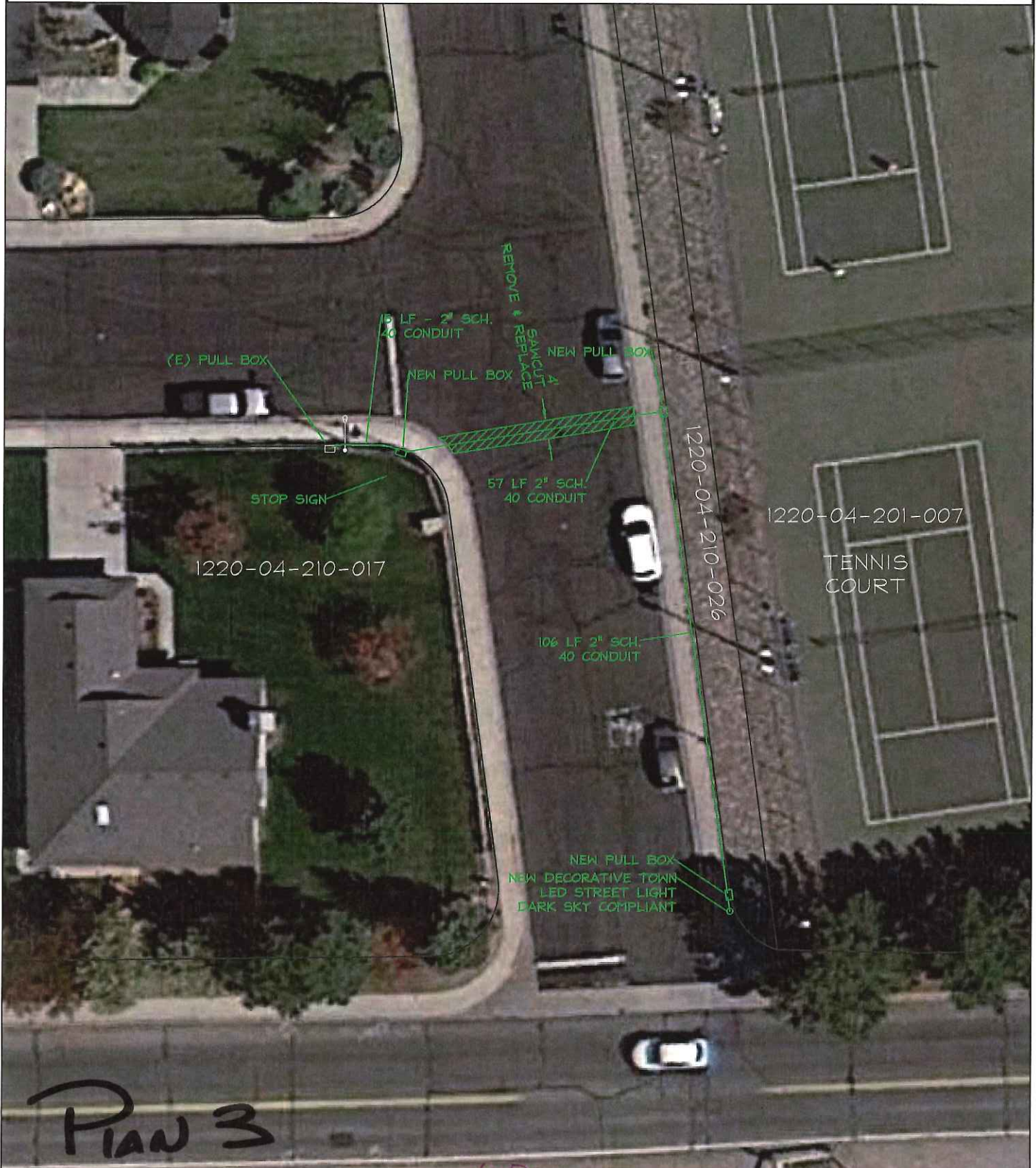
# ADD STREET LIGHT ONTO NV ENERGY SYSTEM INTERSECTION OF WATERLOO & N. HAMPTON

DATE: OCTOBER 21, 2015

PAGE: **EXHIBIT A**

PROJECT No.: 1514-NHAMPTON

## Project: NORTH HAMPTON ADDITIONAL STREET LIGHT



PLAN 3

6-7



**Schedule No. SL**  
**STREET LIGHTING SERVICE**

**APPLICABLE**

Service hereunder is applicable to street, highway and other public outdoor lighting installations using bracket mast arm or center suspension construction. This schedule is closed to new incandescent and mercury vapor installations.

