



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

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

Tuesday, September 3, 2013

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

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

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

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

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

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

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

PLEDGE OF ALLEGIANCE- Linda Slater

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

August 6, 2013 Regular Board meeting, with public comment prior to Board action.

PUBLIC INTEREST COMMENTS (No Action)

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

CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. **For Possible Action: Correspondence**
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
3. **For Possible Action: Approve August 2013 claims**
4. **For Possible Action: Recommend approval of a Douglas County Outdoor Festival Entertainment Event application for Carson Valley Sertoma Oktoberfest, September 22, 2013 from 12:00 p.m. to 4:30 p.m.**



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

ADMINISTRATIVE AGENDA

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

5. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for August 2013. (approx 15 minutes)
6. **For Possible Action.** Discussion on approval of reclassification of the Engineering Technician position (pay grade 39) to a Civil Engineer I, and modify the 2013/2014 budget by decreasing the professional engineering account by \$2,400 which will be used to increase the salaries account to fund the upgraded position of Civil Engineer 1 (pay grade 48), with public comment prior to board action. (approx. 5 minutes)
7. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for August 2013. (approx 5 minutes)
8. **Not For Possible Action:** Discussion on the Town Manager/Engineer's Monthly Report of activities for August 2013. (approx 10 minutes)
 - a. **For Possible Action:** Discussion on minor design review for O'Reilly Auto Parts new signage and awning, with public comment prior to Board action.

Adjourn

September 7 – Eagle Gas Station Workshop
September 14, 15 – Old Town Days
September 19 – Thirsty Third Thursday
September 22 - Oktoberfest

Next Regular Board Meeting – October 1, 2013



GARDNERVILLE TOWN BOARD

Meeting Minutes

Ken Miller, Chairman
Linda Slater, Vice Chairman
Lloyd Higuera, Board Member
Mike Phillips, Board Member
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Tuesday, August 6, 2013

4:30 p.m.

Gardnerville Town Hall

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

PLEDGE OF ALLEGIANCE - Chairman Miller led the pledge of allegiance.

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

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

Motion Higuera/Slater to approve the agenda as written.

No public comment.

Upon call for the vote, motion carried unanimously

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

July 2, 2013 Regular Board meeting, with public comment prior to Board action.

Motion Higuera/Wenner to approve the minutes of July 2, 2013.

No public comment.

Upon call for the vote, motion carried.

PUBLIC INTEREST COMMENTS (No Action)

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

Ms. Wenner wanted to commend Carol for speaking at the commissioners' meeting last week. Tom was gone and she had to speak to the ordinance. I know she was nervous but she did fine. I wanted you all to know she was very good.

Chairman Miller mentioned there will be one more reading on that ordinance.

Mr. Dallaire will be here for that reading.

-Thomas J. Cook plaque presentation to Rose Cook – the town planted a Red Oak tree in Heritage Park and will place a granite rock and plaque under tree.

Chairman Miller presented the plaque to Rose Cook in honor of her husband Tom Cook, a former board member.

Mrs. Cook accepted the plaque. Tom was asked if he missed being on the board. The Town of Gardnerville was very special to him. He told them, no, because the people sitting on the board have the same interests at heart and the staff is wonderful. He had no problem stepping off the board. So for that I thank you.

Mr. Dallaire wanted Rose to see the original plaque that will be placed in Heritage Park. It just came in today.

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Motion Higuera/Philips to approve the consent calendar.

1. **For Possible Action:** Correspondence
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
Motion to accept.
3. **For Possible Action:** Approve July 2013 claims
Motion to approve.
4. **For Possible Action:** Approve appointment of Stephanie Waggoner to the Main Street Gardnerville Board of Directors.
Motion to approve.
5. **For Possible Action.** Approve Gardnerville Special Event Application for the 23rd Annual Carson Valley Sertoma Oktoberfest scheduled for September 22, 2013 in Heritage Park.
Motion to approve.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

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

6. **For Possible Action.** Discussion to approve Proclamation 2013P-03 recognizing the week of August 11th through August 17th, 2013 as Brain Injury Awareness week, with public comment prior to Board action.

Mr. Dallaire explained Mr. Smith is not here tonight. He was not feeling well. Here is the proclamation for board members to sign. Lloyd will take it to Mr. Smith.

Mr. Higuera received a call from Mr. Smith saying he was not feeling well. He wasn't going to be able to make it. Would I please pass a message to Carol. He told everyone to play it safe. You only have one brain.

Motion Higuera/Slater to approve Proclamation 2013P-03.

No public comment.

Upon call for the vote, motion carried unanimously.

7. **For Possible Action:** Discussion on DA 13-028 a minor modification to design review application to revise the size of the proposed building from 3,200 to 2,597sf and add a single detached automatic car wash bay at the proposed Golden Gate Petroleum site located south of Grant Ave. and east of Highway 395, APN: 1220-10-111-001 (formerly: APN: 1220-10-110-007, 1220-10-501-008 & 006), with public comment prior to Board action.

Mr. Dallaire received a development application from the contractor and engineer on this project. Mr. Daron Lynch is here from Lepori Construction. Anderson Engineering is supposed to be here as well. In packets are the improvement plans that were submitted.

Mr. Philips asked if Mr. Lynch could point out the traffic flow.

Mr. Daron Lynch, Lepori Construction, went over the ingress and egress.

Mr. Philips asked if they would have signage there?

Mr. Lynch answered it is all two-way flow.

Vice-Chairman Slater asked if there is enough turning radius for two motor homes to pass each other?

Mr. Lynch answered not in all of the radiuses. They can't be both turning at the same time.

Mr. Higuera asked if Mr. Lynch had read the conditions that staff put on the project?

Mr. Lynch read them briefly. I just received them this afternoon. Tom put together a plan and we are looking at incorporating some of those elements into it. There may be some discussion on it, but we can work through the issues.

Mr. Dallaire asked Mr. Hutchings to address the revisions asked for in staff's report.

Jeremy Hutchings, R.O. Anderson Engineering, did talk with Frank Lepori about the markups on the plan. Dirk, with the county, has not had a chance to review this from a planning perspective. So although we submitted what you are discussing, we can't say for sure the county will agree. The owner is fine with all the changes. We were able to make this sketch this afternoon, so it is a little bit rushed. The Plan for Prosperity pushes building masses to the front. Looking at this from the county's perspective if they consider this a main drive aisle they frown on backing into the main drive aisle. But if this is what the town likes, we could make the case that this (pointing) is the main drive aisle for the center as a whole.

Mr. Dallaire asked how they made it work with the community center?

Mr. Hutchings explained the discussion I had with the county was the drive aisles were removed from the main road. So people had a chance to go in and branch out before they hit the initial parking. If you follow that theory where you can't park off a main drive aisle you end up with a parking lot that is shaped like a snail shell. It would be worthwhile to say can we wait until next Monday or Tuesday when Dirk gets back and see what he says. I don't want to be in the middle of a tug and pull with the county and the town.

Mr. Dallaire felt they have better pedestrian flow from the store over to the pergola. It's important to keep the flow. The trash enclosure is in a lot better position for our staff.

Vice-Chairman Slater asked if there was sufficient room with this concept for landscaping.

Mr. Lynch didn't cut into any of the areas that were already landscaped.

Chairman Miller is concerned that if anyone looked at the board packet other than at this meeting, they did not see that plan.

Mr. Hutchings felt they have the minutes which this plan the owner has seen and he is okay with the change. I am basically telling you I've looked at these in general and we are okay with them in general. Now it is just a matter of working it out with the county.

Chairman Miller is concerned with the public.

Mr. Dallaire can get the plan digitally and add it to the packet information. That plan represents the conditions that were on the report. The Board would be backing the staff report.

Motion Higuera/Philips to conditionally approve with the modifications that are indicated in the staff report the minor modification containing the building change, drive thru and single car automatic car wash bay for this project and the parking lot change as well for the Golden Gate Petroleum site.

No public comment.

Upon call for the vote, motion carried unanimously.

- 8. For Possible Action: Discussion and direction on a public workshop and updated work plan for the Eagle Gas Station property, APN: 1320-33-402-075; 1395 Highway 395 N., located within the Town of Gardnerville and within the Main Street District, including the redevelopment options that will be presented at the public workshop on September 7, and other matters properly related thereto, with public comment prior to Board action.**

Mr. Dallaire and Candace Stowell have been working on a public workshop for the gas station. We still have to deal with the entryways, but this is the presentation we created for the Board of County Commissioners. This is what the place looked like before we acquired the property. It has been cleaned up significantly since then. We are proposing to do a public workshop to find out what the public would like to do. The fuel dispensers are out. We had the lines tested. The lines are solid. They are not leaking. The tanks are solid and not leaking. We met with NDEP and are moving forward in getting into the petroleum fund. I am waiting on the report from the test to get into the fund.

Mr. Philips asked about removing the tanks.

Mr. Dallaire wants to remove them. We have another tank underneath the tree, an additional tank that is a 550 gallon used oil container. Currently they couldn't test that tank because the seal around the top of the tank was leaking. In order to test it we need to get an excavator in there, remove dirt, get the top exposed and seal the leak. NDEP says we really don't need to test that tank. It's not a fuel tank. They don't care. To get it into the petroleum fund is \$400 per year. We can get it in this year, which ends at the end of August. I need to get the report from Affordatest, get it to NDEP, pay the \$400 and we are in. The second year we pay it again and that gets the protection from when the tanks leaked in 2004. In order to do any more exploration the tanks will need to be removed. The holdup is the meetings with NDOT. Once the tanks are removed, do we want to backfill, dig out that material and put in the storm drain system? My feeling is if we are going to do the storm drain improvements, we remove the tanks at that time, backfill it and be done. Then we can go forward with some funding with the adopted plan.

Mr. Dallaire shared with the Board the power point presentation for the public workshop

Vice-Chairman Slater thought this was a nice concept. That would be very informative. It would be a nice entry into town.

Ms. Wenner thought it would make a nice bus stop.

Vice-Chairman Slater felt it will be a primary focal point for visitors.

Mr. Dallaire spoke with Craig Witt at the morning coffee meeting and he is interested in taking the dirt and turning it into compost. He can do that with the contaminated soil. He would like to use it as an example and do a paper and study on it.

Chairman Miller asked how many years are we looking at for this project?

Mr. Dallaire's estimate would be somewhere 5, 8 or 10 years.

Chairman Miller shared the current county manager told us at breakfast if we need some assistance they would be amiable to listen to what we had to say.

Mr. Dallaire explained it's great we're saving the building, but the flood improvements are the most critical. In a ten year storm it closes the highway down. If we can open it up in a ten year event it will give the emergency vehicles a lot more time to respond.

Vice-Chairman Slater stated with those storm drain improvements if you have to dig it up at least we can smooth it out and make it presentable until the next phase rather than leaving it torn up.

Chairman Miller hopes we will have a lot of input at the workshop.

Vice-Chairman Slater was at a meeting where they discussed the electric vehicle charging station. I sort of got the impression that wasn't something most people are willingly ready to move forward with.

Mr. Dallaire mentioned Las Vegas has several they use for staff vehicles. NV Energy has some grant programs out that would provide the information.

Vice-Chairman Slater asked if that is something we could make available to NV Energy to put one in where the town is not bearing the burden?

Mr. Dallaire will include that in the grant. The solar panels and the charging station are costly. The water company is putting one in. They have solar panels so he has an abundance of electricity. I will look into the cost and

time of charging a car.

