

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion and possible action to approve, approve with modifications, or deny expansion of the scope of the banner project in partnership with the Carson Valley Visitors Authority on light pole banners located in areas south of the Downtown Main Street District to Grant Ave or Riverview Drive; with public comment prior to Board action.
2. **Recommended Motion:** Motion to direct staff to work with the Visitor's Authority, Main Street, and the Towns of Minden and Genoa to develop a common banner design, pursue gaining NV Energy approval with Minden to provide a common banner at the south end of Gardnerville.
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 20 minutes

5. **Agenda:** Consent Administrative

Background Information: Main Street Board does not want to have banners installed on the light poles along with the hanging flower basket. The banners will need to come down along the Main Street district when the flowers go up.

The Town of Gardnerville can and has had banners on the large cobra head lights south of Waterloo Lane. These could be re-hung to match the banners Minden and the Visitor's Authority are working toward installing. Staff needs direction from the board as to if this is a worthy project to be working on and one the board can support.

Continued on next page

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

7. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Background Information Continued.

Minden is working on setting up a meeting with NV Energy to discuss the requirements to see if they will allow the banners to be installed on the cobra head poles. We also have the decorative poles along the Waterloo Center on Highway 395, and decorative poles at Heritage Park, or along Gilman to Chichester where we can add banners from January to November.

Pros of this proposal:

Installing the banners would be an effort to build a strong sense of community. Having banners on Highway 395 in Minden and not in Gardnerville will appear odd and disjointed. The program would build unity within the community.

Cons for this proposal:

The amount of time utilized by Town staff to do the initial install of the mounting hardware and banner, install the banners, monitor the banner condition, remove and replace the banners once the banners deteriorate, update event banners as requested by the Visitors Authority.

More work generated which will take away from work we currently cannot perform within the town now due to thinning our manpower and resources of the field staff.

Shop
Dine
Relax
Enjoy



MAIN STREET
Gardnerville

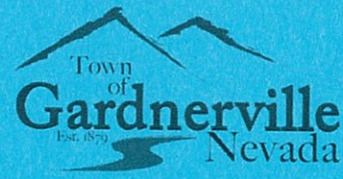
RUGGED. RELAXED. REACHABLE.

CARSON VALLEY
NEVADA



9-4

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on a request by the Record Courier to become a sponsor for the "Newspapers in Education" program; with public comment prior to Board action.

2. **Recommended Motion:** Based on Board discussion.
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 5 minutes

5. **Agenda:** Consent Administrative

Background Information: See attached information.

The Record Courier asked the town to donate to this cause to help local students who are in need of obtaining current events required for school assignments.

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

7. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

The following information was taken from the web

How Do Students Benefit From Newspapers in the Classroom?

Does the newspaper help students learn? The Newspaper Association of America Foundation has conducted the latest research at the national level. Several decades of education and readership research have provided the following general conclusions:

- Students who use the newspaper in school read more sections of the newspaper and show significantly greater interest in local government, neighborhood events, current issues and foreign affairs.
- Children who frequently read newspapers are more likely than nonreaders to be reading other things in daily life.
- Students who use the newspaper in school have less trouble reading it, have more positive attitudes toward it and are more likely to read it on their own.
- People who read newspapers regularly are more likely to be active voters.
- In a three-year study of NIE in Volusia County, Florida, students in NIE groups showed significantly superior gains in spelling and vocabulary in their classes than did nonreaders.
- In a six-week reading improvement program for 13-year-old elementary school students whose reading performance was at second-, third-, or fourth-grade levels, the performance of two-thirds of the 743 students went up more than a grade level. Ten students gained two years and two children gained more than three years. The results were attributed to using newspapers and magazines.
- Research by Dr. Dan Sullivan of the University of Minnesota examined programs in 22 cities across the country. The study compared test scores of students who had used the newspaper in class with those who had not. In all 22 cases, those student who used the newspaper scored better on standardized reading test than did those who did not. Minority students and those who were not native English speakers showed the greatest achievement. (2002, NAA Foundation.)

TOP 10 REASONS TO USE NEWSPAPERS IN THE CLASSROOM

10. It is an influential and integral part of our society. Freedom of the press is guaranteed under the Constitution.
9. Newspapers are more timely than textbooks. They are updated daily and keep students informed on current events.
8. Newspaper news stories are models of clear and concise writing; the newspaper also contains many different types of writing models: narrative, persuasive, expository. Newspaper stories are also written for various reading levels.
7. With the electronic newspaper, select pages can be printed and then marked, cut, pasted and colored — which makes it useful for young children even before they learn how to read. It's active, not passive, learning.
6. The newspaper is such a vast store of information. It contains something for everyone: science as it happens, real math problems, sequencing using comic strips. The list could go on and on.

5. Newspapers bridge the gap between the classroom and the “real” world. Students learn life skills, make career decisions, and become more motivated to learn by using the newspaper in the classroom.
4. Newspapers can stand alone as teaching tools — or be used as supplements to other instructional materials, such as the Internet.
3. The advantages of using the newspaper in the classroom is well-documented by research. (A compilation of this research is available in "The Newspaper: A Reference Book for Teachers and Librarians," by Dr. Edward F. DeRoche, 1991.)
2. Newspapers In Education programs have a wealth of additional services to offer teachers such as in-service workshops (at a nominal fee), advisory boards, free newspaper-based curriculum materials on every subject under the sun.
1. Participation in NIE is FREE to educators!

OTHER BENEFITS

For Schools:

- Sharpens thinking skills.
- Increases student’s interest and motivation by providing study materials relevant to their lives.
- Prepares students for active citizenship in their democracy.
- Heightens teachers’ interest in new teaching techniques.
- Involves schools in the lives of the communities they serve.
- Improves relations with student’s families.
- Responds to the needs of local businesses as future employers.
- Helps prepare students for state and national standardized tests.

For The Community:

- Enhances the quality of citizen participation in schools and local government through better mutual understanding among journalists, educators, students and parents.
- Transforms students into interested, active citizens.
- Recognizes newspapers as the main source of continuing education for members of the community once they are no longer in the classroom.

The Record-Courier

NEWSPAPERS IN EDUCATION PROGRAM
(800)898-7075

FACSIMILE TRANSMITTAL SHEET

TO: TOM DALLAIRE

FROM: SOFIA THAMES

COMPANY: TOWN OF GARDNERVILLE

DATE: 08/19

FAX NUMBER: 775-782-7135

NUMBER OF PAGES:
+ cover

PHONE NUMBER: 775-782-7134

SENDER'S PHONE NUMBER:
800-898-7075

RE:
Annual Partners In Education Drive

SENDER'S FAX NUMBER:
866-553-9030

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

Hello Tom,

Thank you for interest in our sponsorship program, *Newspapers In Education*, which allows *students and teachers grades K-12 to receive free newspapers as a valuable teaching tool in the classrooms.*

The attached information explains the sponsorship levels and corresponding recognition.

The program benefits the business with important recognition in our "NIE Thank You Ad" as well as the numerous teachers and students who participate in the program.

Your sponsorship would create informed citizens, improve critical reading and writing skills and offer a great tool which goes beyond the textbooks. Students are left with a valuable tool that will allow them to continue their education for a life-time.

We offer a half-year sponsorship for \$150 which offers recognition (listing) once a month for six months and provides 1200 newspapers to the students.

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The Record-Courier

Dear Partner in Education,

Thank you for your interest in The Record Courier's Newspapers in Education program. This important program benefits our community's students by providing an innovative and interesting way of learning. Teachers use the newspaper to teach a variety of subjects including reading, math, science, writing and geography.

Your contribution will provide the following benefits:

For the schools:

- Each student in your sponsored classroom will receive a personal copy of the newspaper.
- The students learn from an up-to-date real world source.
- Hard-working teachers receive lesson plans and other valuable teaching tools.

For the sponsors:

- Your donation is an easy and effective way to contribute to the youth of our community.
- Your generosity will be recognized in a 'Thank You' advertisement in the newspaper each month.

We need your help today to make this opportunity available to every school in our community. I have included more information about the program on the following page. Every sponsor makes a real difference, and I hope you will become our 'Partner in Education'.

Sincerely,

Sofia Thames
Newspapers in Education
800-898-7075

The Record-Courier

YES! I want to help the students and teachers of our community by providing them with the most up-to-date text book available, the newspaper!
(Please check appropriate box)

Gold Level Sponsor (\$1,000 contribution). As a Gold Level sponsor you will join an elite group of businesses as one of the largest supporters of education in the community. Your contribution will provide over 8,000 newspapers to area classrooms over the next year. In addition, your business will be recognized in the following advertisement:

* 12 months of recognition in our special NIE "Thank You" ad. (Large Logo)

Silver Level Sponsor (\$500 contribution). As a Silver Level sponsor your contribution will provide 2,400 newspapers to area classrooms over the next year. Your business will be recognized in the following advertisement:

* 12 months of recognition in our special NIE "Thank You" ad. (Small Logo)

Bronze Level Sponsor (\$300 contribution). As a Bronze Level sponsor your contribution will provide 1,200 newspapers to area classrooms over the next year. Your business will be recognized in the following advertisement:

* 12 months of recognition in our special NIE "Thank You" ad. (Listing)

Please fill out the following information and fax to Sofia at 866-553-9030

Business name: _____

Contact person: _____

Billing address: _____

Phone number: _____ **Email:** _____

Signature: _____ **Date:** _____

**Thank you for your commitment to education in our community!
Please fax to 866-553-9030**

The Record-Courier

WHAT IS NEWSPAPERS IN EDUCATION?

NIE (Newspapers in Education) is a nationally recognized collaboration between corporate and community sponsors, local newspapers, and schools providing students with the opportunity to become more literate and knowledgeable citizens. NIE provides local schools with the newspaper and educational materials to enhance learning through real-life experiences relevant to students' daily lives.

Teachers receive class sets of newspapers delivered to their school, packed with news and information relevant to every grade level and subject area. The newspaper is an exciting, real world supplement to traditional classroom resources. It's a "living textbook" that gets updated every day!

WHAT'S IN THE NEWSPAPER FOR STUDENTS?

Many issues and topics in the daily newspaper mirror student interests, making the newspaper relative to their world. NIE makes teaching and learning with the newspaper even easier with sponsored newspapers and specially designed curriculum guides. NIE provides students with hands-on learning activities and innovative ideas that turn the newspaper into a multipurpose tool. Newspapers provide students with an exciting addition to textbook learning.

WHY BECOME INVOLVED?

NIE sponsorship is a low-cost, high-value way to give back to your community and invest in the next generation. Sponsorship helps schools stretch their budgets and meet literacy requirements. NIE sponsorship is good for business because it generates visibility and excellent public relations. By becoming an NIE sponsor it benefits students, schools, and the community, while providing important recognition for the sponsor.

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on a request by Charles & Janice Kriss, Trustees Kriss Family Trust for a Special Use Permit for parking and access improvements, as well as the addition of two RV wash bays and a dog wash bay, APN 1220-03-310-001 & 1220-03-301-001; with public comment prior to Board action.
2. **Recommended Motion:** Motion to approve the requested Special Use permit.
Funds Available: Yes N/A
3. **Department:** Administration

Prepared by: Tom Dallaire
4. **Meeting Date:** October 7, 2014 **Time Requested:** 15 minutes
5. **Agenda:** Consent Administrative

Background Information: A special use permit is needed for this proposed use on the neighborhood commercial zone. The existing car wash is on general commercial zoned property. Chuck Kris has been refining his plan for the project and has had many conversations to improve the use of the existing car wash expansion. NDOT does not want the development using the Elges access from Highway 395. So the proposed design with no additional access from Highway 395 will create tight situations to and from the new development and will not provide an opportunity for passing traffic to turn into the facility.