**TERRITORY**

Entire Nevada Service Area.

**RATES**

The rate is applicable to lamps mounted on suitable poles supplied from overhead or underground supply circuits, which may also be used to carry Utility's distribution system circuits. Lighting equipment will be installed, operated and maintained by Utility. Lighting equipment installed shall be as specified by Utility as to type of bracket, lamp fixture and overhead or under-ground supply circuits. Service includes energy, lamp and glass replacements and operation and maintenance of the installation.

The rates for customer-owned installations are applicable to service where the lighting equipment (including suitable circuits and terminals for connection to Utility's overhead system) is installed and owned by the Customer. Service non-metered installations includes energy, lamp and glass replacements and operation of the installation, but does not include maintenance or replacement of Customer-owned equipment other than lamps and glasses. Service to metered installations is for maintenance and lamp and glass replacement only. Customer is responsible for providing replacement lamps and glass not normally stocked by Utility. Maintenance and non-metered energy service to customer-owned lamps are closed to new service.

(Continued)

**RECEIVED FROM NV ENERGY JUNE 2016**

<p>Issued: <b>06-01-04</b> Effective: <b>06-01-04</b> Advice No.: <b>431-E-R(1)</b></p>	<p>Issued By: Mary O. Simmons Vice President</p> <p>6-8</p>	
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(T)

**Schedule No. SL  
 STREET LIGHTING SERVICE  
 (Continued)**

**RATES (Continued)**

**Bundled Service**

Class Codes	Lamp Type	Watts	kWh/Mo.	Overhead/ Multi-use Pole	Overhead/ Light Only/ Wood Pole	Overhead/ Light Only/ Other Pole	Underground/ Light Only/ Wood Pole	Underground/ Light Only/ Other Pole	Service to Customer- Owned Lamps	
									Nonmetered	Metered
<b>Incandescent: (Rate Codes)</b>				(S09)						
(10)	100W	101	35	\$8.32	N/A	N/A	N/A	N/A	N/A	N/A
<b>Mercury Vapor: (Rate Codes)</b>				(S13/51)	(S15)	(S17)	(S43/45)	(S47)	(S23)	(S19)
(17)	175W	196	67	\$9.48	\$13.17	\$16.90	\$17.00	\$17.11	N/A	N/A
(19)	250W	295	102	10.75	N/A	N/A	N/A	N/A	N/A	N/A
47(21)	400W	463	159	13.24	18.74	20.47	22.57	23.86	6.85	N/A
<b>High Pressure Sodium Sodium: (Rate Codes)</b>				(S01)	(S03)	(S05)	(S31/S33)	(S35)	(S07)	(S19)
(31)	70W	84	29	\$8.12	\$11.80	\$15.53	\$15.63	\$15.74	N/A	N/A
(32)	100W	118	41	8.54	12.23	15.96	16.06	16.17	\$2.61	\$1.14
(33)	150W	172	59	N/A	N/A	N/A	18.24	17.08	3.25	1.14
(34)	200W	229	79	10.14	15.14	17.60	18.97	17.82	3.98	1.14
(36)	250W	285	98	N/A	N/A	N/A	20.38	21.66	N/A	N/A
<b>High Pressure Sodium Sodium/Metal Halide: (Rate Codes)</b>				(S01)	(S03)	(S05)	(S31/S33)	(S35)	(S07)	(S19)
(35)	400W	472	163	\$13.39	\$18.88	\$23.77	\$22.72	\$24.00	N/A	\$1.14
<b>LED<sup>1</sup>: (Rate Codes)</b>								(SLED)		
	109W	109	37	N/A	N/A	N/A	N/A	\$16.34	N/A	N/A

The above rates include a Base Tariff Energy Rate (BTER) of \$0.03466 per kWh, a Temporary Renewable Energy Development Charge (TRED) of \$0.00105 per kWh, an Energy Efficiency Charge (EE) of \$0.00115 per kWh, and a Renewable Energy Program Rate (REPR) of (\$0.00422) per kWh, multiplied by the monthly kWh shown, for each lamp.