Vice-Chairman Slater would like more information on that.

Mr. Dallaire thought if you have the solar panels on site you are not going to use much power. You are paying a meter fee. The solar panels put power back into the meter. It would be the same cost whether we had a charging station or not with the solar panels there. If we wrap it into the grant funding it would just be our match portion that we would be responsible for.

Vice-Chairman Slater thought the concept is great and I am happy to see us moving forward.

Chairman Miller called for public comment.

Margaret Pross, Main Street Board of Directors, mentioned when you are getting out the information on the September 7th workshop, you might want to pass out brochures at the wine walk. I really think option three is your best option. I was in the building today. I don't think there is a lot to do to bring it to the point of being a meeting room. As Tom said we at Main Street have a lot of meetings. It would be very nice if we could be over there and not involve staff. It will be a while before we would be independent and be over there separate from this office, but doing things in phases would work great. I love the idea of having restrooms already there. I see a lot of possibilities. I think it can be bare bones at first. You could, similar to when people are trying to collect money have something similar to a thermometer. You wouldn't necessarily have to have a thermometer but you could have a silhouette of the building and show how far we are moving along. That way people keep it in their head this is a big project.

Carol Sandmeier, Main Street Design Committee, wanted to echo what Margaret had to say. I really think the plan of keeping the building is the best thing to do. The minute I heard about it we all started dreaming of ideas. There are many possibilities and it could develop into a fabulous information/welcome center. We found reports from towns where they have redone gas stations and different uses for them. We found the information center for Palm Springs is located in an old gas station. We also found out Ben and Jerry's started in an old gas station in Vermont, which goes to a suggestion of ice cream and information. Yes it would have to be manned. I believe we could have volunteer staffing for that. Many of the roadside rest areas are manned with volunteers to answer questions. I think it would be a big boon to get people to stop and see what is offered on down the road. We are all for it. We want to work with you to make it the best. It would be nice to place at least two benches there if it will be a bus stop where people will be waiting.

No further public comment.

Motion Higuera/Slater to approve the updated work plan for the redevelopment of the Eagle Gas Station and move ahead with the September 7th public meeting. Motion carried unanimously.

9.  For Possible Action: Discussion to accept constructed improvements within the Virginia Ranch Specific plan area:

Mr. Dallaire has been working with the contractor, Martin Harris, to finalize all the cracked concrete and get it repaired. We are still working on the pump lift station. They have looked at the problem and the problem seems to be that one of the pumps has too much oil in the bottom which is causing the light to come on. They are going to change the flow location on that pond so we won't have the ponding and staff won't have to go down there and manually turn it on every other day. It will automatically turn on by itself. Everything else is ready to be approved. We can make it a formal action that says we're taking on the responsibility and maintenance. It is still a county right-of-way. The parcel was in front of you in February when we accepted the property but we didn't accept the improvements at that time.

No public comment.

Motion Higuera/Slater to accept the constructed improvements within the Virginia Ranch Specific Plan area, the Virginia Ranch Regional Detention Pond improvements located north of Grant Drive, south of Carrick Lane, consisting of a storm water lift station, landscaping and concrete walking path, APN 1220-10-101-003, as previously dedicated to the Town of Gardnerville. And move to maintain the constructed street improvements within the Carrick Lane right-of-way extending from Service Drive to Grant Drive containing curb, gutter, sidewalk and landscaping on the east side of Carrick Lane.

Mrs. Amens advised Board members to make two different motions. You need a motion and a vote for each.

- a. **The Virginia Ranch Regional Detention Pond improvements located north of Grant Drive, south of Carrick Lane and consisting of a storm water lift station, landscaping and concrete walking path, APN: 1220-10-101-003, as previously dedicated to the Town of Gardnerville;**

Motion Higuera/Slater to accept the constructed improvements in the Virginia Ranch Specific area plan, a. the Virginia Ranch Regional Detention Pond improvements located north of Grant Drive, south of Carrick Lane and consisting of a storm water lift station, landscaping and concrete walking path, APN 1220-10-101-003, as previously dedicated to the Town of Gardnerville.

No public comment.


Upon call for the vote, motion carried unanimously.

- b. **Maintain the constructed street improvements within the Carrick Lane right-of-way extending from Service Drive to Grant Drive containing curb, gutter, sidewalk and landscaping on the east side of Carrick Lane;
with public comment prior to Board action.**

Motion Higuera/Slater to accept the constructed improvements within the Virginia Ranch Specific Plan area b. maintain the constructed street improvements within the Carrick Lane right-of-way extending from Service Drive to Grant Drive containing curb, gutter, sidewalk and landscaping on the east side of Carrick Lane.

No public comment.

Upon call for the vote, motion carried unanimously.

10.  **For Possible Action: Discussion and provide direction to staff to proceed with: 1. an employee search to fill the existing Engineering Tech position; 2. modify the town budget to allow for an Engineer One or Two position; or 3. hire a consultant firm to perform the design town projects and applications for project review; with public comment prior to Board action.**

Mr. Dallaire advised our engineering tech position is open. I have asked Town of Minden how much they spend on engineering general services but they couldn't really tell me. I talked with John Lafrano in Indian Hills, GRID and Cam up at Kingsbury. All the other GID's are spending roughly \$1500 to \$3000 a month on an engineering firm to do just general services. If there is a project on top of that there are additional fees. I still think the way to go is to do an engineer. The problem is as an engineering tech, it doesn't allow him to do plan reviews, Josh did them anyway but it was outside his job description. We can do an engineer one, which is not a licensed engineer but someone who could get licensed. Plan review is actually in the job description for an engineer one. The county engineering department has one of those on staff. They also have an engineer two position, which is a licensed engineer. My thought is if we had a licensed engineer it would take a lot of letter writing off of me. In packets is the cost comparison for the three positions.

Mr. Higuera asked what position would help the most?

Mr. Dallaire stated an engineer that could do the contracts, street improvements and watching the construction. Having a person there to do the contracting and monitoring would be helpful. It would be an engineer two full time.

Chairman Miller looked at both job descriptions. The one I like is a civil engineer one because it says "fosters teamwork and cooperation with other divisions, departments, agencies and stakeholders." Which to me, could give us the latitude to have the person supervise some of the other staff that you are supervising now. That's what we were looking for in the first place when we tried to do budget, but it wasn't the right time. Now is the right timing because we have the funds to put that person in here. All the others have something to do with development or buildings. It doesn't have a general description that fosters teamwork.

Mr. Dallaire liked the engineer two description where it says "responds and resolves citizen inquiries and

complaints, conducts detailed investigations to determine problem, responsibility, feasibility, solutions, prepares correspondence." The problem is we are not going to get one description that is in Douglas County that fits if we are trying to get someone to support me and help direct the guys on projects. I talked with Linda about Gardner Park. As an example, I went out and took pictures of Gardner Park. If I am going to draw up a plan for staff to buy the plants I have to come up with that list. I can't expect them to do that. I have to draw up the plan and make sure they understand what we're trying to accomplish. I talked to Craig Witt about the soil out there. We will need to get some testing done to figure out what type of amendments we need to put in there. But it is all me right now. We can hire some of it out but I just don't see them coordinating with local businesses to get the testing done.

Vice-Chairman Slater didn't think they would have the dedication as much as you would an employee. What will the budget fare.

Mr. Dallaire has budgeted around \$46,000.

Vice Chairman Slater asked if we bumped it to a civil engineer 1, we still will have money in the budget to cover that increase in salary without increasing any cost in services? Is that correct?

Mr. Dallaire advised this employee was strictly public works. So it's all tax dollars. It doesn't go back to the health and sanitation side where we charge. This will take away from capital projects. We are going to roll over money.

Vice-Chairman Slater asked if we could push this position off for an additional 30, or 60 days to accommodate that extra money?

Mr. Dallaire stated the budget augmentation would have to come back next month.

Mr. Higuera sees the only difference between one and two is two is licensed. Is that license a big deal?

Mr. Dallaire would still stamp it. My position isn't really necessarily town engineer. It's town manager. Jim tried to get it combined. We tried to do that and at that time HR was not open to it and neither was Michael Brown. We're trying to keep it so the engineer person would actually be working under what their essential functions are.

Chairman Miller asked what the availability of licensed versus unlicensed engineers is in the market?

Mr. Dallaire has three licensed people that have expressed interest. If for some reason the government raises interest rates I don't see development moving forward as much. This is the slowest it has ever been in 14 years in the engineering department at the county. It's bad out there. There are a lot of engineers that are well qualified that are looking for the job. The description will be the key. We can probably get someone who is overqualified.

Vice-Chairman Slater would support a civil engineer one. I think because we are replacing Josh I don't feel we need to make that big of a step to a two or a three.

Mr. Philips asked if we approve this could you get started on it right way.

Mr. Dallaire can move forward, start the advertisement process and have it close right before the next meeting.

No public comment.

Motion Philips/Higuera to open up for hiring a civil engineer one. Motion carried unanimously.

11. Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities.

Margaret Pross reported they had an absolutely fantastic turnout for the morning coffee meeting. They had 22 people including Tom and Linda. We had Michael Stilaga with the Business Resource Innovation Center and Chris Tenburg with the Valley Web. Both these men and their organizations can offer us a wealth of information and they are willing to do so. We will be meeting with them looking to see how we can work together. We have two family members that recently passed in our community: Worth Borda and Andy Costa. Worth Borda's family requested people to donate money to the flower basket program. As a result of that we have 15 baskets to put into the program and only one left to be sponsored. It was a wonderful bench dedication on Saturday for Andy Costa. Our wine walk for July we had 350 people, of which 111 were from outside areas new to the event. I know you will be reviewing the July 4th event. Main Street is more than willing to support you on this should you decide to go forward. We have 11

new members within the past month, 10 were businesses and one was an individual.

Vice-Chairman Slater went to the funeral for Worth Borda and did extend our gratitude to the family for the donations and how much we appreciated their support.

Chairman Miller will be out of town for the next MSG meeting.

12.  Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2013.

Mrs. Amens has nothing to report. No new activity on the two bankruptcies. I can report I am glad to be here.

13.  Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for July 2013.

Mr. Dallaire went over the NLC/NACO conference registration materials.

Vice Chairman Slater added Tuesday is when everybody is coming in. The only thing would be the president's reception on Tuesday. On Wednesday I would encourage you to look at the 9:00 am opening general session. If the board members were to go up just for the opening session would there be a charge?

Mr. Dallaire will find out. It looks like \$150 for one day

Vice-Chairman Slater continued. The sessions offered each day, if you are interested in the affordable health care act, it is well worth it to go both Wednesday and Thursday. Myself, we like to go to the president's reception just to show that the Town of Gardnerville is represented. Tom and I have always gone to the two days which does include the luncheon and your dinner. Wednesday night is the annual banquet. I would recommend Wednesday and Thursday and go to the president's reception. The registration for the 3 days is \$295 each. If you prefer one day it would be \$150 per day. If you want to bring your spouse it used to be \$85. I noticed here they moved it up to \$175.

Mr. Dallaire will ask about the cost for the spouse and why it went up. Please turn in your registrations by the 23rd. There is an illustration in packets of the ornament.

Vice Chairman Slater suggested on the front we put circa 1920.

Mr. Dallaire will be doing an information card with it. I think we've had to order these to get them here on time. So we will see if we can add that.

Mr. Philips asked about the meeting Mr. Dallaire had with Mrs. Burga.