The plan for prosperity envisions this area concept to be a residential mixed-use village gateway with a walkable commercial services district. Expanding the car wash towards the single family house does not meet this vision. What it does provide is a local business owner expanding the services he provides to valley residents and visitors. Unfortunately, NDOT does not share staff enthusiasm about utilizing that large access to Highway 395.

See next page for more information and staff conditions and comments.

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

Staff report Continued.....

The following findings are towns Staff concerns from the provided ROA report dated August 20, 2014.

20.604.060 (SUP) and 20.214.040 (DR) Same findings:

A. The proposed use of the property can be considered as a consistent development due to the existing Jiffy Lube and Car Wash business previously allowed on the adjacent commercial zone. The development leaves a remaining shop and single family house on an odd shaped property and potentially excludes access to the existing shop depending on the actual proposed improvements. Town staff would like to have the conversation about what is happening to the old shop and its proposed use, and how access would be provided to said shop. How are these service being oriented to the provide services to the immediate neighborhood. NDOT will not allow them to access the existing road that provides direct access to HWY 395.

B. The proposed use is compatible with the existing business on the southerly boundary. We still have a business next to a residential lot that will need some consideration as to the proposed site lighting, which is not identified on the plans, and grading, also not identified on the plan set we have reviewed.

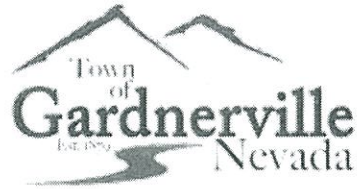
D. With NDOT limiting the access to and from the site to the existing driveway. There really is no other option than what is planned.

E. Landscaping or screening wall has not been shown to minimize the effects of the commercial vacuum stalls adjacent to the single family homes. Some sort of separation should be proposed.

G. The Gardnerville Plan for Prosperity, page 22, covers this area within the town and has identified the proposed use to be residential mixed use village. The entire parcel is not being proposed to be developed and the remainder of the neighborhood commercial zoned property will remain to be a single family residential use property. The remaining parcel is an odd shaped parcel and may be difficult to develop in the future.

Notes from the meeting & public concerns:

Town of Gardnerville
1407 Highway 395 North
Gardnerville, Nevada 89410
(775) 782-7134
(775) 782-7135 facsimile
www.gardnerville-nv.gov



RECEIVED
AUG 18 2014

BY:

PROJECT REVIEW APPLICATION

Location

Street Address: 1295 N Hwy 395 & 1301 Stodick Parkway, Gardnerville
Assessor's Parcel #: 1220-03-310-001 & 1220-03-301-001
Current Zoning Designation: GC
County Project Reference #: _____

Project Description

A special Use Permit for parking and access improvements, as well as the addition of 2 RV wash bays and a dog wash bay.

Applicant:

Name: Charles & Janice Kriss, Trustees Kriss Family Trust
Address: 1740 Westwood Drive Minden, Nevada 89423
Telephone Number: (949) 500-1523 Fax Number: (949) 500-1012

Owner:

Name: Same as Above

Address: _____

Telephone Number: () _____ Fax Number: () _____

Engineer:

Name: Stephanie A. Hicks, AICP, CFM R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Avenue, Minden, Nevada 89423
Telephone Number: (775) 215-5010 Fax Number: (775) 782-7084

*GRAND PARK
Pkt 75 00
CF 1163*

By signing this application, the applicant agrees to reimburse the Town of Gardnerville for all expenses reasonably incurred by the town in the process of reviewing the application, including, but not limited to, engineering and legal expenses. A \$75 deposit is included with this application.

Applicant or Applicant's Representative:

Stephanie A. Hicks, AICP, CFM
Printed Name

Stephanie A. Hicks
Signature

8/12/2014
Date

{When projects are located or proposed to be located within the Town of Gardnerville, Douglas County requires review and comment by the Town Board before making a final decision on the project. The Town of Gardnerville makes recommendations to Douglas County on all development to be located within the township boundaries. Douglas County will not render a decision until a letter of recommendation has been submitted by the Town.}

(Application and all materials related to the project review need to be submitted to the Town office by the Friday two weeks before the Board meeting.)

11-3

5 Comm. Development
1421710-1 08/05/2014 5



DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 ESERALDA AVENUE
POST OFFICE BOX 218
MINDEN, NEVADA 89423
TEL (775) 782-6217
FAX (775) 782-9007
www.douglascountynv.gov

AUG 07 2014

DEVELOPMENT APPLICATION

INSTRUCTIONS TO APPLICANT

The following application form is provided for persons who propose to submit a **Development Application** with Douglas County. As an applicant, you must complete this form and incorporate all requested information, as prescribed by the application submittal requirements, before the application is accepted for processing by the Community Development Department.

FOR STAFF USE ONLY		
2014 11:08AM		
Name: GRAND PRIX CAR WASH		
DA 14-053 (SUP)		
File Number	City: MINDEN	Receipt Number
LR 14-053	State: NV	Date: 8/5/14
Received By		1 ITEM(S): TOTAL: \$1595.00
Town:		Check PAID \$1595.00
Master Plan Land Use: Have a good day !!!		
Regional/Community Plan:		
Current Zoning:		
Overlay Zoning:		
Floodplain Zone:		
FIRM # & Date:		
Wellhead Protection Area (s):		
Case Planner:		

A. Application for (check all applicable):

- | | |
|---|---|
| <input type="checkbox"/> Abandonment | <input type="checkbox"/> Variance, Major |
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Variance, Minor |
| <input checked="" type="checkbox"/> Design Review, Major | <input type="checkbox"/> Zoning Map Amendment |
| <input type="checkbox"/> Design Review, Minor | <input type="checkbox"/> Zoning Text Amendment |
| <input type="checkbox"/> Design Review, Accessory Dwelling Unit | |
| <input type="checkbox"/> Agreement (Development/Reim./Affordable Housing) | Modifications to Existing Development Approvals: |
| <input type="checkbox"/> Master Plan Map Amendment | <input type="checkbox"/> Modification, Major |
| <input type="checkbox"/> Master Plan Text Amendment | <input type="checkbox"/> Modification, Minor |
| <input checked="" type="checkbox"/> Special Use Permit | |

B. Project Location

Street Address (if available): 1295 N Hwy 395 & 1301 Stodick Parkway, Gardnerville

Assessor's Parcel Number(s): 1220-03-310-001 & 1220-03-301-001

Approximately 0 Feet North or South of U.S. Highway 395
(Circle one) (Street Name)

Approximately 0 Feet East or West of Stodick Parkway
(Circle one) (Street Name)

C. Project Description

The applicant is requesting: A special Use Permit and Design Review for parking and access improvements, as well as the addition of 2 RV wash bays and a dog wash bay.

List any previous applications that have been filed for this site: _____

APPLICANT:

Contact Name: Charles & Janice Kriss, Trustees Company: Kriss Family Trust
Address: 1740 Westwood Drive City/State/Zip: Minden, Nevada 89423
Telephone No: (949) 500-1523 Fax No: (949) 500-1012
E-mail Address: Janchuck50@aol.com

OWNER:

Contact Name: Same as above Company: _____
Address: _____ City/State/Zip: _____
Telephone No: () _____ Fax No: () _____
E-mail Address: _____

ENGINEER/REPRESENTATIVE:

Contact Name: Stephanie A. Hicks, AICP, CFM Company: R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Avenue City/State/Zip: Minden, Nevada 89423
Telephone No: (775) 215-5042 Fax No: (775) 782-7084
E-mail Address: shicks@roanderson.com

LETTER OF AUTHORIZATION

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application.

I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of Nevada that the information contained in this application is true and correct.

OWNER(s) of RECORD: (Include extra sheets if necessary)

Charles Kriss _____ Charles Kriss _____ 8-3-14
Printed Name Signature Date
Janice Kriss _____ Janice M. Kriss _____
Printed Name Signature Date

Note: For permits requiring a public hearing, this application must include the names of all owners and, if a corporation, all stockholders and officers (Douglas County Code 20.04.010).

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the Nevada Revised Statutes and Douglas County Code, have been drawn to a standard engineering scale (e.g., 1"=10', 1"=20', 1"=30') that is appropriate to the project size, and clearly define and identify all of the required information.

APPLICANT/APPLICANT'S REPRESENTATIVE:

Stephanie A. Hicks, AICP, CFM _____ Stephanie A Hicks _____
Printed Name Signature Date

11-5

September 26, 2014

DOUGLAS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division
Post Office Box 218
Minden, Nevada 89423

**Grand Prix Car Wash
Special Use Permit and Design Review**

To Whom It May Concern:

On behalf of our client, Kriss Family Trust, please consider this letter our statement of justification and detailed project description for a Design Review. The project site is located at 1301 Stodick Parkway and 1295 N. U.S. Highway 395 in Gardnerville, Nevada (APNs 1220-03-301-001 & 1220-03-310-001).

The Grand Prix Car Wash is an existing use at 1295 N. U.S. Highway 395 (APN 1220-03-310-001) originally constructed in 1991. The applicant is requesting approval of this Design Review in order to expand the existing car wash use onto the adjacent Neighborhood Commercial (NC) zoned parcel (APN 1220-03-301-001) containing approximately 2.77 acres. The subject parcel contains a residential dwelling and several out buildings.

The proposed expansion will occur on the southeast portion of the parcel and provide parking and access improvements, as well as the addition of two (2) recreational vehicle wash bays and a dog wash bay. The parcel containing existing car wash is zoned General Commercial (GC). Under NC zoning, a car wash use requires a Special Use Permit. Therefore, as required by Douglas County Code Section 20.658.020(C), the applicant is submitting a Special Use Permit application with this project. A Design Review application is being submitted concurrently.

Parking

Douglas County Code requires 1 parking space be provided for each washing bay. Currently, the site contains the existing car wash use and a Jiffy Lube. The existing and proposed uses require a total of 6 spaces. With the existing parking spaces, the project proposes 26 parking spaces. Therefore, adequate parking facilities exist to serve the proposed project.

Additionally, 5 stacking spaces are required per carwash bay. The project proposes improvements that will provide adequate and required stacking space for both the existing bay and the new bays.

Design

The proposal includes one additional building which contains two RV wash bays, a mechanical room and a dog wash. The proposed building has been designed to match the construction, colors and architectural features of the existing car wash. The proposed building will meet the Douglas County code requirements with respect to building heights. The exterior building materials include block walls and a metal mansard roof.

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Statement of Justification/Project Description
Douglas County Community Development
August 20, 2014
Page 2 of 4

Boundary Line Adjustment

Following approval of the Design Review and Special Use Permit applications, the Applicant will prepare a Boundary Line Adjustment between APNs 1220-03-301-001 & 1220-03-310-001 in order to locate all car wash improvements on one parcel. The proposed Boundary Line Adjustment location is illustrated on the submitted Site and Utility Plan.

Driveway Access

The proposed project will be accessed through the current ingress/egress on U.S. Highway 395.

Traffic

The proposed project will not generate more than 500 ADTs or 80 peak hour trips, which would require a detailed traffic study to be performed.

Sewer/Water

The project is served by the Gardnerville Water Company and the Minden-Gardnerville Sanitation District for community water and sewer services.