<sup>1</sup>LED rate is for a TRIAL program. Trial is limited to two new subdivisions using Decorative Poles and Luminaries.

**Deferred Energy Accounting Adjustment**  
 See Schedule DEAA

Received From NV ENERGY June 2016 (Continued)

Issued: <b>02-12-16</b>	Issued By: Shawn M. Elicegui Senior Vice President
Effective: <b>04-01-16</b>	
Notice No.: <b>16-01</b>	

**Schedule No. SL  
STREET LIGHTING SERVICE  
 (Continued)**

**RATES** (Continued)

**Distribution-only Service**

Class Codes	Lamp Type	Watts	kWh/ Mo.	Overhead/ Multi-use Pole		Overhead/ Light Only/ Wood Pole		Underground/ Light Only/ Other Pole		Service to Customer-Owned Lamps		
										Nonmetered	Metered	
<b>Incandescent: (Rate Codes)</b>				(S09)								(S19/61)
(10)	100W	101	35	\$7.22	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(I)
<b>Mercury Vapor: (Rate Codes)</b>				(S13/51)		(S15)	(S17)	(S43/45)	(S47)	(S23)		
(17)	175W	196	67	\$7.35	\$11.03	\$14.76	\$14.87	\$14.98	\$14.98	N/A	N/A	(I)
(19)	250W	295	102	7.49	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(I)
(21)	400W	463	159	8.18	13.68	15.42	17.52	18.80	\$1.80	N/A	N/A	(I, R,I,R)
<b>High Pressure Sodium Sodium: (Rate Codes)</b>				(S01/53)		(S03/55)	(S05/57)	(S33/65)	(S35/67)	(S07/59)	(S31/63)	
(31)	70W	84	29	\$7.19	\$10.88	\$14.60	\$14.71	\$14.82	N/A	N/A	N/A	(I,R,I)
(32)	100W	118	41	7.24	10.93	14.65	14.76	14.87	\$1.31	\$1.14	\$1.14	(I, R,I,R)
(33)	150W	172	59	N/A	N/A	N/A	16.38	15.22	1.38	1.14	1.14	(I, R)
(34)	200W	229	79	7.63	12.63	15.08	16.46	15.30	1.47	1.14	1.14	(R,I,R)
(36)	250W	285	98	N/A	N/A	N/A	17.26	18.55	N/A	N/A	N/A	(R,I)
<b>High Pressure Sodium/ Metal Halide: (Rate Codes)</b>				(S01/53)		(S03/55)	(S05/57)	(S33/65)	(S35/67)		(S07/59)	
(35)	400W	472	163	\$8.20	\$13.70	\$18.58	\$17.53	\$18.82	N/A	\$1.14	\$1.14	(I, R)

The above rates include an Interclass Rate Rebalancing Charge of \$0.00378 per kWh multiplied by the monthly kWh shown, for each lamp. (I)

**Late Charge**

The Utility may charge a fee as set forth in Schedule MC for the late payment of a bill.

**Tax Adjustment Charge:**

The charges shown above are subject to adjustments for taxes and assessments as specified in the Tax Adjustment Rider (PUCN Sheet No. 63E)

**Universal Energy Charge (UEC)**

All kWh Per kWh \$0.00039

Issued: <b>12-27-13</b> Effective: <b>01-01-14</b> Advice No.: <b>545-E-R</b>	Issued By: Michael J. Carano Executive	
6-10		



**Schedule No. SL  
STREET LIGHTING SERVICE  
(Continued)**

**SPECIAL CONDITIONS**

1. **UEC.** The Universal Energy Charge (UEC), pursuant to NAC 702.150 through 702.450, will go to fund the Nevada fund for energy assistance and conservation. Under certain circumstances, Customers will be refunded amounts paid in excess of \$25,000 per calendar quarter. The Commission will administer the collection of the UEC, certify exemptions, and administer refunds. Exemptions are generally kWh sold to
  - a) Any governmental agency, including the State of Nevada and any political subdivision thereof, and
  - b) Any Customer using electrolytic-manufacturing processes.

Except as provided above, all kWh sold are subject to the charge. The UEC is not subject to the charges applicable under the Tax Adjustment Charge.