Mr. Dallaire had a meeting with her for about 10 minutes. She is still interested from what I can gather, but it will take a while for her to get her act together. She thought the retail would still be a good option. In talking with Charlie Condon the ditch that goes through her property isn't used. So they could utilize the whole parcel without having to reroute the storm drainage around. We would have to get permission from Henry Dreyer because he is the only person that uses that ditch. But he hasn't used it in a long time.

Dirk wanted me to let you know NDOT has done a statewide biking plan. They have contracted with Kimlee Horn and Associates. This will be coming forward August 27 and 28. They will be doing presentations to the planning commission in October and November to the Board of County Commissioners.

Hellwinkel Channel, Denny is working on the model now. He is running it this week. He is moving along on it.

July 4th event, just wanted to make sure what your thoughts were. Paula was a little concerned. She would like to have someone designated as a lead and whether it will be a town or main street event.

Vice-Chairman Slater suggested they have the wine walk bands. Maybe we could have a small battle of the bands for a couple of hours to put in the same day as the run.

Mr. Higuera mentioned when we originally started planning the July 4th event, we had planned that component. When we first discussed it we would have the walk/run in the morning and then have people come back and have an event in the afternoon too. Now there is no Genoa event. Another thing to think about is maybe tie in with a local charity. Have the race benefit a local charity. Then you would have the charity promoting it and working the event.

Vice-Chairman Slater felt if the run benefits the boys and girls club this year, then we could also discuss what would be the charity for the following year. We could rotate or keep it for one.

Mr. Dallaire felt we could get more runners if we did a 10k and 5k.

Mr. Higuera suggested timing the run.

Chairman Miller talked about package deals for families. If there is a \$25 fee per runner, families up to four could pay \$50. With the initial 25 you have your expenses covered.

Vice-Chairman Slater thought they had two events right now and next year we can add something else that will keep the community together.

Mr. Dallaire will be starting in October to try to get the race course straightened out.

Ms. Wenner suggested putting people on corners with arrows.

Mr. Dallaire did a presentation on our project in addition to the trail for NDOT. I talked to Rob. It sounded like the trails made number one for the whole state. There were so many applications. I haven't heard formally but that is the word that is out. I have two things I want to submit to NDOT for Horsn' Around. I did the presentation on Eagle Gas this morning. I have to do an NDOT application for both the sidewalk and for Horsn' Around. Limit the parking to 30 minute parking in front of her shop.

Chairman Miller advised Sharkey's is putting street vendors in their parking lot on weekends. They went in this last week and poured a lot of dirt adjacent to Battle Born's parking and didn't pack it down. I think they are out of code because they didn't pack it.

Vice Chairman Slater mentioned there were a lot of signs on the light poles at that intersection on the weekend. I saw one of the staff members and he did not take it down.

Mr. Dallaire believed it was getting packed by people driving on it. But there are really big rocks. I can mention it to the manager at Sharkey's.

Vice Chairman Slater asked if he is proposing a loading zone in front of Horsn' Around.

Mr. Dallaire answered yes, green paint and two signs with telspar posts.

14.  **Not for Possible Action: Discussion on the Board members committee reports including but not limited to: Carson Valley Arts Council, Regional Transportation Commission, Nevada League of Cities, and Main Street Gardnerville.**

Main Street – Chairman Miller asked Tom to check in and see if we can put up a small storage structure at the gardens. We need a place to store tools. Hopefully we can get that done. There is a need for it in the next month or two because of the winter months. The wine walks are well attended. There have been some nice bands. Polka Dots is a new business in the community.

Nevada League of Cities - Vice Chairman Slater reported the Nevada Association of Counties and Nevada League of Cities and Municipalities will be having their conference at Mont Bleu. I hope everybody will review the agenda. We did have a quarterly meeting. It was held in the city of Mesquite. Due to budget constraints I did not go. There were no minutes as of this date. Please read over the packet and seriously give consideration about going to the conference. Show our support and be involved.

Carson Valley Arts Council - Ms. Wenner reported she emailed Brian and he didn't get back to me. But their main goal is to get the building paid for. They can't get any grants without getting the building paid off. They cancelled their burgers and brews because they hadn't sold any tickets.

Regional Transportation Commission - Mr. Higuera reported RTC doesn't meet again until March. I did put on to be discussed the intersection of Waterloo and 756. That turn is rather awkward. Jeff agreed that needs to be taken

care of. We will get that formally put into the plan this next year. With all the increased traffic it will get harder and harder for people to pull in there. If you have anything that occurs to you within the town you want the Regional Transportation Commission to look at let me know.

Ms. Wenner asked about a bike path.

Mr. Higuera will mention it at the next meeting.

Motion Philips/Higuera to adjourn at 7:23 p.m.

No public present.

Upon call for the vote, motion carried unanimously.

Respectfully submitted,

Ken Miller
Chairman

Tom Dallaire
Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Title: Correspondence**
2. **Recommended Motion: Receive and File**

Funds Available: **Yes** **N/A**

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date: September 3, 2013** **Time Requested: n/a**

5. **Agenda:** **Consent** **Administrative**

Background Information:

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

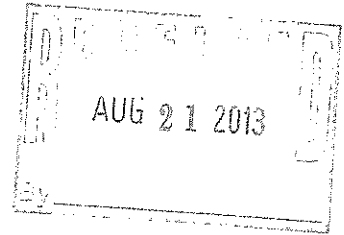
6. **Other Agency Review of Action: Not Required**

7. **Board Action:**

Approved
 Denied

Approved with Modifications
 Continued

ROSELLA M. COOK
1525 HUSSMAN AVE.
GARDNERVILLE, NV. 89410



August 20, 2013

Town of Gardnerville
1407 Hwy 395 N.
Gardnerville, NV. 89410

Dear Board and Staff Members:

The presentation of the plaque, planting of the tree in Heritage Park and the boulder with a plaque is overwhelming to our entire family. What an amazing honor to know that Tom's name will be viewed by the community for ever so many years. The Red Oak in itself is quite a tribute.

One of our granddaughters who visited recently read the plaque and told me that she only knew her "Papa" not the Tom Cook who thought service was what one must do. She said that she will try to follow in his footsteps and pay more attention to American History this year. I am certain her mother will appreciate that plaque forever should it provide the motivation to do well in American History.

Language fails to adequately convey our deep appreciation for this moving tribute to a man we loved.

At the risk of being repetitive I do want to thank all of you for being great stewards of the Town of Gardnerville. Tom commented quite frequently on the pride he felt for those who were serving this community.

Very truly yours,

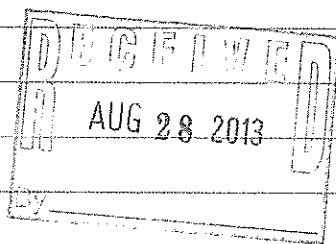
A handwritten signature in cursive script that reads "Rosella Cook".

Copy: Mike Rowe



A Special Note...

The Town looks
Great even with
the Smoke
The Manufacturers



1-3

Gardnerville Town Board

AGENDA ACTION SHEET

1. **Title: Health and Sanitation Monthly Report**

2. **Recommended Motion: Accept as submitted**

Funds Available: Yes N/A

3. **Department: Health and Sanitation**

Prepared by: Carol Louthan

Phone Number: 782-7134

4. **Meeting Date: September 3, 2013**

Time Requested: none

5. **Agenda:** **Consent**

Administrative

6. **Background Information:**

Residential Accounts	1718
Commercial Accounts	217
Green Waste Accounts	1148
Cleanup Dumpsters	5
X-cans	654
# of new residential accounts	5 new owners & 10 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	41
Total tons of trash	352.25
Total tons of Greenwaste	48.97

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

8. **Board Action:**

Approved

Approved with Modifications

Denied

Continued

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Title:** Approve August 2013 claims
2. **Recommended Motion:** Approve claims as submitted

Funds Available: Yes N/A

3. **Department:** Administration

Prepared by: Carol Louthan

4. **Meeting Date:** September 3, 2013 **Time Requested:** none

5. **Agenda:** Consent Administrative

6. **Background Information:**

This report is generated through claims submitted to the Douglas County Comptroller by the Town. If backup material is necessary for your review it can be found on file at the Town office.

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

8. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	8/13 BOARD	GVILLE	Paid by Check # 609210		08/01/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	250.00
28960 - Miller Kenneth	8/13 BOARD	GVILLE	Paid by Check # 609253		08/01/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	275.00
18629 - Philips Michael	8-13 BOARD	GVILLE	Paid by Check # 609296		08/01/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	250.00
2969 - Slater Linda	8-13 BOARD	GVILLE	Paid by Check # 609338		08/01/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	250.00
			Account 510.150 - Board Compensation Totals					Invoice Transactions 4		\$1,025.00
20219 - NV ST Public Employees	8-13 PREMIUMS	731	Paid by Check # 609850		08/20/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	20.98
			Account 511.201 - PEBS-Ret.Medical					Invoice Transactions 1		\$20.98
29103 - Frontier	8-13 Telephone Expense 782-7134 7/13	77578271340502795	Paid by Check # 608939		07/16/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	99.99
29103 - Frontier	782-3856 7/13	77578238560808025	Paid by Check # 608939		07/16/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	46.24
13097 - Verizon Wireless	9709167870	842011146-00001	Paid by Check # 609921		08/01/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	148.73
			Account 520.055 - Telephone Expense Totals					Invoice Transactions 3		\$294.96
25294 - F P Mailing Solutions	Postage/Po Box Rent R1101608871	600003046	Paid by Check # 608925		07/05/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	44.93
			Account 520.060 - Postage/Po Box Rent Totals					Invoice Transactions 1		\$44.93
11985 - Ace Hardware	Replacement & Repair 083868/1	1236	Paid by Check # 609390		07/05/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	11.49
726 - Central Systems Electric Inc	146766	TOWNGA	Paid by Check # 609436		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	9.98
2510 - Parts House	509778	4170	Paid by Check # 609567		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	5.04
			Account 520.084 - Replacement & Repair Totals					Invoice Transactions 3		\$26.51
2924 - NV Energy	791804 7-13	791804	Paid by Check # 609275		07/26/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	190.45
			Account 520.089 - Power Totals					Invoice Transactions 1		\$190.45

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin										
Account 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0051779022 7-13	24110015779022	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	14.40
3021 - Southwest Gas-Las Vegas	1072224004 7-13	2411072224004	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	15.05
3021 - Southwest Gas-Las Vegas	1188600002 7-13	2411188600002	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	7.53
3021 - Southwest Gas-Las Vegas	0015779022 8-13	24110015779022	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	14.40
3021 - Southwest Gas-Las Vegas	1072224004 8-13	2411072224004	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	15.05
3021 - Southwest Gas-Las Vegas	1188600002 8-13	2411188600002	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	7.53
Account 520.092 - Heating Totals										\$73.96
Account 520.093 - Utilities-Sewer										
2030 - Minden-Gardnerville Sanitation	13-010212	0215	Paid by Check # 609535		07/01/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	14.03
Account 520.093 - Utilities-Sewer Totals										\$14.03
Account 520.097 - Maint B&G										
20845 - Clark Plumbing & Heating Comp	0000821136	0007133	Paid by Check # 608896		07/18/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	53.10
5358 - ABC Fire Inc	IN00001596	G'VILLE	Paid by Check # 609385		07/15/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	281.07
Account 520.136 - Rents & Leases Equipment										\$334.17
3519 - Xerox Corporation	069095086	716307012	Paid by Check # 609376		07/20/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	309.69
3519 - Xerox Corporation	069557611	716307012	Paid by Check # 609938		08/09/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	186.79
Account 520.136 - Rents & Leases Equipment Totals										\$496.48
Account 520.170 - Memberships										
160 - American Public Works Assoc	679014 13-14	DALLAIRE	Paid by Check # 608845		07/10/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	169.00
7358 - Underground Service Alert Inc	13071062	176317	Paid by Check # 609645		07/20/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	152.94
Account 520.170 - Memberships Totals										\$321.94
Account 520.187 - Internet Expense										
12997 - Do Co Procurement Program	7-13	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	62.50
15887 - Charter Communications	0012509 8/13	8354110060012509	Paid by Check # 609731		08/02/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	35.99
Account 520.187 - Internet Expense Totals										\$98.49