The following is our summary of the required findings per Douglas County Code Section 20.604.060 and 20.614.040:

- A. *The proposed development is consistent with the goals and policies embodied in the adopted master plan and the general purpose and intent of the applicable district regulations;*

COMMENT: The proposed project is consistent with the development code, master plan and design manual for Douglas County. The use is permitted within a Special Use Permit in the NC zoning district and is consistent with the provisions of this chapter. The purpose of the NC zoning district is to provide areas for the development of restricted retail and business uses which have minimal impact on surrounding properties. The uses are oriented to provide services to the immediate neighborhood and in doing so reduce the amount of vehicle trips by providing local retail services.

- B. *The proposed development is compatible with and preserves the character and integrity of adjacent development and neighborhoods and includes improvements or modifications either on-site or within the public rights-of-way to mitigate development related adverse impacts, such as traffic, noise, odors, visual nuisances, or other similar adverse effects to adjacent development and neighborhoods. These improvements or modifications may include but shall not be limited to the placement or orientation of buildings and entryways, parking areas, buffer yards, and the addition of landscaping, walls, or both;*

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Y:\Client Files\0864\0864-004\Documents\SUP & Design Review\SOJ_SUP & Design Review 09-26-2014.doc

Statement of Justification/Project Description
Douglas County Community Development
August 20, 2014
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COMMENT: The proposed car wash expansion is compatible with and preserves the character and integrity of adjacent development. The parcel is bound by U.S. Highway 395 to the southwest. The existing carwash is located to the south of the project site and also contains a Jiffy Lube on the same parcel. Other existing uses include an Enterprise Car Rentals to the south and Heritage Bank to the north. The proposed improvements will be located in proximity to the existing car wash and adjacent to U.S. Highway 395 in order to minimize adverse effects to adjacent development and neighborhood.

- C. *The proposed development will not generate pedestrian or vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood;*

COMMENT: The improvements do not conflict with any existing pedestrian or vehicular traffic which will be hazardous or conflict with the existing and anticipated traffic in the neighborhood. Additionally, pedestrian linkages have been provided on site.

- D. *The proposed development incorporates roadway improvements, traffic control devices or mechanisms, or access restrictions to control traffic flow or divert traffic as needed to reduce or eliminate development impacts on surrounding neighborhood streets;*

COMMENT: The applicant is proposing improvements to improve circulation and extend the use between the parcels. The project improves circulation among the project, allows for joint use of parking spaces among the uses, and reduces impacts on surrounding neighborhood streets.

- E. *The proposed development incorporates features to minimize adverse effects, including visual impacts, of the proposed development on adjacent properties;*

COMMENT: The proposed project incorporates drainage improvements and site landscaping which will have a beneficial effect on adjacent properties. The project site (existing and proposed) will provide a total of 17,489 square feet of landscaping. Landscaping required pursuant to Douglas County Code is 5,165 square feet. It is the intent of the site design to preserve as many of the existing trees as possible. Additionally, all lighting will comply with the Town of Gardnerville lighting standards and Night Sky Friendly ordinances.

- F. *The project is not located within an identified archeological/cultural study area, as recognized by the county. If the project is located in a study area, an archeological resource reconnaissance has been performed on the site by a qualified archeologist and any identified resources have been avoided or mitigated to the extent possible per the findings in the report;*

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Statement of Justification/Project Description
Douglas County Community Development
August 20, 2014
Page 4 of 4

COMMENT: The project is not located within an identified archeological study area as identified by Douglas County.

- G. *The proposed development complies with all additional standards imposed on it by the particular provisions of this chapter, the Douglas County design criteria and improvement standards and all other requirements of this title applicable to the proposed development and uses within the applicable base zoning district, including but not limited to, the adequate public facility policies of Chapter 20.100; and*

COMMENT: We believe that the project complies with the applicable sections of the Douglas County Design Manual, the Town of Gardnerville, and the Douglas County Development Code. Filed concurrently with this application is a Special Use Permit as required for car wash uses in the NC zoning district.

- H. *The proposed development will not be materially detrimental to the public health, safety, convenience and welfare, or result in material damage or prejudice to other property in the vicinity.*

COMMENT: Based on the submitted professional reports and the associated plans, we believe that there is no evidence to suggest that the project will be detrimental to the public health, safety, convenience and welfare, and will result in material damage or prejudice to adjacent properties.

Thank you for your consideration of the proposed Special Use Permit and Design Review. Should you have any further questions, please do not hesitate to call me.

Sincerely,

R.O. ANDERSON ENGINEERING, INC.



Stephanie A. Hicks, AICP, CFM
Director of Grants & Hazard Mitigation Planning

11-9

Y:\Client Files\0864\0864-004\Documents\SUP & Design Review\SOJ_SUP & Design Review 09-26-2014.doc



BRIAN SANDOVAL, Governor

STATE OF NEVADA
DEPARTMENT OF TRANSPORTATION

District II
310 Galletti Way
Sparks, Nevada 89431
(775) 834-8300 FAX (775) 834-8300
October 2, 2014

RUDY MALFABON PE, Director

Jeremy J. Hutchings, PE
Director of Engineering
R.O. Anderson Engineering, Inc.
PO Box 2229
Minden, Nevada 89423

Dear Mr. Hutchings:

Thank you for your submittal of the traffic letter dated September 23, 2014 for the Grand Prix Car Wash project in Douglas County. We have completed our review of the documents that you have provided. Our comments are as follows:

1. The current project has an existing access onto US 395 that currently serves an automated car wash and a quick lubrication shop. No changes to the existing US 395 access or additional US 395 access is proposed as part of this project.
2. The ITE Trip Generation calculations you provided adequately address the increase in volume for the site due to the addition of two self-serve RV wash bays and one self-serve dog wash bay.
3. The Department had previously expressed concerns about the site design and the circulation of traffic into and out of the site via US 395. The revised site plan you have provided has addressed our concerns.
4. As requested, Exhibits A and B included in your submittal represent the wheel path for the design vehicle (MH-40) to both ingress and egress the site to/from US 395.
5. The submitted letter and exhibits have addressed our concerns. The Department will not require any further review for the current project at this time.

Please contact Debra Starnes, EI, Rural Traffic Engineer at 775-834-8307 should you have any questions or need additional information.

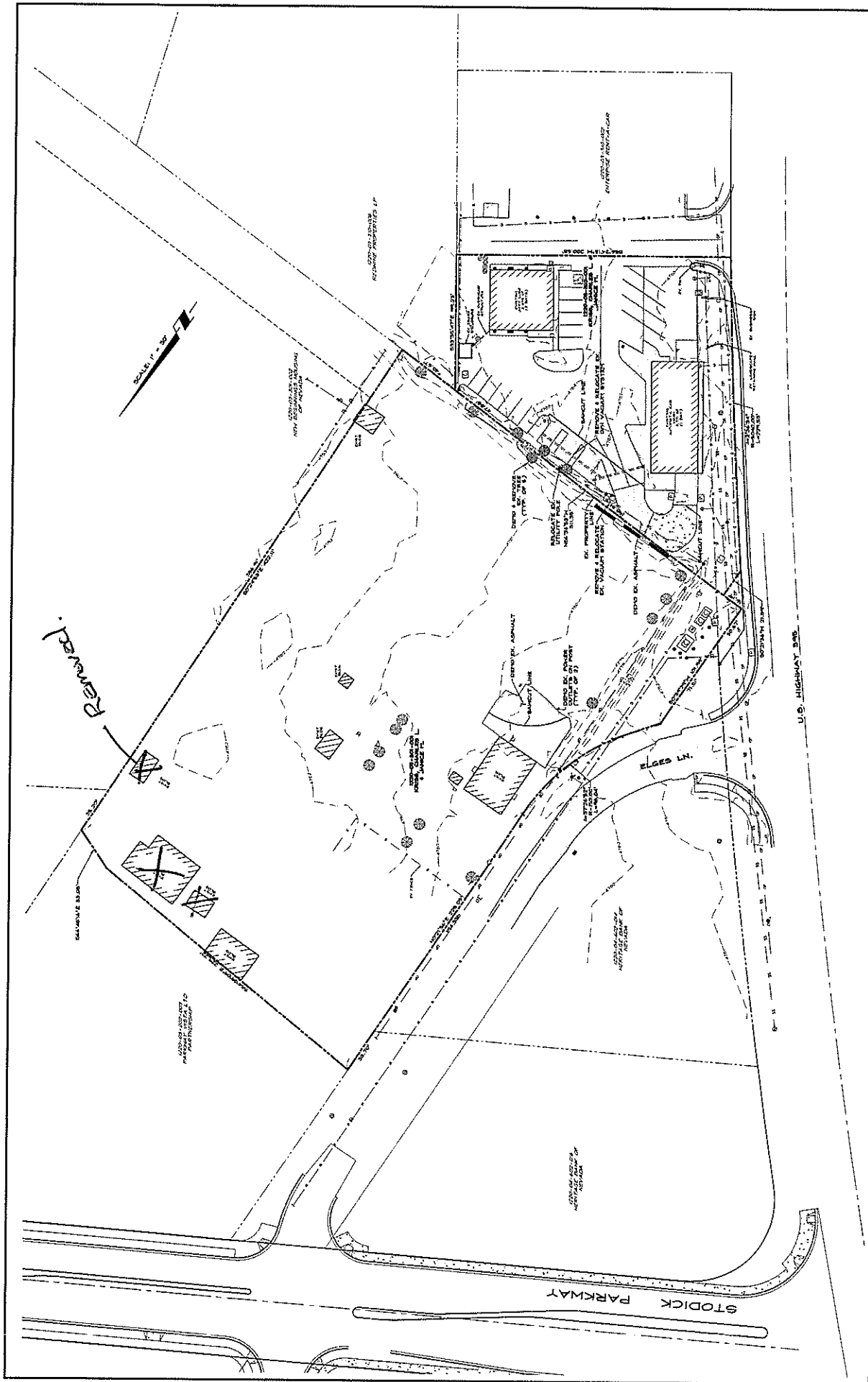
Sincerely,

Janelle K. Thomas, PE
Engineering Services Manager

JT:DS:ds

CC: Thor Dyson, PE
Debra Starnes, EI
Steve Smith, Permit Office
Barbra Resnik, Douglas County via email
Lucille Rao, Douglas County via email
File

11-10



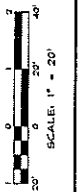
JOB NO. 0064-004
 DRAWING: EX. SITE PLAN
 SHEET: C3
 DATE: 6/23/74 (OF 4 SHEETS)



EX. SITE PLAN

GRAND PRIX CAR WASH
 CHARLES and JANICE KRISS

RI/Anderson
 REGISTERED PROFESSIONAL ENGINEERS
 STATE OF MISSOURI
 LICENSE NO. 10000
 10000
 10000



NO.	DATE	REVISION BLOCK

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on a request by Charles & Janice Kriss, Trustees Kriss Family Trust, for a design review for parking and access improvements, as well as the addition of two RV wash bays and a dog wash bay, APN 1220-03-310-001 & 1220-03-301-001; with public comment prior to Board action.

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

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 15 minutes

5. **Agenda:** Consent Administrative

Background Information:

See next page for staff report...

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

7. Board Action:

Approved Approved with Modifications
 Denied Continued

The design review findings are the same findings as the Special Use Permit.

Design review.

The drainage appears to fix the ditch issue common to both property lines and the ditch will need to be cleaned to allow flow to the Public drainage collection system downstream of the proposed underground storm water storage outlet. The improvement plans should identify the route and elevations of the existing system to the entrance into the public drainage system. The town will not be responsible for the maintenance of the onsite drainage and storage system.