2. **Burning Hours.** Service hereunder is for dusk-to-dawn burning hours of approximately 4,132 hours per year.
3. **New Installation Investments.** Utility shall not be required to make investments in new installations in excess of the following:

<u>Lamp Size</u>	<u>Multi-use Wood Pole Overhead</u>	<u>Street Light Only Pole Overhead</u>	<u>Street Light Only Wood Pole Underground</u>	<u>Street Light Only Other Pole Overhead</u>	<u>Street Light Only Other Pole Underground</u>
High Pressure Sodium					
70W	\$1,280	\$2,075	\$2,902	\$2,879	\$2,926
100W	1,280	2,075	2,902	2,879	2,926
150W	N/A	N/A	3,235	N/A	2,985
200W	1,330	2,408	3,235	2,938	2,985
250W	N/A	N/A	3,391	N/A	3,669
400W	1,378	2,564	3,391	3,618	3,669

(N)  
(I)  
(I)  
(R, I)  
(I, R)  
(R, I)  
(I, R)

4. **Relocation.** Relocation of existing street lights hereunder at Customer's request will be done by Utility provided Customer reimburses Utility for net expenses incurred.
5. **Multiple or Series Service.** Multiple or series service hereunder shall be at the Utility's option.

Issued: **12-27-13**

Effective: **01-01-14**

Advice No.: **545-E-R**

Issued By:  
Michael J. Carano  
Executive

**Schedule No. SL**  
**STREET LIGHTING SERVICE**  
**(Continued)**

**SPECIAL CONDITIONS** (Continued)

6. **Replacement.** Utility may, at its option, replace any lamp served hereunder with a high pressure sodium lamp of a lumen rating agreed to by the customer. Billing subsequent to replacement shall be in accordance with the appropriate rate for the size and type of high pressure sodium lamp installed.

(T)

Issued: **05-23-05**  
Effective: **06-01-05**  
Advice No.: **445-E-R**  
**446-E-R**

Issued By:  
Michael J. Carano  
Director  
Rates & Regulatory

6-12

**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**

**ODL85U  
NOSTALGIA STYLE  
LUMINAIRE LED**




Used With:  
ODL 95U: 20' Round Concrete Pole  
ODL 81-89U: Decorative Steel Poles



**ODL96U  
COLONIAL STYLE  
LUMINAIRE  
LED**

Used With:  
ODL 95U: 20' Round Concrete Pole  
ODL 81-89U: Decorative Steel Poles

COMPATIBLE UNIT NUMBERS			MATERIAL LIST					
ITEM #	ODL85U NOSTALGIA LED	ODL96U COLONIAL LED			DESCRIPTION		NUMBER	
	Labor Factor: .125	Labor Factor: .125						
	QUANTITY	QUANTITY						
1	1	1	CONTROL, PHOTOELEC: 120/208/240/277VAC 1000W	28-0240				
2	N/A	1	LIGHT, LED: COLONIAL LUMINAIRE, 68W, 120V	28-0485				
3	1	N/A	LIGHT, LED: NOSTALGIA LUMINAIRE, 68W, 120V	28-0490				