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 521.130 - Legal Services										
10816 - Rowe Hales & Yturvide LLP	22593-	G'VILLE	Paid by Check # 609035		07/24/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	485.00
Account 521.130 - Legal Services Totals Invoice Transactions 1										
12997 - Do Co Procurement Program	7-13 DALLAIRE	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	997.54
Account 532.056 - Subscriptions Totals Invoice Transactions 1										
9064 - R & S Optimum Offset	13-7091	G'VILLE	Paid by Check # 609024		07/16/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	371.00
6089 - A-#1 Chemical Inc	4745044	296958	Paid by Check # 609383		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	90.74
12997 - Do Co Procurement Program	7-13 LOUTHAN	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	56.05
26465 - Diamond Printing Inc	6887	G'VILLE	Paid by Check # 609748		08/12/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	26.92
Account 533.800 - Office Supplies Totals Invoice Transactions 4										
2313 - Nevada League Of Cities & Muni	13-101	G'VILLE	Paid by Check # 609547		07/24/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	5,000.00
Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1										
Department 921 - Gardnerville Admin Totals Invoice Transactions 35										
										\$485.00
										\$997.54
										\$544.71
										5,000.00
										\$5,000.00
										\$9,969.15

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 520.037 - Weed Spraying										
2225 - Sunrise Environmental Corp	29102	01GA65383	Paid by Check # 609060		07/05/2013	08/02/2013	08/02/2013		08/02/2013	265.28
1130 - Do Co Weed Control	31345W	G'VILLE	Paid by Check # 609454		07/09/2013	08/16/2013	08/16/2013		08/16/2013	729.39
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 2		<u>\$994.67</u>
Account 520.084 - Replacement & Repair										
2297 - ASJ Small Engines Inc	14470	G'VILLE	Paid by Check # 608850		07/03/2013	08/02/2013	08/02/2013		08/02/2013	39.99
7132 - Accolades	9262	G'VILLE	Paid by Check # 609389		08/06/2013	08/16/2013	08/16/2013		08/16/2013	433.60
11985 - Ace Hardware	083845/1	1236	Paid by Check # 609390		07/03/2013	08/16/2013	08/16/2013		08/16/2013	4.29
11985 - Ace Hardware	083868/1	1236	Paid by Check # 609390		07/05/2013	08/16/2013	08/16/2013		08/16/2013	12.99
11985 - Ace Hardware	084031/1	1236	Paid by Check # 609390		07/12/2013	08/16/2013	08/16/2013		08/16/2013	18.99
11985 - Ace Hardware	084264/1	1236	Paid by Check # 609390		07/22/2013	08/16/2013	08/16/2013		08/16/2013	26.94
17081 - CAD Pest Control Service Inc	94556	G'VILLE	Paid by Check # 609419		07/24/2013	08/16/2013	08/16/2013		08/16/2013	1,024.00
8037 - Crop Production Services	217183	114510650	Paid by Check # 609445		07/25/2013	08/16/2013	08/16/2013		08/16/2013	910.00
12997 - Do Co Procurement Program	7-13 DALLAIRE	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013		08/16/2013	88.98
9081 - Genoa Trees & Landscape Inc	3643	G'VILLE	Paid by Check # 609479		07/19/2013	08/16/2013	08/16/2013		08/16/2013	460.00
8043 - Mark Smith Tire Center Inc	71700040858	A17-14675	Paid by Check # 609525		07/31/2013	08/16/2013	08/16/2013		08/16/2013	90.98
2510 - Parts House	509908	4170	Paid by Check # 609567		07/17/2013	08/16/2013	08/16/2013		08/16/2013	11.99
3457 - Western Nevada Supply Company	45601407	71273	Paid by Check # 609660		07/22/2013	08/16/2013	08/16/2013		08/16/2013	154.50
3457 - Western Nevada Supply Company	15608272	71273	Paid by Check # 609660		07/30/2013	08/16/2013	08/16/2013		08/16/2013	785.00
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 14		<u>\$4,062.25</u>
Account 520.089 - Power										
2924 - NV Energy	791804 7-13	791804	Paid by Check # 609275		07/26/2013	08/09/2013	08/09/2013		08/09/2013	168.88
				Account 520.089 - Power Totals				Invoice Transactions 1		<u>\$168.88</u>
Account 520.097 - Maint B&G										
20845 - Clark Plumbing & Heating Comp	0000821136	0007133	Paid by Check # 608896		07/18/2013	08/02/2013	08/02/2013		08/02/2013	531.30
				Account 520.097 - Maint B&G Totals				Invoice Transactions 1		<u>\$531.30</u>

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 923 - Parks & Recreation										
Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS0687290	8308	Paid by Check # 608933		07/15/2013	08/02/2013	08/02/2013		08/02/2013	192.01
3814 - Flyers Energy LLC	CFS0694235	8308	Paid by Check # 609471		07/31/2013	08/16/2013	08/16/2013		08/16/2013	115.39
Account 532.003 - Gas & Oil Totals										
										\$307.40
5666 - Allied Uniform Sales	3212	G'VILLE	Paid by Check # 608844		07/01/2013	08/02/2013	08/02/2013		08/02/2013	355.54
3115 - Swank Motion Pictures Inc	RG1826916	0223170001	Paid by Check # 609062		07/17/2013	08/02/2013	08/02/2013		08/02/2013	421.00
74 - Jay Aldrich Photographer	1399	G'VILLE	Paid by Check # 609803		08/13/2013	08/23/2013	08/23/2013		08/23/2013	390.00
29537 - Wallis Steel Inc	2348	G'VILLE	Paid by Check # 609926		08/05/2013	08/23/2013	08/23/2013		08/23/2013	230.00
Account 533.817 - Small Projects										
										Invoice Transactions 4
										\$1,396.54
Account 923 - Parks & Recreation										
										Invoice Transactions 24
										\$7,461.04

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville, Town										
Department 926 - Other Public Works										
Account 520.037 - Weed Spraying										
2225 - Sunrise Environmental Corp	29102	01GA65383	Paid by Check # 609060		07/05/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	265.29
1130 - Do Co Weed Control	31345W	GVILLE	Paid by Check # 609454		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	729.39
				Account 520.037 - Weed Spraying Totals				Invoice Transactions 2		\$994.68
Account 520.084 - Replacement & Repair										
11985 - Ace Hardware	083963/1	1236	Paid by Check # 609390		07/10/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	6.99
17081 - CAD Pest Control Service Inc	94556	GVILLE	Paid by Check # 609419		07/24/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	1,024.00
2121 - Meeks Lumber	759897	06G1570	Paid by Check # 609530		07/29/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	42.70
2203 - Morts Auto Body	38072	GVILLE	Paid by Check # 609539		07/30/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	63.25
27975 - Pepe' Material Handling Exchan	7052356	5100363	Paid by Check # 609563		07/02/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	193.99
2510 - Parts House	507719	4170	Paid by Check # 609567		07/02/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	33.99
2510 - Parts House	509743	4170	Paid by Check # 609567		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	15.32
2510 - Parts House	509822	4170	Paid by Check # 609567		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	9.34
2510 - Parts House	509908	4170	Paid by Check # 609567		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	11.99
13485 - Ahern Rentals Inc	12307655-1	205304	Paid by Check # 609674		07/18/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	102.74
13485 - Ahern Rentals Inc	12346287-1	205304	Paid by Check # 609674		07/30/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	13.99
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 11		\$1,518.30
2924 - NV Energy	791804 7-13	791804	Paid by Check # 609275		07/26/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	5,771.56
				Account 520.095 - Street Lights Totals				Invoice Transactions 1		\$5,771.56
Account 520.103 - Maint Road										
23092 - Brandon Industries Inc	100274	GNVGARDNERVI	Paid by Check # 608869		07/03/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	415.00
11985 - Ace Hardware	083849/1	1236	Paid by Check # 609390		07/04/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	52.47
11985 - Ace Hardware	084435/1	1236	Paid by Check # 609390		07/29/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	81.45
11985 - Ace Hardware	084469/1	1236	Paid by Check # 609390		07/30/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	12.28
				Account 520.103 - Maint Road Totals				Invoice Transactions 4		\$561.20

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 926 - Other Public Works										
Account 520.116 - Veh. Maint.-Co Shop										
4268 - Do Co Vehicle Maintenance	7@13	VARIOUS	Paid by Check # 609453		08/05/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	408.54
Account 520.116 - Veh. Maint.-Co Shop Totals										
										\$408.54
Account 532.003 - Gas & Oil										
3814 - Flyers Energy LLC	CFS0687290	8308	Paid by Check # 608933		07/15/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	339.34
3814 - Flyers Energy LLC	CFS0694235	8308	Paid by Check # 609471		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	353.48
Account 532.003 - Gas & Oil Totals										
										\$692.82
Account 532.028 - Uniforms										
4287 - Red Wing Shoe Store	66000003568	G'VILLE	Paid by Check # 609028		07/09/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	87.50
5785 - AlSCO Inc	LREN828840	000330	Paid by Check # 609393		07/02/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.34
5785 - AlSCO Inc	LREN831250	000330	Paid by Check # 609393		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.35
5785 - AlSCO Inc	LREN833580	000330	Paid by Check # 609393		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.34
5785 - AlSCO Inc	LREN835895	000330	Paid by Check # 609393		07/23/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.35
5785 - AlSCO Inc	LREN838165	000330	Paid by Check # 609393		07/30/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.34
Account 532.028 - Uniforms Totals										
										\$109.22
Account 562.000 - Capital Projects										
29504 - Afforda-Test	17653	G'VILLE	Paid by Check # 609103		07/08/2013	08/09/2013	08/09/2013	08/09/2013	08/09/2013	1,185.00
2121 - Meeks Lumber	756598	06G1570	Paid by Check # 609530		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	36.41
6254 - NV ST Div Of Enviro Protection	2-000007 13-14	G'VILLE	Paid by Check # 609555		08/05/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	400.00
3457 - Western Nevada Supply Company	15585708	71273	Paid by Check # 609660		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	180.00
13485 - Ahern Rentals Inc	12275126-1	205304	Paid by Check # 609674		07/09/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	59.07
13485 - Ahern Rentals Inc	12278249-1	205304	Paid by Check # 609674		07/10/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	3.19
2514 - Stowell Candace	1	G'VILLE	Paid by Check # 609893		08/05/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	263.00
Account 562.000 - Capital Projects Totals										
										\$2,126.67
Department 926 - Other Public Works Totals										
										\$12,182.99
Fund 610 - Gardnerville Town Totals										
										\$29,613.18