With the proposed RV and Dog wash bays, would an additional dumpster need to be considered and or provided for the proposed larger facility as presented. There are currently 2 bins in the single dumpster picked up twice per week. There are a lot of room for an addition dumpster pad and enclosure for a future need. The town currently picks up two dumpsters and a single dumpster once a week (3 bins). Additional service could be added or an additional bin could be provided to serve the new RV and dog washing bay. It is unclear if additional vacuum stalls are being provided.

The proposed wash bay elevation match the existing architecture of the existing Car Wash and jiffy lube. Those were constructed in 1991 when the rock or brick veneer was not being requested. The architecture should add some building accents with the proposed building height that would blend well with the current architectural theme or add some window accents.

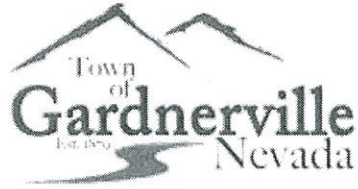
Topic to discuss with the board;

Adding rock veneer accents to the base of the new car wash where they indicate a painted stripe at the base.

It needs to fit into what has been constructed and rockery veneer would be helpful to meet the plan for prosperity.

Notes from the meeting & public concerns:

Town of Gardnerville
1407 Highway 395 North
Gardnerville, Nevada 89410
(775) 782-7134
(775) 782-7135 facsimile
www.gardnerville-nv.gov



RECEIVED
AUG 18 2014
BY:

PROJECT REVIEW APPLICATION

Location

Street Address: 1295 N Hwy 395 & 1301 Stodick Parkway, Gardnerville
Assessor's Parcel #: 1220-03-310-001 & 1220-03-301-001
Current Zoning Designation: GC
County Project Reference #: _____

Project Description

A Design Review for parking and access improvements, as well as the addition of 2 RV wash bays and a dog wash bay.

Applicant:

Name: Charles & Janice Kriss, Trustees Kriss Family Trust
Address: 1740 Westwood Drive Minden, Nevada 89423
Telephone Number: (949) 500-1523 Fax Number: (949) 500-1012

Owner:

Name: Same as Above
Address: _____
Telephone Number: () _____ Fax Number: () _____

Engineer:

Name: Stephanie A. Hicks, AICP, CFM R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Avenue, Minden, Nevada 89423
Telephone Number: (775) 215-5010 Fax Number: (775) 782-7084

*Grand Prix
pd \$ 75 -
OK #1163*

By signing this application, the applicant agrees to reimburse the Town of Gardnerville for all expenses reasonably incurred by the town in the process of reviewing the application, including, but not limited to, engineering and legal expenses. A \$75 deposit is included with this application.

Applicant or Applicant's Representative:

Stephanie A. Hicks, AICP, CFM
Printed Name

Stephanie A. Hicks
Signature

8/12/2014
Date

{When projects are located or proposed to be located within the Town of Gardnerville, Douglas County requires review and comment by the Town Board before making a final decision on the project. The Town of Gardnerville makes recommendations to Douglas County on all development to be located within the township boundaries. Douglas County will not render a decision until a letter of recommendation has been submitted by the Town.}

(Application and all materials related to the project review need to be submitted to the Town office by the Friday two weeks before the Board meeting.)

5 Comm. Development



DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 ESERALDA AVENUE
POST OFFICE BOX 218
MINDEN, NEVADA 89423
TEL (775) 782-6217
FAX (775) 782-9007
www.douglascountynv.gov

RECEIVED
AUG 07 2014

DEVELOPMENT
APPLICATION

BY:

INSTRUCTIONS TO APPLICANT

The following application form is provided for persons who propose to submit a Development Application with Douglas County. As an applicant, you must complete this form and incorporate all requested information, as prescribed by the application submittal requirements, before the application is accepted for processing by the Community Development Department.

FOR STAFF USE ONLY
DA 14-054 (OR)
File Number: LRAD
City: MINDEN
Date: NV Zip: 89423
Received By: 3 GRAND PRIX 2 000 00 513 FLANNI
Town: Check PAID \$2090.00
Master Plan Land Use: a good day !!!
Regional/Community Plan:
Current Zoning:
Overlay Zoning:
Floodplain Zone:
FIRM # & Date:
Wellhead Protection Area (s):
Case Planner:

A. Application for (check all applicable):

- Abandonment
Annexation
[X] Design Review, Major
Design Review, Minor
Design Review, Accessory Dwelling Unit
Agreement (Development/Reim./Affordable Housing)
Master Plan Map Amendment
Master Plan Text Amendment
[X] Special Use Permit
Variance, Major
Variance, Minor
Zoning Map Amendment
Zoning Text Amendment
Modifications to Existing Development Approvals:
Modification, Major
Modification, Minor

B. Project Location

Street Address (if available): 1295 N Hwy 395 & 1301 Stodick Parkway, Gardnerville
Assessor's Parcel Number(s): 1220-03-310-001 & 1220-03-301-001
Approximately 0 Feet North or South of U.S. Highway 395
Approximately 0 Feet East or West of Stodick Parkway

C. Project Description

The applicant is requesting: A special Use Permit and Design Review for parking and access improvements, as well as the addition of 2 RV wash bays and a dog wash bay.

List any previous applications that have been filed for this site:

12-4

APPLICANT:

Contact Name: Charles & Janice Kriss, Trustees Company: Kriss Family Trust
Address: 1740 Westwood Drive City/State/Zip: Minden, Nevada 89423
Telephone No: (949) 500-1523 Fax No: (949) 500-1012
E-mail Address: Janchuck50@aol.com

OWNER:

Contact Name: Same as above Company: _____
Address: _____ City/State/Zip: _____
Telephone No: () _____ Fax No: () _____
E-mail Address: _____

ENGINEER/REPRESENTATIVE:

Contact Name: Stephanie A. Hicks, AICP, CFM Company: R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Avenue City/State/Zip: Minden, Nevada 89423
Telephone No: (775) 215-5042 Fax No: (775) 782-7084
E-mail Address: shicks@roanderson.com

LETTER OF AUTHORIZATION

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application.

I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of Nevada that the information contained in this application is true and correct.

OWNER(s) of RECORD: (Include extra sheets if necessary)

Charles Kriss _____ *Charles Kriss* _____ 8-3-14
Printed Name Signature Date
Janice Kriss _____ *Janice M. Kriss* _____
Printed Name Signature Date

Note: For permits requiring a public hearing, this application must include the names of all owners and, if a corporation, all stockholders and officers (Douglas County Code 20.04.010).

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the Nevada Revised Statutes and Douglas County Code, have been drawn to a standard engineering scale (e.g., 1"=10', 1"=20', 1"=30') that is appropriate to the project size, and clearly define and identify all of the required information.

APPLICANT/APPLICANT'S REPRESENTATIVE:

Stephanie A. Hicks, AICP, CFM _____ *Stephanie A Hicks* _____
Printed Name Signature Date

12-5

5 Comm. Development



DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 ESMERALDA AVENUE
POST OFFICE BOX 218
MINDEN, NEVADA 89423
TEL (775) 782-6217
FAX (775) 782-9007
www.douglascountynv.gov

RECEIVED
AUG 07 2014

BY: **DEVELOPMENT APPLICATION**

INSTRUCTIONS TO APPLICANT

The following application form is provided for persons who propose to submit a **Development Application** with Douglas County. As an applicant, you must complete this form and incorporate all requested information, as prescribed by the application submittal requirements, before the application is accepted for processing by the Community Development Department.

FOR STAFF USE ONLY

DA 14-054 (OR)

Name: GRAND PRIX CAR WASH
Address: 1240 MESSING RD
City: HINDEN
Date: NV Zip: 89423
Date: 8/5/14

File Number: _____ Receipt Number: _____

Received By: 3 GRAND PRIX 2 500.00 513 PLANNING
1 ITEM(S): TOTAL: \$2090.00

Town: Check PAID \$2090.00

Master Plan Land Use: a good day !!!

Regional/Community Plan: _____

Current Zoning: _____

Overlay Zoning: _____

Floodplain Zone: _____

FIRM # & Date: _____

Wellhead Protection Area (s): _____

Case Planner: _____

A. Application for (check all applicable):

- | | |
|---|---|
| <input type="checkbox"/> Abandonment | <input type="checkbox"/> Variance, Major |
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Variance, Minor |
| <input checked="" type="checkbox"/> Design Review, Major | <input type="checkbox"/> Zoning Map Amendment |
| <input type="checkbox"/> Design Review, Minor | <input type="checkbox"/> Zoning Text Amendment |
| <input type="checkbox"/> Design Review, Accessory Dwelling Unit | Modifications to Existing Development Approvals: |
| <input type="checkbox"/> Agreement (Development/Reim./Affordable Housing) | <input type="checkbox"/> Modification, Major |
| <input type="checkbox"/> Master Plan Map Amendment | <input type="checkbox"/> Modification, Minor |
| <input type="checkbox"/> Master Plan Text Amendment | |
| <input checked="" type="checkbox"/> Special Use Permit | |

B. Project Location

Street Address (if available): 1295 N Hwy 395 & 1301 Stodick Parkway, Gardnerville

Assessor's Parcel Number(s): 1220-03-310-001 & 1220-03-301-001

Approximately 0 Feet North or South of U.S. Highway 395
(Circle one) (Street Name)

Approximately 0 Feet East or West of Stodick Parkway
(Circle one) (Street Name)

C. Project Description

The applicant is requesting: A special Use Permit and Design Review for parking and access improvements, as well as the addition of 2 RV wash bays and a dog wash bay.

List any previous applications that have been filed for this site: _____

12-60

APPLICANT:

Contact Name: Charles & Janice Kriss, Trustees Company: Kriss Family Trust
Address: 1740 Westwood Drive City/State/Zip: Minden, Nevada 89423
Telephone No: (949) 500-1523 Fax No: (949) 500-1012
E-mail Address: Janchuck50@aol.com

OWNER:

Contact Name: Same as above Company:
Address: City/State/Zip:
Telephone No: () Fax No: ()
E-mail Address:

ENGINEER/REPRESENTATIVE:

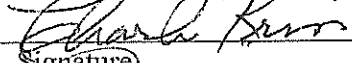
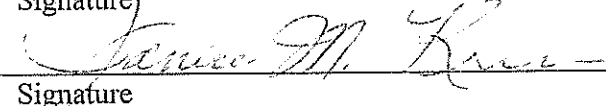
Contact Name: Stephanie A. Hicks, AICP, CFM Company: R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Avenue City/State/Zip: Minden, Nevada 89423
Telephone No: (775) 215-5042 Fax No: (775) 782-7084
E-mail Address: shicks@roanderson.com

LETTER OF AUTHORIZATION

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application.

I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of Nevada that the information contained in this application is true and correct.

OWNER(s) of RECORD: (Include extra sheets if necessary)

Charles Kriss		8-3-14
Printed Name	Signature	Date
Janice Kriss		
Printed Name	Signature	Date

Note: For permits requiring a public hearing, this application must include the names of all owners and, if a corporation, all stockholders and officers (Douglas County Code 20.04.010).

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the Nevada Revised Statutes and Douglas County Code, have been drawn to a standard engineering scale (e.g., 1"=10', 1"=20', 1"=30') that is appropriate to the project size, and clearly define and identify all of the required information.