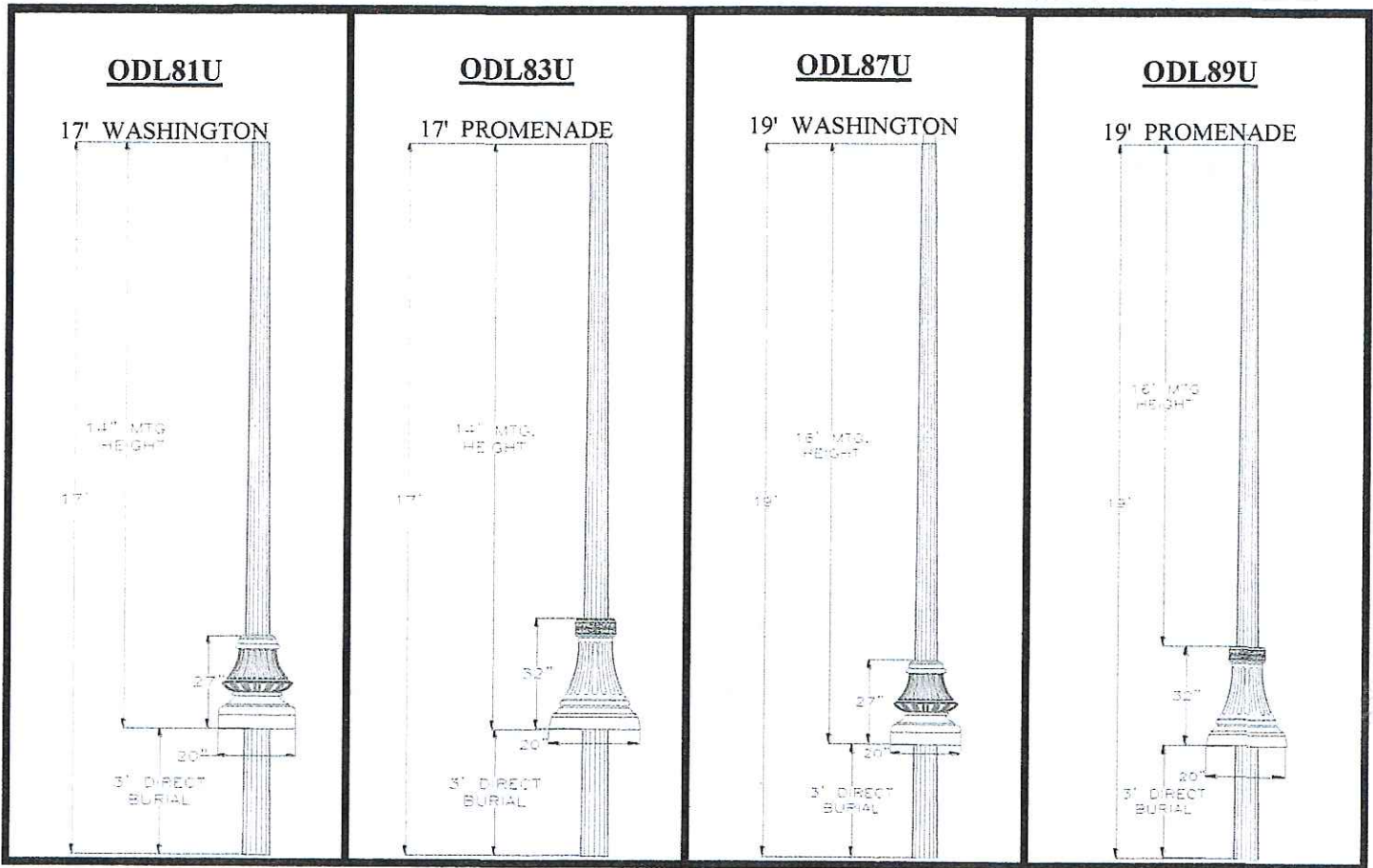
	VOLUME 5 – COMPATIBLE UNIT STANDARD				ODL 81-96U
	DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL & CONCRETE POLES				
Drawn:	Eng:	Appr:	Date:	Revision: 1	
JVV	MB	DA	04/16	Page 1 of 3	

6-13



**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**



COMPATIBLE UNIT NUMBERS					MATERIAL LIST			
ITEM #	ODL81U 17' WASHINGTON	ODL83U 17' PROMENADE	ODL87U 19' WASHINGTON	ODL89U 19' PROMENADE			DESCRIPTION	NUMBER
	Labor Factor: .500	Labor Factor: .500	Labor Factor: .500	Labor Factor: .500				
	QUANTITY	QUANTITY	QUANTITY	QUANTITY				
1*	FD	FD	FD	FD	12x12 SECONDARY BOX W/4-WAY TERMINATION	SRT02U		
2	40'	40'	40'	40'	WIRE, INSUL: BLACK, #10 STR, 1 COND, CU, THHN	17-0170		
3	40'	40'	40'	40'	WIRE, INSUL: WHITE, #10 STR, 1 COND, CU, THHN	17-0180		
4	N/A	1	N/A	1	PROMENADE CLAM SHELL BASE	28-0130		
5	1	N/A	1	N/A	WASHINGTON CLAM SHELL BASE	28-0134		
6	1	1	N/A	N/A	17', 16 FLUTED: DIRECT BURIED STEEL POLE	28-1106		
7	N/A	N/A	1	1	19', 16 FLUTED: DIRECT BURIED STEEL POLE	28-1108		
8*	FD	FD	FD	FD	PIPE, STD: 3/4" CTS, 100' LG, PLAIN ENDS, 200 LB, POLYETHYLENE	51-0060		

\*Items To Be Field Determined (FD) As Required and Added As Additional Stock Items.  
Refer to SRT02U This Volume For Termination Material List.  
Poles Used With: ODL85U and ODL96U Luminaires.