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation										
4288 - Higuera Lloyd W	Account 510.150 - Board Compensation 8/13 BOARD	GVILLE	Paid by Check # 609210		08/01/2013	08/09/2013	08/09/2013		08/09/2013	250.00
28960 - Miller Kenneth	8/13 BOARD	GVILLE	Paid by Check # 609253		08/01/2013	08/09/2013	08/09/2013		08/09/2013	275.00
18629 - Phillips Michael	8-13 BOARD	GVILLE	Paid by Check # 609296		08/01/2013	08/09/2013	08/09/2013		08/09/2013	250.00
2969 - Slater Linda	8-13 BOARD	GVILLE	Paid by Check # 609338		08/01/2013	08/09/2013	08/09/2013		08/09/2013	250.00
	Account 510.150 - Board Compensation Totals							Invoice Transactions 4		<u>\$1,025.00</u>
29103 - Frontier	Account 520.055 - Telephone Expense 782-7134 7/13	77578271340502795	Paid by Check # 608939		07/16/2013	08/02/2013	08/02/2013		08/02/2013	99.98
29103 - Frontier	782-3856 7/13	77578238560808025	Paid by Check # 608939		07/16/2013	08/02/2013	08/02/2013		08/02/2013	46.24
13097 - Verizon Wireless	9709167870	842011146-00001	Paid by Check # 609921		08/01/2013	08/23/2013	08/23/2013		08/23/2013	148.73
	Account 520.055 - Telephone Expense Totals							Invoice Transactions 3		<u>\$294.95</u>
25294 - F P Mailing Solutions	Account 520.060 - Postage/Po Box Rent RI101608871	600003046	Paid by Check # 608925		07/05/2013	08/02/2013	08/02/2013		08/02/2013	44.92
	Account 520.060 - Postage/Po Box Rent Totals							Invoice Transactions 1		<u>\$44.92</u>
11985 - Ace Hardware	Account 520.084 - Replacement & Repair 084264/1	1236	Paid by Check # 609390		07/22/2013	08/16/2013	08/16/2013		08/16/2013	26.94
11985 - Ace Hardware	084435/1	1236	Paid by Check # 609390		07/29/2013	08/16/2013	08/16/2013		08/16/2013	11.49
726 - Central Systems Electric Inc	146766	TOWNGA	Paid by Check # 609436		07/31/2013	08/16/2013	08/16/2013		08/16/2013	9.98
2510 - Parts House	509743	4170	Paid by Check # 609567		07/16/2013	08/16/2013	08/16/2013		08/16/2013	7.66
2510 - Parts House	510334	4170	Paid by Check # 609567		07/19/2013	08/16/2013	08/16/2013		08/16/2013	109.02
2510 - Parts House	510337	4170	Paid by Check # 609567		07/19/2013	08/16/2013	08/16/2013		08/16/2013	53.50
2510 - Parts House	510640	4170	Paid by Check # 609567		07/22/2013	08/16/2013	08/16/2013		08/16/2013	39.48
	Account 520.084 - Replacement & Repair Totals							Invoice Transactions 7		<u>\$258.07</u>
2924 - NV Energy	791804 7-13	791804	Paid by Check # 609275		07/26/2013	08/09/2013	08/09/2013		08/09/2013	227.78
	Account 520.089 - Power							Invoice Transactions 1		<u>\$227.78</u>
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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San										
Department 925 - Health & Sanitation										
Account 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0051779022 7-13	2410015779022	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013		08/02/2013	14.40
3021 - Southwest Gas-Las Vegas	1072224004 7-13	2411072224004	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013		08/02/2013	15.05
3021 - Southwest Gas-Las Vegas	1188600002 7-13	2411188600002	Paid by Check # 609054		07/17/2013	08/02/2013	08/02/2013		08/02/2013	22.57
3021 - Southwest Gas-Las Vegas	0015779022 8-13	2410015779022	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013		08/23/2013	14.40
3021 - Southwest Gas-Las Vegas	1072224004 8-13	2411072224004	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013		08/23/2013	15.05
3021 - Southwest Gas-Las Vegas	1188600002 8-13	2411188600002	Paid by Check # 609891		08/15/2013	08/23/2013	08/23/2013		08/23/2013	22.57
				Account 520.092 - Heating Totals				Invoice Transactions 6		\$104.04
Account 520.093 - Utilities-Sewer										
2030 - Minden-Gardnerville Sanitation	13-010212	0215	Paid by Check # 609535		07/01/2013	08/16/2013	08/16/2013		08/16/2013	14.03
				Account 520.093 - Utilities-Sewer Totals				Invoice Transactions 1		\$14.03
Account 520.097 - Maint B&G										
20845 - Clark Plumbing & Heating Comp	0000821136	0007133	Paid by Check # 608896		07/18/2013	08/02/2013	08/02/2013		08/02/2013	53.10
5358 - ABC Fire Inc	IN00001596	G'VILLE	Paid by Check # 609385		07/15/2013	08/16/2013	08/16/2013		08/16/2013	281.07
2478 - Overhead Door Co Of Sierra	72190	G'VILLE	Paid by Check # 609559		07/26/2013	08/16/2013	08/16/2013		08/16/2013	137.50
				Account 520.097 - Maint B&G Totals				Invoice Transactions 3		\$471.67
Account 520.136 - Rents & Leases Equipment										
3519 - Xerox Corporation	069095086	716307012	Paid by Check # 609376		07/20/2013	08/09/2013	08/09/2013		08/09/2013	309.69
3519 - Xerox Corporation	069557611	716307012	Paid by Check # 609938		08/09/2013	08/23/2013	08/23/2013		08/23/2013	186.79
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 2		\$496.48
Account 520.187 - Internet Expense										
12997 - Do Co Procurement Program	7-13	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013		08/16/2013	62.50
15887 - Charter Communications	NICHOLSON 0012509 8/13	83541100600012509	Paid by Check # 609731		08/02/2013	08/23/2013	08/23/2013		08/23/2013	36.00
				Account 520.187 - Internet Expense Totals				Invoice Transactions 2		\$98.50
Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10052074	228079	Paid by Check # 609424		07/01/2013	08/16/2013	08/16/2013		08/16/2013	547.52
15853 - Carson City Landfill	10052451	228079	Paid by Check # 609424		07/02/2013	08/16/2013	08/16/2013		08/16/2013	423.40

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Accounts Payable by G/L Distribution Report

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10052728	228079	Paid by Check # 609424		07/03/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	412.38
15853 - Carson City Landfill	10052776	228079	Paid by Check # 609424		07/03/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	477.92
15853 - Carson City Landfill	10052802	228079	Paid by Check # 609424		07/03/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	419.34
15853 - Carson City Landfill	10052910	228079	Paid by Check # 609424		07/04/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	464.00
15853 - Carson City Landfill	10052916	228079	Paid by Check # 609424		07/04/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	401.94
15853 - Carson City Landfill	10053061	228079	Paid by Check # 609424		07/05/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	388.60
15853 - Carson City Landfill	10053112	228079	Paid by Check # 609424		07/05/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	395.56
15853 - Carson City Landfill	10053760	228079	Paid by Check # 609424		07/08/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	626.40
15853 - Carson City Landfill	10054052	228079	Paid by Check # 609424		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	392.08
15853 - Carson City Landfill	10054340	228079	Paid by Check # 609424		07/10/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	341.04
15853 - Carson City Landfill	10054342	228079	Paid by Check # 609424		07/10/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	387.44
15853 - Carson City Landfill	10054392	228079	Paid by Check # 609424		07/10/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	468.64
15853 - Carson City Landfill	10054663	228079	Paid by Check # 609424		07/11/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	421.08
15853 - Carson City Landfill	10054682	228079	Paid by Check # 609424		07/11/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	403.68
15853 - Carson City Landfill	10054958	228079	Paid by Check # 609424		07/12/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	371.78
15853 - Carson City Landfill	10054990	228079	Paid by Check # 609424		07/12/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	459.36
15853 - Carson City Landfill	10055578	228079	Paid by Check # 609424		07/15/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	477.92
15853 - Carson City Landfill	10055643	228079	Paid by Check # 609424		07/15/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	707.02
15853 - Carson City Landfill	10055979	228079	Paid by Check # 609424		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	448.34
15853 - Carson City Landfill	10056240	228079	Paid by Check # 609424		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	388.02
15853 - Carson City Landfill	10056266	228079	Paid by Check # 609424		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	330.02
15853 - Carson City Landfill	10056301	228079	Paid by Check # 609424		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	397.88

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Accounts Payable by G/L Distribution Report

G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	10056600	228079	Paid by Check # 609424		07/18/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	368.88
15853 - Carson City Landfill	10056601	228079	Paid by Check # 609424		07/18/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	328.86
15853 - Carson City Landfill	10056624	228079	Paid by Check # 609424		07/18/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	419.92
15853 - Carson City Landfill	10056932	228079	Paid by Check # 609424		07/19/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	455.88
15853 - Carson City Landfill	10056938	228079	Paid by Check # 609424		07/19/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	379.90
15853 - Carson City Landfill	10057561	228079	Paid by Check # 609424		07/22/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	661.78
15853 - Carson City Landfill	10057849	228079	Paid by Check # 609424		07/23/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	430.36
15853 - Carson City Landfill	10058131	228079	Paid by Check # 609424		07/24/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	343.94
15853 - Carson City Landfill	10058150	228079	Paid by Check # 609424		07/24/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	381.64
15853 - Carson City Landfill	10058175	228079	Paid by Check # 609424		07/24/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	399.04
15853 - Carson City Landfill	10058427	228079	Paid by Check # 609424		07/25/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	320.74
15853 - Carson City Landfill	10058431	228079	Paid by Check # 609424		07/25/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	476.18
15853 - Carson City Landfill	10058462	228079	Paid by Check # 609424		07/25/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	392.66
15853 - Carson City Landfill	10058678	228079	Paid by Check # 609424		07/26/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	452.40
15853 - Carson City Landfill	10058679	228079	Paid by Check # 609424		07/26/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	368.30
15853 - Carson City Landfill	10059457	228079	Paid by Check # 609424		07/29/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	608.42
15853 - Carson City Landfill	10059789	228079	Paid by Check # 609424		07/30/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	476.76
15853 - Carson City Landfill	10060050	228079	Paid by Check # 609424		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	407.16
15853 - Carson City Landfill	10060085	228079	Paid by Check # 609424		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	382.22
15853 - Carson City Landfill	10060096	228079	Paid by Check # 609424		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	374.10
9016 - Douglas Disposal Inc	40990612 7/13	40990612	Paid by Check # 609456		08/01/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	2,520.51
Account 520.197 - Landfill Expense Totals Invoice Transactions 45										
<u>\$21,501.01</u>										

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G/L Date Range 08/01/13 - 08/31/13

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Vendor Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 521.135 - Legal-Collection Cost										
12997 - Do Co Procurement Program	7-13 NICHOLSON	G'VILLE	Paid by Check # 609448		07/27/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	14.00
Account 521.135 - Legal-Collection Cost Totals										\$14.00
Account 521.140 - Physicals 330 - Barton Memorial Hospital HR 7/13										
		PHYSICALS	Paid by Check # 609695		07/31/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	75.00
Account 521.140 - Physicals Totals										\$75.00
Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC										
	CFS0687290	8308	Paid by Check # 608933		07/15/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	1,692.76
	CFS0694235	8308	Paid by Check # 609471		07/31/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	2,013.46
Account 532.003 - Gas & Oil Totals										\$3,706.22
Account 532.028 - Uniforms 4287 - Red Wing Shoe Store										
	66000003568	G'VILLE	Paid by Check # 609028		07/09/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	87.50
	LREN828840	000330	Paid by Check # 609393		07/02/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.35
	LREN831250	000330	Paid by Check # 609393		07/09/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.34
	LREN833580	000330	Paid by Check # 609393		07/16/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.35
	LREN835895	000330	Paid by Check # 609393		07/23/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.34
	LREN838165	000330	Paid by Check # 609393		07/30/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	4.35
Account 532.028 - Uniforms Totals										\$109.23
Account 533.800 - Office Supplies 9064 - R & S Optimum Offset 13-7091										
		G'VILLE	Paid by Check # 609024		07/16/2013	08/02/2013	08/02/2013	08/02/2013	08/02/2013	371.00
	4745044	296958	Paid by Check # 609383		07/17/2013	08/16/2013	08/16/2013	08/16/2013	08/16/2013	90.74
Account 533.800 - Office Supplies Totals 12997 - Do Co Procurement Program 7-13 LOUTHAN G'VILLE										
	6887	G'VILLE	Paid by Check # 609748		08/12/2013	08/23/2013	08/23/2013	08/23/2013	08/23/2013	26.93
Account 533.800 - Office Supplies Totals										\$544.73
Department 925 - Health & Sanitation Totals										\$28,985.63
Fund 611 - Gardnerville Health & San Totals										\$28,985.63
Grand Totals										\$58,598.81

* = Prior Fiscal Year Activity

3-10



Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event application for Carson Valley Sertoma Oktoberfest, September 22, 2013 from 12:00 p.m. to 4:30 p.m.