APPLICANT/APPLICANT'S REPRESENTATIVE:

Stephanie A. Hicks, AICP, CFM
Printed Name Signature Date

12-7

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on an annexation request by the Gardnerville Town Water Company for a parcel of land located at 1589 Virginia Ranch Road, APN 1220-10-501-002; with public comment prior to Board action.
2. **Recommended Motion:** Motion to approve the annexation request by the Gardnerville Town Water Company for a parcel of land located at 1589 Virginia Ranch Road, APN 1220-10-501-002.
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 20 minutes

5. **Agenda:** Consent Administrative

Background Information: In reviewing the annexation map, at the time Gardnerville Water installed the water tanks, the parcel was never annexed into the town service boundary. An improvement plan submitted by the water company started the conversations and there is a need to clearly define the town boundary on this extension of Virginia Ranch Road into the Curtis and Sons property. The proposal is to extend the newly constructed road over the Virginia ditch, and the town boundary currently extends across the road at an angle making the clear line of maintenance responsibility difficult to identify in the field. We have asked that if any development project comes into the town to review that the existing sidewalk that currently ends at the fence of the water company yard be required to extend the existing sidewalk into the proposed development. But at this time we do not want to promote pedestrian traffic to go over the ditch into the privately held property.

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

7. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

DOUGLAS COUNTY, NEVADA
 Assessor's Parcels
 Douglas County Assessor

Map Legend

- Parcel Boundary
- Subdivision Boundary
- Easements - See Recorded Documents
- Town Boundary
- Township/Range/Section
- Open Space/Conservation Easements

001 Parcel Number
110 Parcel Sub/Seq Number
 1.0 Ac Parcel Acreage
 B L K A Parcel Block Number
 1 Parcel Lot Number
 1100 Parcel Address

T 12 N R 20 E

SEC. 10

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36

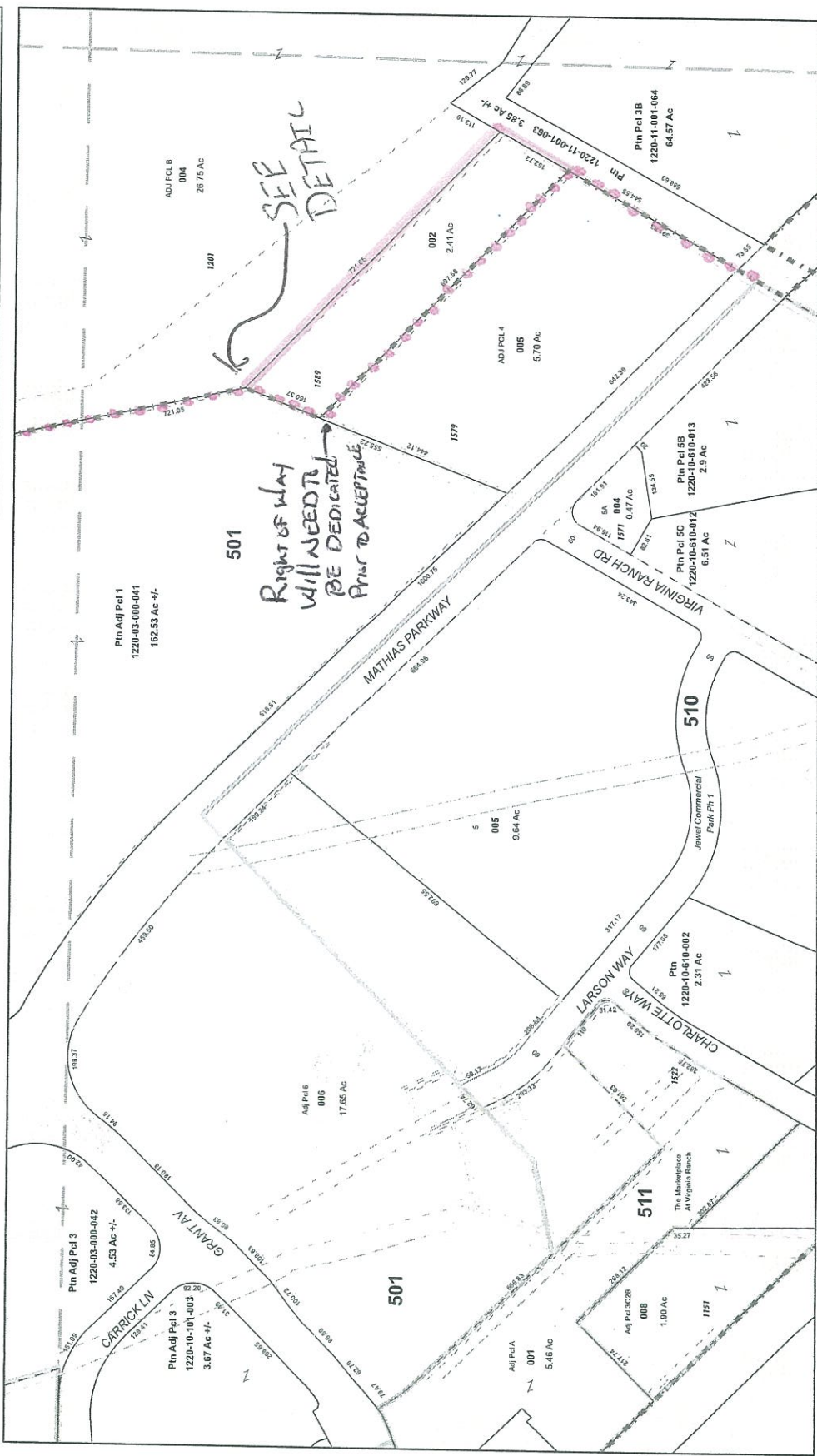
N 1/2 NE 1/4

1	5
2	6
3	7
4	8

1220-10-5

SCALE: 1" = 200'
 REVSD: 1/14/2014

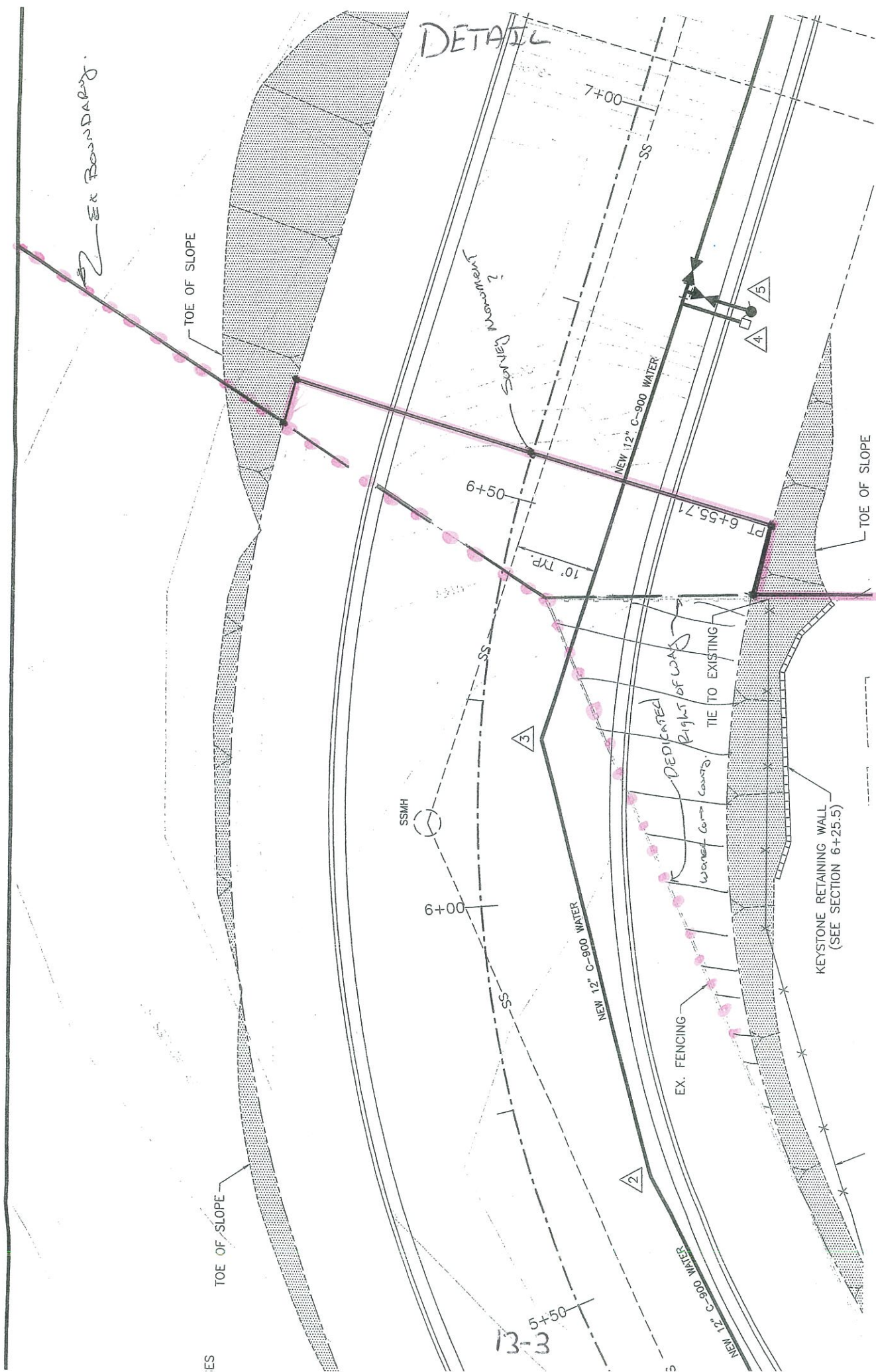
DOUGLAS COUNTY GIS



LEGEND:
 EXISTING TOWN BOUNDARY
 NEW TOWN BOUNDARY

NOTE: This map is prepared for the use of the Douglas County Assessor, for assessment and illustrative purposes only. It does not represent survey of the premises. No liability is assumed as to the sufficiency or accuracy of the data delineated hereon.

DETAIL



LEGEND:
 EXISTING TOWN BOUNDARY
 NEW TOWN BOUNDARY

EX BOUNDARY

TOE OF SLOPE

TOE OF SLOPE

TOE OF SLOPE

REVISIONS

NEW 12" C-900 WATER

NEW 12" C-900 WATER

NEW 12" C-900 WATER

SSMH

DEDICATED RIGHT OF WAY
 WORK COMP. COUNTS
 TIE TO EXISTING

KEYSTONE RETAINING WALL
 (SEE SECTION 6+25.5)

EX. FENCING

13-3

7+00

6+50

6+00

5+50

PT 6+55.71

10' TRP.