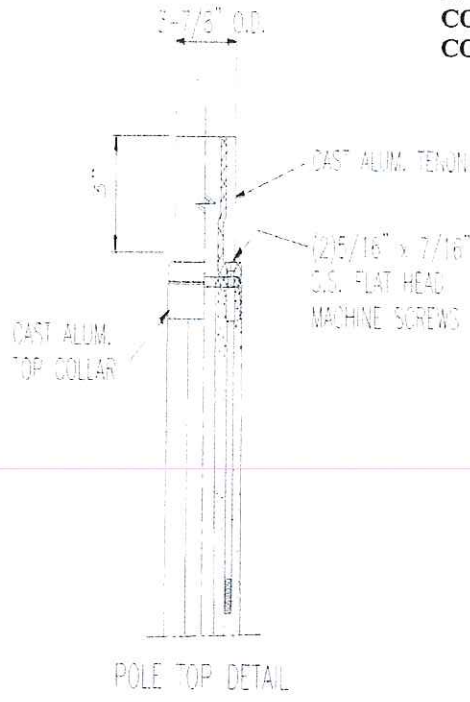
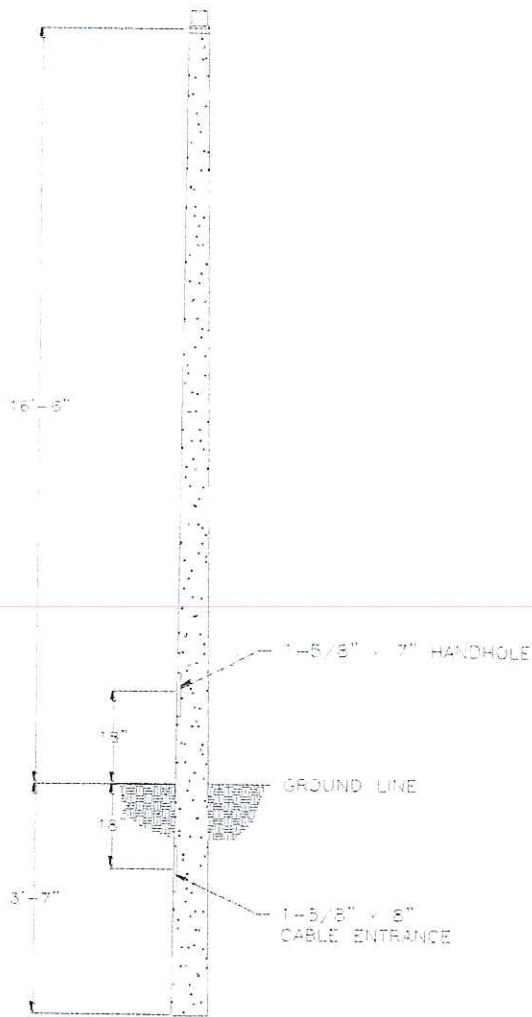
	VOLUME 5 – COMPATIBLE UNIT STANDARD				ODL 81-96U
	DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL & CONCRETE POLES				
Drawn:	Eng:	Appr:	Date:	Revision: 1	
JVV	MB	DA	04/16	Page 2 of 3	

6-14

**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**

**ODL95U  
20' EMBEDDED ROUND  
CONCRETE POLE  
COLOR: BUFF 313A**



Pole Can Be Used With:  
OLD85U OR ODL96U

COMPATIBLE UNIT NUMBER		MATERIAL LIST	
ODL95U			
Labor Factor: .564			
ITEM #	QUANTITY	DESCRIPTION	NUMBER
1*	FD	12x12 SECONDARY BOX W/ 4-WAY TERMINATION	SRT02U
2	40'	WIRE, INSUL: BLACK, #10 STR, 1 COND, CU, THHN	17-0170
3	40'	WIRE, INSUL: WHITE, #10 STR, 1 COND, CU, THHN	17-0180
4	1	TUBE: STREET LIGHT INSTALLATION, 16" DIA X 5' LG, FIBER	24-1006
5	1	POLE, LIGHT: DECORATIVE STREET, 20' LG, ANTI-GRAFFITI COATING	28-0745
6*	FD	PIPE, STD: 3/4" CTS, 100' LG, PLAIN ENDS, 200 LB, POLYETHYLENE 340	51-0060