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

3. **Department: Administration**

Prepared by: Tom Dallaire

4. **Meeting Date:** September 3, 2013 **Time Requested:** N/A

5. **Agenda:** Consent Administrative

Background Information: See attached.

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

7. **Board Action:**

Approved

Denied

Approved with Modifications

Continued

**TED THRAN, CLERK-TREASURER
OUTDOOR FESTIVAL ENTERTAINMENT EVENT
APPROVAL FORM
775 782-9014
FAX 775-782-9016**

DATE: AUGUST 19, 2013
FROM: TED THRAN, CLERK-TREASURER
SUBJ: OUTDOOR FESTIVAL ENTERTAINMENT EVENT APPLICATION

Enclosed please find an application for an **Outdoor Festival Entertainment Event** submitted by the **Carson Valley Sertoma Service Club**.

The event is the **Carson Valley Sertoma Oktoberfest**, scheduled for **September 22, 2013** from 12 noon – 4:30 p.m., to be held in at Heritage Park, Gardnerville, Nevada.

Please review the application(s), **print this page**, and return your signed response to Carol A. McCulloch, in Ted Thran's Office no later than **THURSDAY, AUGUST 22, 2013**. **PLEASE RUSH!**
THIS ITEM IS SCHEDULED FOR THE SEPTEMBER 5, 2013
COMMISSIONER AGENDA.

Thank you, in advance, for your cooperation!

(please do not detach)

DATE: _____

APPROVE: YES _____ NO _____

DEPOSIT RECOMMENDED: YES _____ NO _____; if yes, amount \$ _____

COMMENTS/CONDITIONS: _____

SIGNED: _____

PRINT NAME & TITLE: _____

OUTDOOR FESTIVAL LICENSE APPLICATION

Application Date: 8/14/13 Date(s) of Event: Sept 22 2013

Name of Event: CARSON VALLEY SEPTOMA OKTOBERFEST

Location of Event: HERITAGE PARK - RANDOLPHVILLE NV
(Address or Legal Description)

Applicant's name: CARSON VALLEY SEPTOMA (SERVICE CLUB)

Contact's name: Jim Woods - CHAIRMAN
(If different than applicant)

Mailing address: 1216 MANHATTAN WY RANDOLPHVILLE NV 89460
Street or P.O. Box City State Zip Code

Physical address (If different): Same
Street City State Zip Code

Phone #(s): _____ (Business) 715-3914 (Home) 710-7009 (Cell)

Is the applicant a(n): Corporation Partnership Individual Other
501(c)3

If corporation or partnership, please list corporate officers or partners:

Name	Address	Title
<u>PAT CARDINALI</u>	<u>Pres.</u>	
<u>MARTHA VOSS</u>	<u>Pres Elect</u>	
<u>Jenny Humphries</u>	<u>SEC.</u>	
<u>Peggy Forick</u>	<u>TRES.</u>	

Description of Event: OKTOBERFEST FUND RAISING EVENT. DANCING (POLKA) FOOD - BEER/WINE SALES, CRAFT VENDOR FAIR (130)

Hours of operation: 12 noon - 4:30 PM

What is the name of the designated event representative that will be on-site during the event and who has authority to bind the applicant? Jim Woods CHAIRMAN

Will an admission fee be charged for your event? Yes No If yes, \$ amount: _____

When will fee be collected? Pre-sales At entrance
* CRAFT VENDORS

List approximate number of participants: 400

List approximate number of spectators: 11

List expected peak number of spectators: 150

Will alcoholic beverages be served? Yes No
(all liquor vendors must be individually licensed with Douglas County Sheriff's Office)

Will food and/or beverages be served? Yes No
(all concessionaires must be licensed and operate under a valid health department permit pursuant to NRS chapter 446.)

Will there be live music? Yes No
- If Yes, Name of Performer(s) KRUBER FAMILY BAND Type of Music Polka

Name of Insurer: LEGION COMPANIES

* Limits of liability: _____

Address of Insurer: 444 W. 47th ST #900 KANSAS CITY MO 64111
Street City State Zip code

* Policy number: _____

* NATIONAL ACCOUNT TO BE RENEWED Sept 13th. COPY TO FOLLOW

I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the permit. The filing of the application does not authorize the conducting of any business for which a permit is required, and any carrying on of such business before a permit is issued may also be grounds for denial of a permit.

[Signature] - chairman
Signature of Applicant

8-16-13
Date

Carson Jacey Sertone
Name of Applicant

Jim.Woods@Cotantex.net
Contact Email Address

**CERTIFICATE OF
INSURANCE
TO BE ISSUED THE
BEGINNING OF
SEPTEMBER 2013
BEFORE THE EVENT**

FESTIVAL PLANS:

(MUST BE COMPLETED - ATTACH ADDITIONAL PAGES IF NECESSARY)

Detailed explanation of the applicant's plans to provide law enforcement protection; water facilities; food concessions; toilet facilities; trash cans and litter; medical facilities; fire protection; parking areas, access and parking control; maintenance of a headquarters or providing contact information; if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; and what provisions shall be made for numbers of spectators in excess of the estimate. Applicant may submit a plot plan showing arrangement of the facilities including those for parking, egress and ingress shall be submitted with the application. (§ 5.12.040)

Describe law enforcement protection plan (§ 5.12.120(A))

ALL CLUB MEMBERS (4-25) WILL PATROL THE FESTIVAL, WITH NOTICE TO DC SO VIA 911 FOR ANY SERIOUS SITUATIONS.

Describe plan for location and supply of water facilities (§ 5.12.120(B))

TOWN WATER PROVIDED TO DRINKING FOUNTAINS, HOSE BIBS & FIRE PROTECTION

Describe food concessions plan (§ 5.12.120(C))

COOKING/SERVING OF FOOD BY CLUB MEMBERS WITH COMPLIANCE TO ST OF NV HEALTH DEPT RULES. HEALTH DEPT. PERMIT WILL BE DISPLAYED

Describe toilet facilities plan (§ 5.12.120(D))

PUBLIC RESTROOM ON SITE

Describe trash cans and litter plan (§ 5.12.120(E))

2-3 TRASH DUMPSTERS PROVIDED BY TOWN OF GARDNERVILLE. 10-15 INDIV. TRASH CANS PROVIDED BY SERTOMA -

Describe medical facilities plan (§ 5.12.120(F))

MINOR FIRST AID VIA FIRST AID KITS ON SITE
911 EMER. CALL FOR ANY SERIOUS EVENT
CHAIRMAN HAS 1st AID/CPR CERTIFICATIONS.

Describe fire protection plan (§ 5.12.120(G))

PUBLIC FIRE HYDRANTS - EAST FORK FIRE VIA 911

Describe parking areas, access and parking control plan (§ 5.12.120(H))

PUBLIC PARKING AT HERITAGE PARK WILL BE USED.
PARKING OF PRIVATE PROPERTY WILL BE BY PERMISSION
BY OWNER (INSURANCE COVERAGE WILL BE PROVIDED)

Describe location of on-site headquarters or contact information (§ 5.12.120(J))

THE TICKET SALES BOOTH WILL SERVE AS EVENT
HEADQUARTERS - AS CHAIRMAN I AM IN CHARGE
OF ALL FUNCTIONS & ON CELL (715-720-7009) TO COMMUNICATE

Describe illumination plan (§ 5.12.120(K))

STREET & PARK LIGHTING BY TOWN OF GARDNERVILLE.

Describe overnight camping facilities plan (§ 5.12.120(L))

NOT ALLOWED

Describe communication system plan (§ 5.12.120(Q))

PA SYSTEM WILL BE VIA THE BAND SOUND SYSTEM

What provisions will be made for numbers of spectators in excess of the estimate (§ 5.12.040)

THE ATTENDEE COUNT IS 400 DURING THE EVENT.
WE ESTIMATE 400+ ATTENDEES TOTAL WITH
150-200 BEING CONTINUOUS DURING THE EVENT

Attach a plot plan showing arrangement of the facilities including those for parking, egress and ingress. (§ 5.12.040)

(Attached)



JIM GIBBONS
Governor

THOMAS R. SHEETS
Chair, Nevada Tax Commission

DINO DICIANNO
Executive Director

STATE OF NEVADA
DEPARTMENT OF TAXATION

Web Site: <http://tax.state.nv.us>
1660 College Parkway, Suite 115
Carson City, Nevada 89705-7937
Phone: (775) 684-2000 Fax: (775) 684-2020

LAS VEGAS OFFICE
Grant Sawyer Office Building, Suite 1300
555 E. Washington Avenue
Las Vegas, Nevada, 89101
Phone: (702) 486-2300 Fax: (702) 486-2373

RENO OFFICE
4600 Klotzke Lane
Building L, Suite 235
Reno, Nevada 89502
Phone: (775) 688-1295
Fax: (775) 688-1303

HENDERSON OFFICE
2550 Paseo Verde Parkway Suite 180
Henderson, Nevada 89074
Phone: (702) 486-2300
Fax: (702) 486-3377

June 30, 2007

Account Number: RCE-002-483

Exp date: June 30, 2012 ←

CARSON VALLEY SERTOMA
PO BOX 1546
MINDEN NV 89423

Pursuant to NRS 372.326 and related statutes, CARSON VALLEY SERTOMA has been granted sales/use tax exempt status as a charitable organization. Direct purchases of tangible personal property made by CARSON VALLEY SERTOMA are exempt from sales/use tax. Fraudulent use of this exemption letter is a violation of Nevada law.

Vendors selling tangible personal property to CARSON VALLEY SERTOMA are authorized to sell to them tax exempt. The vendor shall account for the exempt sale on its sales/use tax return under exemptions. For audit purposes, a vendor must have a copy of this letter in order to document the transaction was tax exempt.

This letter only applies to Nevada sales/use tax and does not provide exemption from any other tax.

This exemption applies only to the above named organization and is not extended to individuals, or contractors or lessors to or for such organizations.