3

2

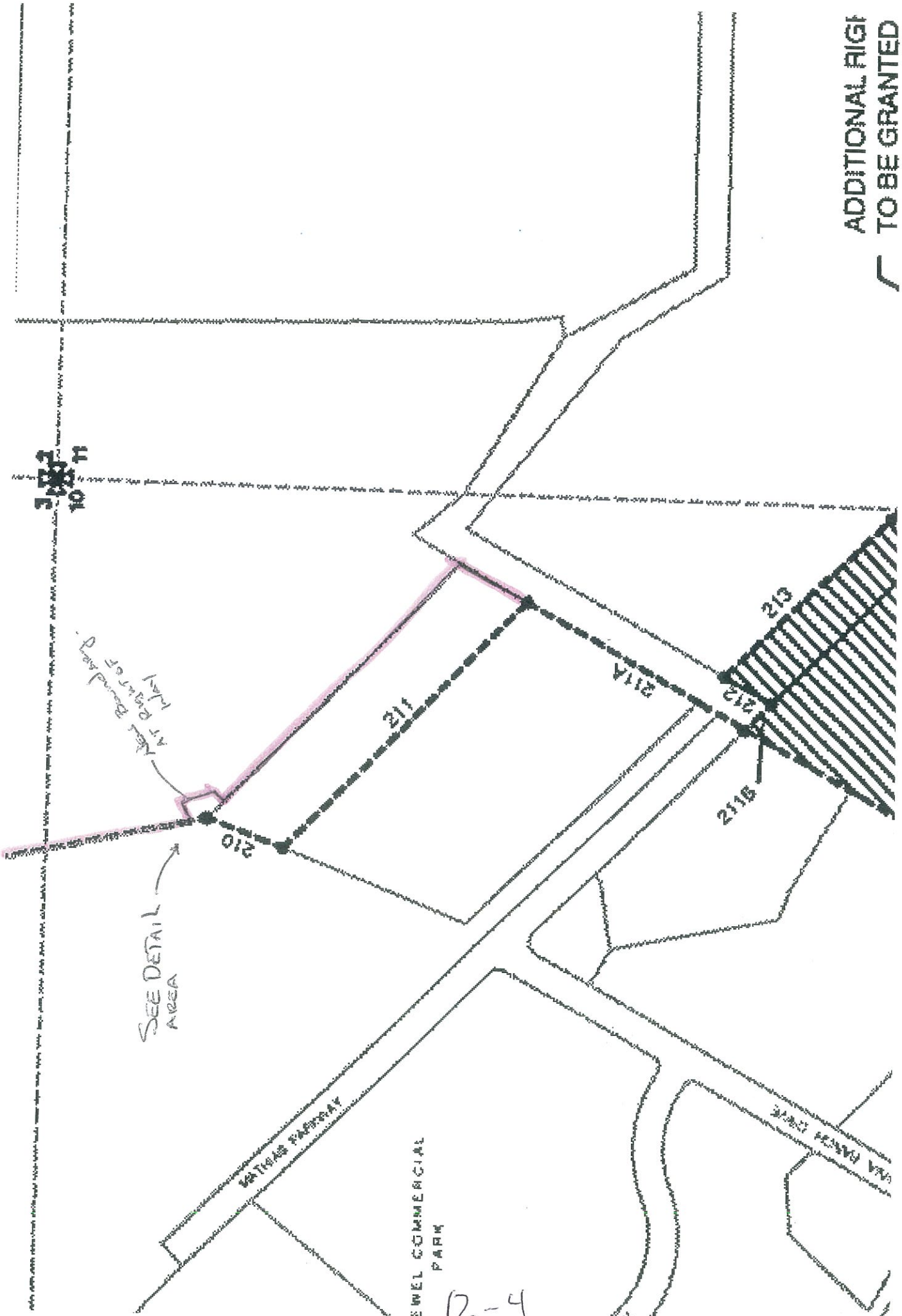
4

5

ES

S

ADDITIONAL RIGHT
TO BE GRANTED



10
11

Next Board Area
AT PART OF

SEE DETAIL
AREA

WATERS PASEWAY

EWEL COMMERCIAL
PARK

SVA RANCH DRIVE

13-4



SEP 25 2014

TOWN OF GARDNERVILLE
APPLICATION FOR ANNEXATION

When Complete, Return to:
Town of Gardnerville
1407 Hwy 395
Gardnerville, NV 89410

Legal Owner: Gardnerville Town Water Company

Mailing Address: 1579 Virginia Ranch Rd Phone 775-782-2339
Gardnerville, NV 89410

Surveyor/Engineer Resource Concepts Inc.

Mailing Address: 340 N. Minnesota St., Carson City, NV Phone: 775-883-1600

Agent (if applicable): Mark Gonzales

Mailing Address: 1579 Virginia Ranch Rd, Gardnerville, NV Phone: 775-782-2339

Assessor's Parcel Number: 1220-10-501-002

I, the undersigned owner (or authorized agent with letter of approval from the property owner) of the property described on the attached map, hereby petition the Town of Gardnerville for annexation.

Signature: Mark Gonzales

County of Douglas
State of Nevada

Subscribed and sworn before me this 25th day of September, 2014.

Kristi Bennett
Notary Public

Application must include the following:

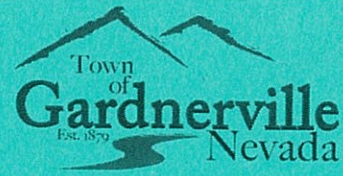
- 1. Two copies of proposed annexation map
2. \$300 deposit pd w/mcard 9-25-14
3. Preliminary Title Report

13-5



Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to approve, approve with conditions or deny a town event application requested by Carson Valley 20-30 Club #85, date and time to be determined and fundraising status to be determined; with public comment prior to Board action.

2. **Recommended Motion:** Based on Board discussion.
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 20 minutes

5. **Agenda:** Consent Administrative

Background Information: See application.

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

7. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Reservation Form and Release of Liability and Indemnification Agreement

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

1407 Highway 395

Gardnerville, Nevada 89410

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

Date of Application: 09/18/14

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

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

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

Requesting use of Heritage Park? Yes No

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

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

Gazebo & Grass area around the Gazebo.

Name of Applicant Organization or Business: Active 20-30 Club #85 Corporation: Yes No
(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: Robbie Boulais Supervisor of Activity: Robbie Boulais

Home Telephone #: 209-256-1290 Business Telephone #: 775-783-5110 Fax #: 783-5111
(If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: Active 2030 Club, P.O. BOX 2030, Gardnerville NV 89410
(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: 1022 Aspen Grove Circle, Minden NV 89423

Type of Activity Town Park will be used for: Fundraiser Event

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

Band or amplified music? Yes No

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

Date to be determined

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

Date(s) Requested (include setup and tear down time): 09/23/14/ or 09/30/14

Event hours: 5pm - 10pm

Describe proposed event, concessions, fund-raisers, etc.: Event will be held 5pm - 10pm, allowing for one hour clean up & one hour set up. Set to sell beer to raise money for local charity & have music to enjoy - unamplified.

Town services, if any, required: N/A

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

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

If Yes, specify quantity, dimensions, etc.: One Tent for the beer booth. Maybe one 10x10 for shade
(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 30 to 50 people hopefully

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

Event Insurance Carrier & Telephone #: Warren Reed Insurance 775-882-3624

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

Event Security Plan: N/A

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

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

Event Clean-up/Sanitation/Garbage Plan: Setting aside one hour to pick up & clean up any and all trash.

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

Fire/Emergency Medical Services Plan: N/A

(Submit East Fork Fire Protection District authorization and approval)

Event Parking Area: Street Parking
(Heritage Park Parking MUST remain open for visitors at all times)

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

WAIVER OF LIABILITY

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

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

Signature(s) of Authorized Representative(s) of Applicant: Dillon Banks Date: 09/18/14

_____ Date: _____

_____ Date: _____

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

Printed Name(s) of Authorized Representative(s) of Applicant above: Dillon Banks

(Town Office Use Only)

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

A copy of the approved application MUST be at the event

14-4

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on Resolution 2014R-02, the 1st of two public hearings to approve a proposed trash rate increase; with public comment prior to Board action.
2. **Recommended Motion:** Approve Resolution 2014R-02 and proceed with the second hearing for the proposed trash rate increase.
Funds Available: Yes N/A
3. **Department:** Administration

Prepared by: Tom Dallaire
4. **Meeting Date:** October 7, 2014 **Time Requested:** 10 minutes
5. **Agenda:** Consent Administrative
6. **Background Information:** See attached Resolution 2014R-02
7. **Other Agency Review of Action:** Douglas County N/A
8. **Board Action:**
 Approved Approved with Modifications
 Denied Continued

RESOLUTION 14-02

A RESOLUTION OF THE GARDNERVILLE TOWN BOARD MODIFYING AND INCREASING RATES FOR GARBAGE AND REFUSE SERVICE FOR CUSTOMERS OF THE TOWN OF GARDNERVILLE HEALTH AND SANITATION DEPARTMENT.

WHEREAS, at the regular meetings of the Town Board of Gardnerville held on 7 October 2014 and 4 November 2014, the Town Board considered the Town Manager's Report regarding the proposed increase in residential, office residential, second can, minimum user and commercial 1-1/2 yard and 2 yard bin rates for garbage and refuse service provided by the Town of Gardnerville Health and Sanitation Department;

WHEREAS, the Town of Gardnerville operates the Health and Sanitation Department garbage and refuse pick-up service on a non-profit basis, imposing only those fees which are required to meet the operating and equipment replacement costs of the Health and Sanitation Department; and

WHEREAS, the Town Manager has prepared a report on the Town's existing health and sanitation rate structure and billing practices, which report contains the Manager's recommendations for streamlining the provision of the Town's health and sanitation service, an analysis of the existing expenses of the health and sanitation department compared to the existing rates currently charged by the Town for its garbage and refuse collection, and a comparison of the rates currently charged by the Town of Gardnerville Health and Sanitation Department with the rates charged by other entities or business providing the same service

within Douglas County. The report further indicates that the health and sanitation department capital reserve requirements were not being met by the existing rates being charged. The Manager's report provided five options to the Board for consideration of an increase in the garbage and refuse collection rates, with all of the options to increase rates charged by the Town. Each option, were it adopted by the Board, would still result in the Gardnerville Health and Sanitation Department rates being less than those charged by other garbage and refuse collection entities; and

WHEREAS, the Town Board has been advised, and now finds, that the existing residential, minimum user, office residential, residential second can service, commercial 1-1/2 yard and 2 yard bins, commercial dumpster rental and mandatory one time per month commercial pickup rates charged by the Gardnerville Health and Sanitation Department for garbage and refuse service are insufficient to meet the operating costs and capital reserve requirements of the Gardnerville Health and Sanitation Department; and

WHEREAS, the Town Board authorizes the Town Manager to publish notice of the proposed increase in collection rates for garbage and refuse service, and to publish notice of the two (2) public hearings to be conducted at the Town Board's October 2014 and November 2014 regular business meetings in accordance with NRS 241 and Chapter 18.06 Douglas County Code ("DCC"). The public notice for the October and November 2014 hearings will be

published in the Record Courier, a newspaper of general circulation within the Town of Gardnerville, and within Douglas County, Nevada, prior to the November, 2014 meeting in other than the classified section of the newspaper. The notice will specify the increased fees and rates and the effective date of this resolution. Further, public notice of the dates, times and places of the public meetings to be held to consider the proposed increases in sanitary landfill fees will be mailed to each customer of the Gardnerville Health and Sanitation Department; and

WHEREAS, when the notices described in the previous recital are completed, the Board will determine that such notices constitute legal and public notice of the hearings at which the proposed rates would be considered and adopted. Such notices constitute compliance with DCC 18.06.100(c)(1), which requires that, prior to any new rate, toll or charge becoming effective, the Town shall conduct public hearings for two consecutive months scheduled during the regular Town Board meetings. The Board further finds that the notices set forth within the recitals to this resolution comply with DCC 18.06.100(c)(1) which require that the rates proposed shall be published and be available for public dissemination on request.

NOW, THEREFORE, BE IT RESOLVED AS SET FORTH HEREIN:

1. That the Town Board of Gardnerville has determined at its public meetings held at the regular Town Board meetings of October and November of 2014 that a resolution changing the collection rates for customers of the Gardnerville Health and

Sanitation Department is required, and the Board hereby adopts this resolution, effective as set forth below, incorporating the proposed, and now approved, collection rates identified in Exhibit "A" to this resolution.

2. The Board finds and determines that the existing revenues paid by the health and sanitation customers will be insufficient to meet projected capital reserve requirements and equipment replacement costs of the Gardnerville Health and Sanitation Department.