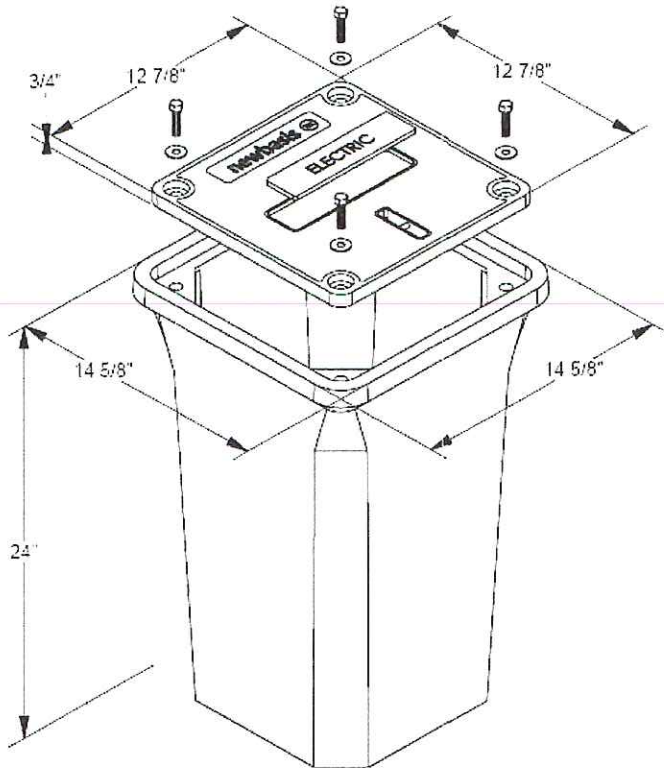
\* Items To Be Field Determined (FD) As Required And Added As Additional Stock Items.  
Refer To SRT02U This Volume For Termination Material List.

	VOLUME 5 - COMPATIBLE UNIT STANDARD			ODL 81-96U
	DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL & CONCRETE POLES			
Drawn:	Eng:	Appr:	Date:	Revision: 1
JVV	MB	DA	04/16	Page 3 of 3

6-15



# 12" X 12" STREET LIGHT BOX



**CONSTRUCTION NOTES**

1. BOX USED IN: NON-TRAFFIC OR LIGHT-TRAFFIC (PARKING LOTS/ SIDEWALK) AREAS. SEE TE0001U, SECTION 7.
2. INSTALLATION: BOX TO BE PLACED ON 6" OF 3/4" CLEAN DRAIN ROCK.
3. ALL LIDS TO BE MARKED "ELECTRIC".
4. LID TO BE SECURED WITH PENTA HEAD BOLTS.

MAXIMUM CONDUCTORS	
12" x 12" BOX	SECONDARY
	2 RUNS OF #2TX AND 1 RUN OF #10 ST LIGHT WIRE
NOTE: REFER TO CAB09U VOLUME 5 FOR COMPLETE APPLICATION	

NVE STOCK#	DESCRIPTION	APPROVED MANUFACTURERS	
		NEWBASIS	FUTURE
24-0020	POLYMER BOX AND LID	# PCA121224-00043	
24-1182	REPLACEMENT LID	# PCC1212P1-10000	

	VOLUME 17 – ENGINEERING & CONSTRUCTION STANDARD			VB0050U
	12" X 12" STREET LIGHT BOX POLYMER			
Drawn:	Eng:	Appr:	Date:	Revision: 0
RN	MB	DA	4/15	Page 1 of 1

6-16





Google earth

feet  
meters



Google earth

6-17



Members  
Gardnerville Town Board  
Town Manager  
Tom Dallaire

August 2, 2016

TO BE READ AT TODAY'S MEETING

Sorry I am unable to attend today's Town Board meeting, due to illness.