Any vendor having questions concerning the use of this sales/use tax exemption letter may contact the Department at one of the district offices listed above.

If, upon further or future review by the Department, it is determined the above named organization does not meet or no longer meets the criteria outlined in NRS 372.348, this letter of exemption will be revoked.

Sincerely,

Dino DiCianno
Executive Director

CONTRIBUTORS & INVESTORS LIST

Please list anyone who has contributed, invested or who has a financial interest greater than \$500.
Use additional sheets if necessary.

Name

Address

None

PROPERTY OWNER AFFIDAVIT

STATE OF NEVADA)
) SS:
COUNTY OF DOUGLAS)

I, TOWN OF HENDERVILLE being duly sworn, depose, and say that I am an owner* of property involved in this application, that the applicant has my full permission to use the property and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief.

Location of Event: HERITAGE PARK
Address or Legal Description

Signed Paul Smith

Subscribed and sworn to before me this 15th day of August, 2013.

*Owner refers to the following. Please mark the appropriate box.

- OWNER/JOINT OWNER
CORPORATE OFFICER/PARTNER
POWER OF ATTORNEY (Provide copy of Power of Attorney)
AGENT (Notarized letter from property owner giving legal authority to agent)
LETTER FROM GOVERNMENT AGENCY WITH STEWARDSHIP

Douglas County Clerk's Office

~OR~

Notary Public in and for said county and state

My commission expires:

**INSURANCE, HOLD HARMLESS & INDEMNIFICATION REQUIREMENTS
FOR AN OUTDOOR FESTIVAL LICENSE APPLICATION**

Pursuant to Douglas County Code §5.12, any applicant for a Douglas County Outdoor Festival license must ensure the following requirements are met to the satisfaction of Douglas County before the Outdoor Festival license may be issued.

INDEMNIFICATION & HOLD HARMLESS

As respects acts, errors or omissions relating to the event, APPLICANT agrees to indemnify and hold harmless COUNTY, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, liability or consequential damages of any kind or nature arising directly or indirectly out of the event or any activity leading up to, during, or following the event, excepting those which arise out of the sole negligence of the COUNTY. APPLICANT further agrees to defend COUNTY and assume all costs, expenses and liabilities of any nature to which COUNTY may be subjected as a result of any claim, demand, action or cause of action arising out of the negligent acts, errors or omissions of APPLICANT or its agents concerning the event.

INSURANCE REQUIREMENTS

COUNTY requires that APPLICANT purchase General Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the event by APPLICANT, its agents, representatives, or employees. The cost of all such insurance shall be borne by APPLICANT. APPLICANT shall maintain coverage and limits of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage (\$2,000,000 for high risk events).

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY prior to the event. COUNTY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles and self insured retention and prior to issuing the license. The COUNTY prior to the change taking effect must approve any changes to the deductibles or self-insured retentions.

APPLICANT shall provide COUNTY with a certificate of insurance that identifies COUNTY, its officers, agents, employees and volunteers as additional insured's.

NOTE: A certificate of insurance complying with the provisions stated above is not required with the Outdoor Festival license application, but must be furnished prior to the issuance of the license.

I hereby agree to the all of the provisions stated above:

OKTOBERFEST
Name of Event

Sept 22-2013
Date of Event

Sue Woods
Applicant's name (printed)

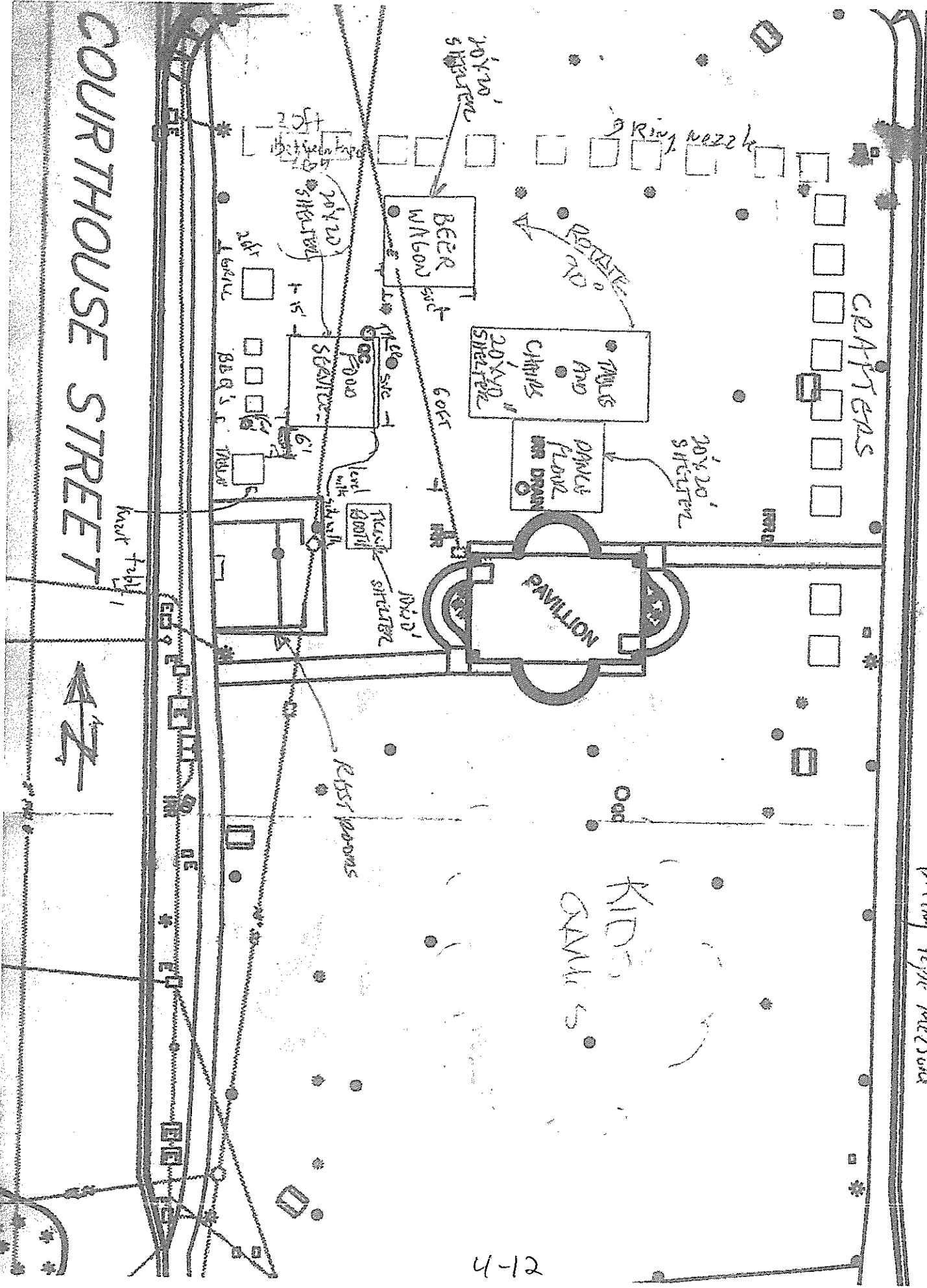
[Signature]
Applicant's signature

8/16/13
Date

~~Power box level 11 Need keys?~~

bring tape measure

COURTHOUSE STREET



KIDS
GAMES

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not for Possible Action.** Discussion on the Main Street Program Manager's Monthly Report of activities for August 2013. (approximately 5 minutes)

Funds Available: Yes N/A

2. Department: Main Street Program

Prepared by: Paula Lochridge

Presented by Dorette Caldana, President of the Main Street Gardnerville Board of Directors

3. Meeting Date: September 3, 2013 Time Requested: 5 minutes

4. Agenda: Consent Administrative

5. Background Information: See attached

6. Other Agency Review of Action: N/A

7. Board Action:

Approved

Approved with Modifications

Denied

Continued



Main Street Gardnerville's Report for August Activities Gardnerville Town Board Meeting, September 3, 2013

- **Revolving Loan Fund** update:
 - Our USDA RBEG grant cannot be extended again so if we do not loan out the remaining \$26,000 by September 30, 2013, the remaining funds will be de-obligated. (This does not affect the almost \$22,000 in loan payments that we have "revolved" back into our Wells Fargo Account.) We do have an application that was submitted to our loan liaison the week of August 19th for possible approval and awarding of remaining grant funds.
- Paperwork has been submitted to the State of Nevada Department of Taxation requesting renewal of our **Tax Exempt Status** which expires on November 7, 2013.
- Working with legal counsel to finalize plans for a **collections policy** and procedure to collect outstanding debts owed to Main Street Gardnerville.
- We will begin holding **Volunteer Orientations** every quarter with our first one scheduled for October 22nd, 6 – 7 pm.
- **Worth Borda Flower Donations:** 17 baskets have been sponsored in Worth Borda's memory. We will have at least one of those baskets carried over for next year's season... possibly more as more donations still come in.
- Our **August wine walk** was successful with nearly 300 people joining us (which is about average for the month of August) and approximately 100 of those were new to the event.
- Plans are underway for our 3rd Annual **Holiday Shopping Bazaar** Fundraising event, November 9, 2013. 11 am – 4 pm at St. Gall.
 - Over 40 vendors
 - Raffle & Silent Auction

Upcoming events and dates:

- Monthly Morning Coffee Meeting, September 3rd, 8:30-9:30 am.
- FINAL Thirsty Third Thursday Wine Walk of the 2013 season, September 19th
- Old Town Days, September 14th & 15th

- Monthly Morning Coffee Meeting, Tuesday, October 1st, at 8:30 am
 - During this meeting we will focus on the 2013 Wine Walk Season and plan for 2014
- Promotions Committee Meeting, Wednesday, October 2nd, at 5:15 pm
 - During this meeting we will focus on the 2013 Wine Walk Season and plan for 2014
- Fall Harvest Celebration, Heritage Park Gardens on October 5th
- Cash Mobs will resume in October, Saturday, October 5th
- DCHS Haunted Weekend, October 17-20
- 3rd Annual Holiday Shopping Bazaar, November 9th, 11 am – 4 pm

Thank you so much for your continued support of the Main Street Gardnerville Program!



Paula Lochridge
Program Manager
Main Street Gardnerville

Thirsty Third Thursdays

Wine Walks



Walk the Main Street District and see what you've been missing!



Featured wines will be poured by some of our participating businesses this season:

May 16th

Napa Valley/Sonoma County

June 20th

Columbia Gorge – Washington/Oregon

July 18th

Central Coast – Paso Robles/Cambria

August 15th

Australia/New Zealand

September 19th

Northern NV/Northern CA Churchill/
El Dorado/Nevada City

Money raised will help fund the revitalization efforts in the Main Street District

Cost: \$5 for a Commemorative Wine Glass then just \$10 to register at each wine walk. This year's wine glass can be used at ALL future wine walks

Two Registration Booths located at Town of Gardnerville Offices, 1407 Main Street

**Stratton Center North near Big Daddy's Bike Shop, 1546 Hwy 395
Registration Booths open**

**4:30–7:00 pm on each day of event .
Wine walk ends at 7:30 pm.**



MainStreetGardnerville.org

775.782.8927



ID Cards will be checked so please bring one with you. Please drink responsibly.

All registered wine walkers will be entered into monthly drawings to win Gift Certificates and VIP passes to future wine walks.

Main Street Gardnerville is a nonprofit corporation and an equal opportunity provider.