3. The Board finds and determines that due and proper notice will be given to the public at large through the posting of notices of public hearings, the publication of notices of hearings to be conducted in October and November of 2014 in the Record Courier, a newspaper of general circulation within the Town of Gardnerville and within Douglas County, Nevada, and by the mailing of notice to all subscribers of garbage and refuse service within the Town of Gardnerville. The Board finds and determines that the dates, times and places of the hearings at which this resolution will be discussed, and later adopted, have been adequately noticed in accordance with the NRS and DCC.

4. The Board finds that the residential and commercial customer rates currently in effect within the Town of Gardnerville must be raised to those fees reflected within this resolution. The Board further finds and determines that the non-profit status of the Town of Gardnerville Health and Sanitation Department requires the increase in residential and commercial rates from

those in effect now to those that are set forth in Exhibit "A". The Town of Gardnerville is obligated to implement and impose the rates, tolls and charges contained herein in order to provide for and permit continued garbage and refuse collection for the residents of the Town of Gardnerville by the Gardnerville Health and Sanitation Department.

5. Based upon the reports of the Town Manager, wherein recommendations were made to the Town Board for new commercial and residential rates reflecting the actual costs of garbage and refuse service as of 1 January 2015, the Town Board of Gardnerville determines that the rates proposed be adopted as the rates for the provision of commercial and residential garbage service by the Town of Gardnerville. All prior reports of the Town Manager submitted to the Board at its General Business Meetings are incorporated herein as if set forth in full.

6. NEW COMMERCIAL AND RESIDENTIAL RATES ADOPTED.

The new commercial and residential rates adopted are set forth in Exhibit "A" to this Resolution and incorporated herein as if set forth in full.

7. The Board finds that the purposed rates shall be effective 1 January 2015. The Board further finds that the Health and Sanitation Department's capital reserve and replacement revenue requirements and depreciation shortfall have mandated the increased rates set forth within this resolution.

8. The Board finds and determines that all rates ratified

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and adopted herein satisfy the obligation of the Town of Gardnerville to provide and pay for garbage and refuse service to the residents of the Town of Gardnerville. The Board further finds and determines that with the factors which are known today, the proposed revenues for the Gardnerville Health and Sanitation Department will meet the existing needs of the department.

9. The Board finds and determines that all interested parties choosing to do so have submitted data, views or arguments in writing either prior to or at the public hearings. The Board further finds that all interested parties desiring to do so have submitted data, views or arguments orally at the hearings.

10. Within thirty (30) days following the effective date of this resolution, any person who has protested it may commence an action in any court of competent jurisdiction to set aside this

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resolution adopted by the Town Board.

ADOPTED: This ____ day of November, 2014, by the following
vote:

AYES:

NAYS:

ABSENT: _____

ATTEST:

TOM DALLAIRE, TOWN MANAGER
TOWN OF GARDNERVILLE

LINDA SLATER, CHAIRMAN
GARDNERVILLE TOWN BOARD

APPROVED AS TO FORM AND CONTENT:

MICHAEL SMILEY ROWE, ESQ.
ROWE HALES YTURBIDE, LLP
TOWN COUNSEL

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EXHIBIT “A”

**Town of Gardnerville
 Notice of Public Hearing
 Proposed Trash Rate
 Adjustment**

The Gardnerville Town Board will hold a public hearing on September 2, 2014 in the Gardnerville Town offices, 1407 Highway 395, at 4:30 p.m. to review and consider an increase in trash service rates. Questions or comments may be sent to the Town offices at 1407 Highway 395, Gardnerville, NV 89410 or by calling 775-782-7134. Last rate adjustment was approved in November 2010.

Tom Dallaire
 Town Manager

Proposed Rate Adjustments (services not listed are not affected)

Residential Service	Current Monthly Rate	Proposed Monthly Rate	Monthly Increase	(% Change)
	\$18.37	\$19.33	\$0.97	(5.27 %)
Office/Residential				
90 gal can/each	\$18.55	\$19.53	\$0.98	(5.27%)
2 nd can service	\$ 0.00	\$ 5.00	\$5.00	(New fee)
Minimum User:	This service will be discontinued No longer offered. Existing customers will be phased out of service			
Commercial Service	Current	Proposed		
2 yd bin	Per pickup \$22.40	Per pickup \$23.00	\$0.60	(2.67%)
1½ yd bin	\$16.58	\$17.25	\$0.67	(4.04%)
2 yd bin rental	\$17.00	\$22.40	Discontinued–Replaced with Minimum one (1) pick up per month \$5.40/ month (31.76%) for those 15 business not getting picked up once per month. (56.85% reduction for those who pay for one pick up a month)	



BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.080 to address the impact of a Resolution increasing trash rates charged by the Health and Sanitation Department effective January 1, 2015. Prepared by Tom Dallaire, Gardnerville Town Manager.

1. **Proposed Board Action:** Increase rates per the staff recommendation below:

		1-Jan-14	Jan 15
		5.27%	
		Quarterly	
Current Rates		Increase	New Rate
Residential, quarterly	\$55.10	\$3.60	\$58.00
Residential, minimum user, quarterly	\$15.00		Discontinue
Office Residential, each 90 or 95 gallon tote	\$55.65	\$3.64	\$58.60
Residential 2 nd can service	\$0	\$5.00/mo	\$15.00
		1-Jan-14	Jan 15
		2.67%	
		Monthly	
Current Rates		Increase	New Rate
Commercial, 2yd per pickup	\$22.40	\$0.60	\$23.00
Commercial dumpster rental	\$17.00	\$-17.00	Discontinue
Commercial, 1 ½ yd per pickup	\$16.58	\$0.67	\$17.25
Commercial, mandatory 1X/mo pickup	\$0 Not required	\$23.00	\$23.00

2. **The following constitutes a description of the manner in which comment was solicited from affected businesses and a summary of any responses from businesses received.**

The proposed rate increases have been sent to the Main Street Gardnerville program, the Carson Valley Chamber of Commerce, and to the general public through newspaper advertisements, included as an agenda item at the October Town Board meeting. Additionally per code a minimum of two public hearings (October 7 and November 4) will be agenda items for the Gardnerville Town Board with proper notice and advertisement in order to provide ample opportunities for public comment on the proposed increase,

_____ Objections to the increase in fees have been received to date. A copy of this Business Impact Statement is available at the Gardnerville Town Offices, 1407 Highway 395 North, Gardnerville, Nevada 89410.

3. **The estimated economic effect of the proposed rule on businesses including, without limitation, both adverse and beneficial effects, and both direct and indirect effects:**

- a. **Adverse effects-**The proposed rate increases include a 5.27% increase for residential, and 5.28% office residential rates with an additional tote fee of \$5.00 per month for all customers with an extra 90 or 95 gallon tote will be will be effective, January 1, 2015.

Proposed commercial rate increases include a 2.67% increase for commercial 2yd bins and a 4.04% increase for commercial 1½ yd bins will be effective January 1, 2015

- b. **Beneficial effects**-The proposed commercial rate increases include a mandatory single dump pick up for all dumpsters served by the town. This will increase the health and safety of town staff by not having to dump a bin once a year. We are eliminating the bin rental fee so the town will maintain all dumpsters the town serves increasing the safety of the town staff. The change in picking up all dumpsters on the route will allow the town to provide a more uniform and consistent service to our customers. Additionally the change in service streamlines office and field staff times to create a more efficient operation. The budget shows a \$40,201 shortfall in the capital reserves. This increase in the town rates will eliminate this projected shortfall.
- c. **Direct effects**-The approval of the resolution will increase residential service fees. The additional revenue will go directly to and provide for the necessary replacement revenue requirements for the Health and Sanitation Department. The proposed rate increases include a one time 5.27% increase for residential, and 5.28% increase to office residential customers, and 2.67% increase for commercial customers, while eliminating the bin rental fee to the town customers are being proposed to the board to be effective January 1, 2015. The additional revenue will support Health and Sanitation Department capital reserve requirements (\$18,413).
- d. **Indirect effects**-The increase in rates is sure to have indirect effects on homeowners within the town boundary. The increase is \$0.97 per month, however the indirect effects cannot be quantified at this time. The services provided to the residents are weekly tote pickup, extra bin for an additional \$5.00 per month.

4. **Will the action:**

- a. Impose a direct and significant burden upon a business? **No**
 - i. **Explanation-Fees are used to directly offset the cost of providing the service to all town customers. Town rates are similar or less than other providers of similar services in the immediate area.**
- b. Directly restrict the formation, operation, or expansion of any business? **No**
 - i. **Explanation-Fees are used to directly offset the cost of providing the service. This increase ensures the refuse equipment can be replaced on time as previously budgeted.**

5. **The following constitutes a description of the methods that the governing body of the local government considered to reduce the impact of the proposed rate increase on businesses and a statement regarding whether any, and if so which of these methods were used:**

The Town of Gardnerville operates the Health and Sanitation Department as a prescribed service under Douglas County Code 18.06. By code, both commercial and residential trash collection is mandatory within the towns in Douglas County. For the Fiscal Year 2014-2015 budget, town staff has deferred a planned purchase of a replacement trash collection vehicle, will continue to dispose of as much as possible of the collected solid waste at the lowest charging authorized facility, and will continue suspending the no-cost "green waste pick-up" from residential customers from January 1st through mid-March. Historical data showed the route usually only produces around 5 tons of debris. The town is also looking at other changes to routes to assist in reducing the cost of providing this service. The bin rental fee was removed while a mandatory monthly dumpster pick up will now be required. This will affect 15 specific customers of the town. While the bin rental fee is removed the majority of those 15 customers own their own bin. Once their bin fails or breaks, the town will replace the bin free of charge saving the business the bin replacement costs. Town rates, even with this increase, will remain at or below fees for similar services charged by other collection providers in the adjacent communities.

6. **The governing body estimates that the annual cost to the local government for enforcement of the proposed increase is:**

There should be no increase in costs, as the Town already has the billing system in operation and staff deals with rates and customer charges virtually every business day.

7. **The proposed resolution increases the existing rates and fees and the total additional amount expected to be collected is:**

Annual total of additional revenue is expected to be approximately \$18,413.

The additional revenue will go directly to and provide for the necessary revenue requirements to cover the replacement of equipment used in the Health and Sanitation Department.

8. **The proposed resolution includes provisions which duplicate or are more stringent than federal, state, or local standards regulating the same activity. The following explains why such duplicative or more stringent provisions are necessary:**

There are none. The rate and fee increases are not duplicative or more stringent than existing federal, state, or local standards.

Jim Park
1510 Hussman Avenue
Gardnerville, NV 89410
September 30, 2014

Tom Dallaire
Town of Gardnerville
1407 Highway 395
Gardnerville, NV 89410

Subject: Proposed Health and Sanitation Department Fee Increase

Dear Tom: TOM,

I want to share with you a few thoughts I have on the proposed rate increases for trash collection and disposal fees. I have exceptions to the staff reports and analysis been that have provided for review.