Many residents in the Northampton subdivision namely me, are unhappy with the board and the town manager for dragging your feet on such an important safety issue as the lack of illumination at the crosswalk at Northampton and Waterloo Streets.

Since the opening of the Senior Center the car traffic and pedestrian traffic has increased ten fold. The Lanape tennis courts are no longer being used enough at night to light that area every night and it's that night that someone is going to get run over.

IE: When traveling east on Waterloo at Northampton, with west bound traffic on dark nights and you are going to turn onto Northampton, you absolutely can not see if a pedestrian is in the crosswalk, and the same holds true going in the opposite direction.

As a former Gardnerville Board Member, I do not recall taking over 2 1/2 years to solve such an important safety issue affecting our health and welfare.

The Northampton residents are not going to "Beg" the board and Town Manager for swifter action in this matter but, when there special activities at Lanape Park, where people park in our neighborhood during ball games, carnivals, Carson Valley Days, etc. Stop and

of the possible liability if someone is injured  
or killed at this location on a dark night.

We know projects that have been approved  
and completed since this issue came to attention  
of a town board member. Also has the town  
engineer considered "Solar lighting"?

Please take all this into consideration.

Sincerely,

R. P. Yehlium

1363 Northampton Cir.  
Gardnerville, Nevada

Linda Schaan  
1360 Northampton  
Gardnerville, NV.

Ron Lee  
1367 NORTHAMPTON  
Gardnerville, NV

Sharon Packer

1352 Northampton Cir



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



1. **For Possible Action:** Discussion to approve Proclamation 2016P-03 recognizing the week of August 8th through August 14th, 2016 as Brain Injury Awareness week; with public comment prior to Board action.
2. **Recommended Motion:** Approve Proclamation 2016P-03 recognizing the week of August 8<sup>th</sup> through August 14, 2016 as Brain Injury Awareness Week.

Funds Available:  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016 **Time Requested:** 10 minutes

6. **Agenda:**  Consent  Administrative

**Background Information:** See attached Proclamation.

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

8. **Board Action:**

- Approved  Approved with Modifications  
 Denied  Continued

*Town of Gardnerville*

*Proclamation 2016P-03*

**A Proclamation by the Gardnerville Town Board recognizing the week of  
August 8<sup>th</sup> through August 14<sup>th</sup>, 2016 as  
Brain Injury Awareness Week**

**Whereas**, a traumatic brain injury (TBI) is a blow, jolt or bump to the head or a penetrating head injury that disrupts the brain's normal function, often resulting in a lifetime of physical, cognitive and behavior challenges;

**Whereas**, 1.7 million Americans, including 475,000 children, sustain a traumatic brain injury each year, and as many as 5.3 million people nationwide live with long-term disabilities due to TBI;

**Whereas**, every 21 seconds, someone in the United States will sustain a traumatic brain injury (TBI), which equals more than 4,000 people daily; and

**Whereas**, the average lifetime cost of care for a person with a severe traumatic brain injury ranges from \$600,000 to \$1,875,000; and

**Whereas**, the effects of brain injury are devastating emotionally and financially to families; and

**Whereas**, many individuals with brain injury can make valuable contributions to our society with appropriate services and supports; and

**Whereas**, public awareness is critical to the prevention of brain injury and to enhancing the recovery process of all individuals affected; and

**NOW, THEREFORE LET IT BE RESOLVED THAT THE GARDNERVILLE TOWN BOARD DOES HEREBY PROCLAIM THE WEEK OF AUGUST 8<sup>th</sup> THROUGH AUGUST 14<sup>th</sup>, 2016 AS BRAIN INJURY AWARENESS WEEK IN GARDNERVILLE.**

**Adopted: This 2nd Day of August 2016.**

**GARDNERVILLE TOWN BOARD MEMBERS**

\_\_\_\_\_  
**Mary Wenner, Chairwoman**

\_\_\_\_\_  
**Ken Miller, Vice-Chairman**

\_\_\_\_\_  
**Lloyd Higuera, Member**

\_\_\_\_\_  
**Cassandra Jones, Member**

\_\_\_\_\_  
**Linda Slater, Member**



*Town of Gardnerville*

*Proclamation 2016P-03*

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\_\_\_\_\_  
Linda Slater, Member