- After reviewing the “611 cost study” spreadsheet the following comments are for your consideration:
 - It appears that the 2014 customer base, the 2010 “dumpster tips”, and 2012 waste tonnage values were integral to your analysis for generation of an estimated rate increase, and “co-mingled” to arrive at an estimated need for increase. My concerns with this are straight forward—using tonnage numbers from one singular year, customer base numbers from a different year, and usage of the number of tips from yet another. The analysis had no supporting statement of assumptions relating to data used in its formulation. I find it problematic that important parameters for analysis of a proposed increase would be derived from various years and intermingled without explanation of assumptions and data utilized.
 - Commercial collection labor rates are typically higher than residential collection labor rates. Commercial routes typically require 2 persons per truck per route, while residential collection typically requires 1 person per truck per route. This cost driver was erroneously excluded from your analysis’ “bottom line” numbers which should account for costs/revenues segregated by customer base (e.g. commercial costs/revenues drive commercial costs; residential costs/revenues drive residential rates).
 - The residential customer base of 1694 customers in 2013 appears to have generated 1445 tons of household waste, not including the greenwaste tonnage, or approximately 1706 pounds per customer annually. The commercial customer base of 214 appears to have generated 2037 tons of waste in the same period; or roughly 19,037 pounds per customer annually. The data suggests that a much smaller percentage of the revenue generating population is generating a significantly larger percentage of the overall landfill amount (e.g. residential 1706 pounds/year per customer and commercial 19,037 pounds/year per customer). The supplied data ratifies that commercial collection requires additional labor, G&A, and other associated costs compared to residential

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collection. Your analysis attempts to co-mingle each type of generator and arrive at a "per ton" cost allocated equally to both commercial and residential bases is problematic.

- Residential collection service proposed rate increase includes greenwaste tonnage co-mingled with commercial and "regular" residential tonnages. Based on the numbers you provided, residential greenwaste diversion for FY 2013 accounted for roughly 8.3% of overall collected tonnage, which would roughly equate to approximately 365.44 tons (based on "Landfill Tonnage Log" spreadsheet you provided). Residential customers are responsible for *saving* their respective customer base *more than* \$21,195.00/year in tipping fees (assuming all greenwaste would otherwise be tipped at Ormsby landfill). Your analysis does not recognize this savings directly resulting from residential customers but allocates the savings across both commercial and residential bases.
- "Commercial Dumpster Tips"-the analysis assumes the number of tips will decline from 22,476 to 22,000 between 2014/2015 and 2016, with a corresponding reduction in revenues from the commercial base. Does not the Town base "per tip" billing on a bin being full and account for ½ empty bins dumped twice to total up to "one tip"?
- What is the basis for the estimated increase from 23,000 tips in 2015 to 24,000 tips in 2016? There is no corresponding increase in the number of commercial customers for these years, and the "Tonnage summary" tab commercial numbers show flat or declining tonnage volumes between Jul-11 and Jul-13.
- Depreciation-this has always seemed to be problematic, given that typically depreciation allowance follows several generally accepted computational methods. For example, "straight line depreciation" takes the asset purchase price less salvage value and divides the sum over the expected useful life of the asset. The rate study provided, however, takes the asset *future* replacement cost without salvage value deduct and allocates an annual associated expense as a cost driver. Without explanation under listed "assumptions" this is troubling, given that the majority of rate payers are prohibited by IRS regulation for assigning annual depreciation amounts in this manner. Future needed revenue increases should account for the increased cost of asset replacement in follow-on years. The issue being the study shows future rate increases at a defined percentage while the replacement cost(s) for assets has already been inflated at year of initial asset purchase.
- "It takes extra time and more volume to dump the additional bin"-you've based the proposed increase analysis on overall tonnage with costs allocated by all customers combined to derive at a bottom line cost. An extra bin (90-gallon container) does take additional time to service, however the additional "volume" has already been accounted for by the entire customer base, hence how does one allocate a "true cost" to the extra tote service based on your analysis? I can agree with additional time however additional capacity impacts are not expressly distinguished.

September 28, 2014

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- “Just have one service fee. No more trash and landfill fee”. How can the Town justify increases to residential and commercial customer bases if true costs of providing the respective services are not available and allocated by differing customer bases? The customer may very well be indifferent or not have available time for a “line by line” review of costs being charged, and as such may only be interested in the “bottom line” trash bill amount. I have no exception with a “bottom line only” bill amount on the Town’s invoice. I do have valid concerns that, if the Town does not allocate costs and revenues accurately “behind the scenes”, it is nearly impossible to derive needed increases in rates broken out and allocated against those users generating the service impact.
- “Implement a GPS tracking system and camera”-the associated cost and benefit has not been substantiated. How many calls has the Town office received complaining of trash trucks exceeding the speed limit? Can’t this issue be mitigated through customer outreach in the semi-annual Town newsletter at minimal expense? You’ve also indicated that GPS would provide the Town to dispatch the closest truck to the address calling for additional service. With so few trucks assigned to routes and with a geographic area as small as the Town’s the outlay isn’t substantiated.

There has also been reference to the commercial bin monthly rental fee as “not an industry standard” and should be abolished. I take exception to this fee “not being an industry standard”, given that a simple Google search provides multiple returns for such a fee. This fee was implemented years ago to supply a revenue stream for the maintenance, purchase, and replacement of purchased 2-yard bins that the Town had previously not provided, as a service to the commercial base. Data supporting the elimination of this fee and the re-allocation of associated costs to the “per tip” commercial fee would be appreciated in its absence from the study provided.

I also feel compelled to share that having inside parking space for each trash truck is a luxury the Town’s ratepayers cannot afford. “Industry standards” would more than likely show that the majority of vehicles across the country are housed outdoors when not in a maintenance bay for service. Comments that the Town could substantiate a dedicated transfer truck service from Gardnerville to the nearest landfill in order to reduce overall future cost impacts are also unrealistic, in my opinion.

Please do let me know if I may provide any additional information and thank you for your consideration of these comments. I appreciate your sharing with me any errors I may have made in reviewing the information you’ve provided-I very well might have made interpretational or computational errors. I appreciate the quick response you showed in providing the additional information.

Respectfully,



Jim Park

COMMENT LOG - TRASH SERVICE CHANGES 1/1/15 \$5 X-CAN FEE---1 BIN EMPTY A MONTH---ETC.

	Barbara Smallwood	9/5/14 Tom talked w/her about \$5 x-trash can fee
1441	Edlesborough	9/5/14 Marie took request to remove x-trash can - he never used it anyway so doesn't want to pay x-fee
1372	Branden	9/5/14 Carol took request to remove x-trash can - tenant doesn't ever use it
1517	Lasso	9/8/14 Marie took request to remove x-trash can
1345	Toiyabe	9/8/14 Marie took request to remove x-trash can - it came with house, she never used it
1519	Circle	9/10/14 Marie took request to remove x-trash can - never uses it
1466	Cardiff	9/11/14 Marie talked w/her - she will order x-can removed before 1/1/15...never used it
1489	Cardiff	9/11/14 Marie took request from lady to remove x-trash can - they never use it
1433	N Marion Russell	9/11/14 Marie took request to remove x-trash can - they rarely use it
1326	Chichester	9/12/14 Carol took request, lady will have x-can removed before 1/15, doesn't want to pay x-fee
1302	Penn	9/12/14 Marie took request to remove x-trash can - she hasn't used it in a long time
1520	Wildrose	9/16/14 Marie took request to remove x-trash can-she hasn't used since extended family moved out
1486	Buckingham	9/18/14 Marie took request to remove x-trash can - she has 2 because 1 went missing but then showed up, she never needed 2
1309	White Ash	9/19/14 Marie took request to remove x-trash can - she never uses it anymore
1517	Circle	9/23/14 Marie took request to remove x-trash can, his tenant next door will keep 2nd can despite changing fees
1323	Granborough	9/30/14 Marie took request - we will remove x-trash can before 1/1/15...she'll use for remodel/house cleaning till then
1388	Kittyhawk	9/30/14 Marie took request - we will remove x-trash can, he doesn't need 2 any more
1360	Guiness	10/2/14 Carol took call - Dennis will drop off x-trash can at our yard
1374	Toiyabe	10/2/14 Marie took request to remove x-trash can from rental property on 10/8/14 - doesn't know if tenant uses, tenant isn't paying for trash
1364	Chichester	10/3/14 Marie took request to remove x-trash can - they only need 1 can, not enough trash generated for 2

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Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to award, reject or modify Bid 2014-21 for the 2014 Annual Street Sealing; with public comment prior to Board action.

2. **Recommended Motion:** (To be provided at meeting)
Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** October 7, 2014 **Time Requested:** 5 minutes

5. **Agenda:** Consent Administrative

Background Information: Bids are opening on October 3 at 2:00 p.m. The information was not available at the time board packets were put together. The information will be provided at the meeting.

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

7. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

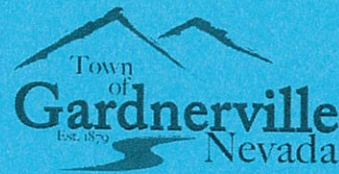
Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for August 2014.
2. **Recommended Motion:** N/A
Funds Available: Yes N/A
3. **Department:** Administration

Prepared by: Tom Dallaire
4. **Meeting Date:** October 7, 2014 **Time Requested:** 5 minutes
5. **Agenda:** Consent Administrative
6. **Background Information:** Presented at meeting.
7. **Other Agency Review of Action:** Douglas County N/A
8. **Board Action:**
 Approved Approved with Modifications
 Denied Continued

Gardnerville Town Board
AGENDA ACTION SHEET



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

2. Recommended Motion: None required.

Funds Available: Yes N/A

3. Department: Administration

4. Prepared by: Tom Dallaire

5. Meeting Date: October 7, 2014 Time Requested: 20 minutes

6. Agenda: Consent Administrative

Background Information: See attached report.

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

8. Board Action:

- Approved Approved with Modifications
 Denied Continued



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

Town Manager Monthly Report October 2014 Board Meeting

- A. The Ranch to Gardnerville** - Geoff and I walked the project to see the new sidewalk and curb to identify cracking issues prior to opening the development up to the builder. The work looks great. The snaffle bit trail to the open space is done. There still needs to have a bollard and rocks installed to keep people from driving back there. There should be starting the large wetland pond construction project soon. They are not allowed to utilize this trail for access. There is a lot of concrete being replaced in Phase I. The striping is done throughout the entire project. Signage is still missing, street lights are in.
- B. Gardnerville Station (former Eagle Gas):** We will contract with Major this week after board approval. This will allow them to start their work on the site exploration and soils testing to determine the extent of the contamination.
- C. ADA Transition Plan-** I have the report from Nathan. We still need GIS to determine the ranking of importance to each non-compliant issue identified in the field study. But we will have the data next week. I was not able to meet with Eric before my travels. I plan again meeting with Eric this next week.
- D. Meeting with NDOT on crosswalk** - We need to provide NDOT with the property and aprn numbers for each sidewalk modification for the proposed project. We are waiting on NDOT to get a contract to us with their proposed cost of the project. Acquiring right of way will slow the project down.
- E. Office Items:**
- A training for Seamless Docs will happen next week. Ordered pictures to be scanned from the museum for the community center. We will also get copies made to include in the town office. See the attached agreement
 - Attended the September 9 & 10th - CDBG summit. This was really helpful to determine programs offered to communities and getting to know others working to improve their communities. The state program is changing and we need to discuss some alternate projects partnering with Sharkeys. We did not anticipate the new census data This is mandatory for the participating agency.
 - September 12th – 18th ICMA conference in Charlotte, North Carolina. This is one of my goals for this year. Well I met the goal. I am working on creating a directory of the slide shows of everything I attended and more. It was really good to hear from others that they all have similar issues and was a good way to hear how they were able to work through the issue.
 - September 23-25th Nevada League of Cities Conference – North Las Vegas. I think this was a good conference. Many large ticket issues were presented. The economic development going on in Ely is something to model. The NACO conference will be held their next year and Paula and I have been asked to be on an economic panel about main street and share with the counties what we are doing in Gardnerville and would be a great plug for the leagues BDR they are helping us with.