Press Release: Main Street Gardnerville's "Holiday Shopping Bazaar"

Release Date: Immediately as of **August 26, 2013**

Contact: Paula Lochridge, Program Manager

Phone: 775.782.8027

E-Mail: plochridge@mainstreetgardnerville.org

Vendors Needed for Main Street Gardnerville's 3rd Annual "Holiday Shopping Bazaar" Fundraiser, Saturday, Nov. 9, 2013



Main Street Gardnerville is seeking vendors for the 3rd Annual "Holiday Shopping Bazaar" Fundraising Event, Saturday, November 9, 2013. The event will be held, once again, at St. Gall's Pastoral Center, 1343 Centerville Lane in Gardnerville, 11 am – 4 pm. The cost for vendor space is \$50. Vendor space is limited. The deadline to reserve a space is Friday, Oct. 25th.

For registration/Information, visit us on our website at www.MainStreetGardnerville.org (go to events page), call us 775-782-8027 or email us at plochridge@mainstreetgardnerville.org.

Money raised will benefit the Main Street Gardnerville program and the various volunteer-managed events and projects that help with the revitalization efforts of the Main Street District. Main Street Gardnerville is a 501 (c) 6 corporation and an equal opportunity provider.



Main Street Gardnerville
Ph: 775.782.8027 1407 Main Street (Hwy 395 N), Gardnerville, NV 89410 Fax: 775.782.7135
www.mainstreetgardnerville.org
Main Street Gardnerville is an equal opportunity provider.



3rd Annual Fundraising Event

Holiday Shopping Bazaar

Saturday, November 9th, 11 am - 4 pm

at St. Gall Church, 1343 Centerville Lane in Gardnerville

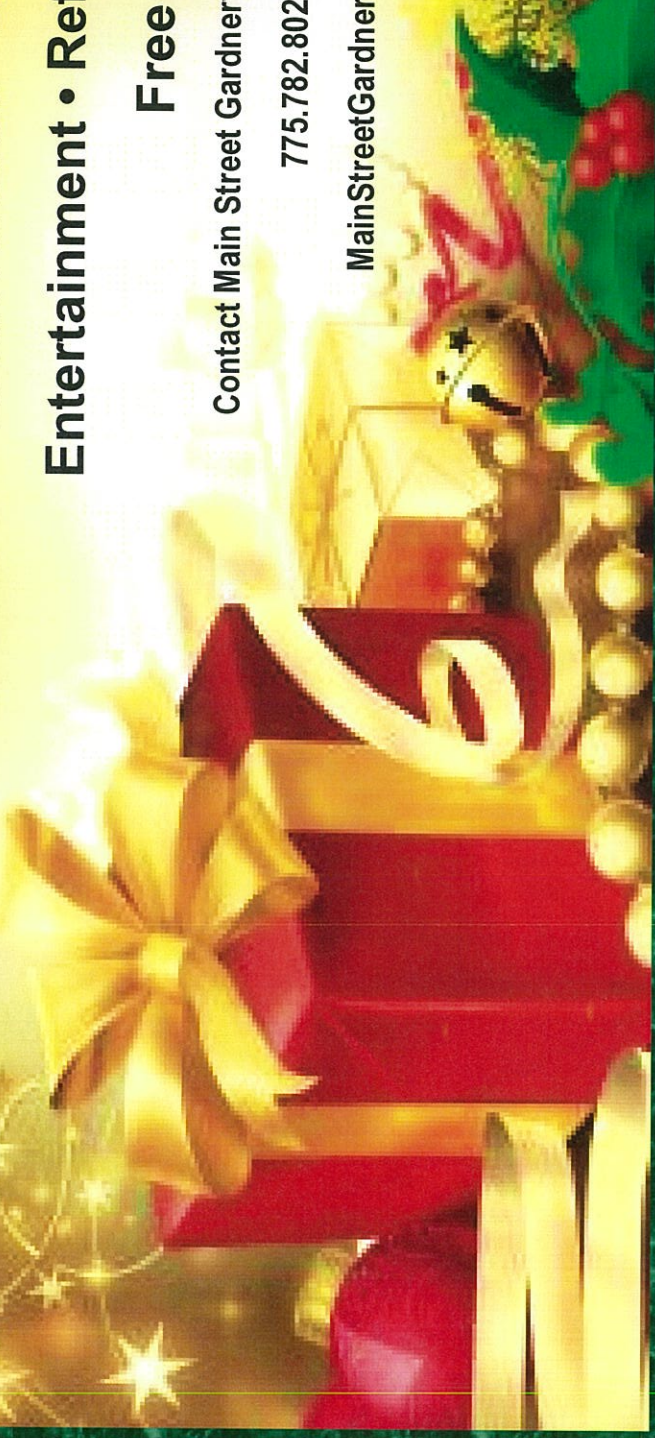
Over 40 Vendors Under One Roof • Silent Auction • Raffle Prizes
Entertainment • Refreshments

Free Admission

Contact Main Street Gardnerville for more info:

775.782.8027

MainStreetGardnerville.org





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

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

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

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

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

Gardnerville Town Board

AGENDA ACTION SHEET

- 1. For Possible Action: Discussion on approval of reclassification of the Engineering Technician position (pay grade 39) to a Civil Engineer I, and modify the 2013/2014 budget by decreasing the professional engineering account by \$2,400 which will be used to increase the salaries account to fund the upgraded position of Civil Engineer 1 (pay grade 48), with public comment prior to board action.**
- 2. Recommended Motion:** Approve staff request to reclassify the Engineering Technician position to a Civil Engineer I position and modify the towns budget 2013/14 budget by reducing the professional engineering line item by \$2,400 and increasing the salaries line by said amount.

Funds Available: Yes N/A **Amount: \$2,400**
Fund Name: Professional Services to Salaries Account #610-926-510-000

3. Department: Administration

Prepared by: Tom Dallaire

4. Meeting Date: September 3, 2013 Time Requested: 5 minutes

5. Agenda: Consent Administrative

6. Background Information: The Town Board approved the 2013/14 budget which included the salary and benefits for the Engineering Technician position. This position is now vacant and town staff is requesting to reclassify the vacant position to a Civil Engineer I. The Civil Engineer I position better quantifies the tasks that the previous engineering technician performed for the town and is critical to the ongoing management of new and existing projects. The FY 2013/14 budget is balanced with the vacant Engineering Tech position and postponing hiring of the Civil Engineer I until October, 2013. Approval of this reclassification will reduce the actual fiscal year costs in benefits and increase the salaries by \$2,400 over what was previously budgeted. \$47,690 in salary and \$24,845 in benefits for this new position, with a hire date of October 1st, would require \$47,420 in salary and \$21,900 in benefits, generating a difference in what has been paid out of salaries and benefits to date to require an additional \$2,400 in funds to balance the FY 2013/14 budget.

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

8. Board Action:

Approved Approved with Modifications
 Denied Continued

Douglas County Board of Commissioners

AGENDA ACTION SHEET

1. **Title:** For possible action. Discussion on approval of the Town of Gardnerville (Town) reclassification of the Engineering Technician position (pay grade 39) to a Civil Engineer I, and modify the 2013/2014 budget by decreasing the professional engineering account by \$2,400 which will be used to increase the salaries account to fund the upgraded position of Civil Engineer 1 (pay grade 48).

2. **Recommended Motion:** Approve the Town of Gardnerville's request to reclassify the Engineering Technician position to a Civil Engineer I position and increase the salaries line item by \$2,400.

3. **Funds Available:** Yes **Amount:** \$2,400

Fund Name: Town of Gardnerville **Account #:** 610-926-510-000

4. **Prepared by:** Tom Dallaire, Town Manager, Town of Gardnerville

5. **Meeting Date:** September 5, 2013 **Time Required:** 5 minutes

6. **Agenda:** Administrative

7. **Background Information:** The Board of County Commissioners approved the Towns' 2013/14 budget which included the salary and benefits for the Engineer Technician position. This position is now vacant and town staff is requesting to reclassify the vacant position to a Civil Engineer I. The Civil Engineer I position better quantifies the tasks that the previous engineering technician performed for the Town and is critical to the ongoing management of new and existing projects. The FY 2013/14 budget is balanced with the vacant Engineering Tech position and postponing hiring of the Civil Engineer I until October, 2013. Approval of this reclassification will reduce the actual fiscal year costs in benefits and increase the salaries by \$2,400 over what was previously budgeted. \$47,690 in salary and \$24,845 in benefits for this new position, with a hire date of October 1st, would require \$47,420 in salary and \$21,900 in benefits, generating a difference in what has been paid out of salaries and benefits to date to require an additional \$2,400 in funds to balance the FY 2013/14 budget.

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

9. **Reviewed by:**

_____ Department Head _____ District Attorney

_____ County Manager _____ Other

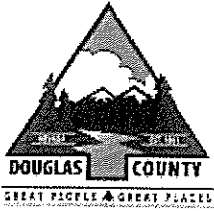
10. **Commission Action:**

_____ Approved _____ Approved with Modifications

_____ Denied _____ Deferred

_____ Other

Agenda Item # _____

EXISTING POSITION**Engineering Technician**

Bargaining Unit: Douglas County Employees
Association

Class Code:
2030

DOUGLAS COUNTY (NV)
Established Date: Sep 1, 2008
Revision Date: Jul 22, 2013

SALARY RANGE

\$19.99 - \$27.18 Hourly
\$3,464.93 - \$4,711.20 Monthly
\$41,579.20 - \$56,534.40 Annually

FLSA:

Non-Exempt

SUMMARY:

Performs the full range of moderately complex tasks of drafting, surveying, and field testing for county roads and capital improvement projects; makes engineering computations, layouts and lettering, and prepares engineering drawings, maps and charts; provides technical/engineering support to the general public and County employees on a daily basis.

ESSENTIAL FUNCTIONS

Assists the general public, customers, and/or county employees in person, by telephone and/or e-mail answering inquiries related to department services, development and permit questions, and site development issues; may be required to act as Engineer on Duty; receives complaints and attempts to resolve them; explains rules, policies, and procedures; researches questions, when appropriate, to provide accurate information; resolves issues and/or directs customers to the appropriate department for resolution;

Serves as a Party Chief on a field survey crew measuring distance using surveyor's chain and plumb bob, level and theodolite; sets appropriate markers including stakes, hubs and lathe at designated points with the required information on the markers indicating the types of points set; uses a level rod to give sights to obtain elevations of points for profiles, and to measure distance and elevations.

Assists a professional engineer with design of construction projects including streets, storm drains, water and sewer lines and other county engineering projects; prepares graphic aids, correspondence, and other reports; keeps daily log books for projects; prepares visual aids for public presentations; reviews and assists engineering staff in preparing utility connection permits, encroachment permits, and site improvement permits.

Estimates time, quantity and cost of construction projects including streets, storm drains, traffic control devices and other county engineering projects; confers with and assists the public, utility company and private contractors, responding to inquiries on various projects during the planning, design and construction phases.

6-3

Prepares preliminary and final construction drawings/designs for storm drains, water, sewer, right-of-way and other utility improvements using field notes, data files, maps, drawings, plotting profiles, and cross sections; performs design drafting by utilizing CAD (Computer Aided Design).

Performs field investigations and collects field data including traffic counts. May also perform field inspections of construction projects, encroachment permits, and commercial buildings.

Maintains mylars in an up-to-status reflecting lot splits, subdivisions and road locations; maintains and updates computer database regarding all permits and project submittals; prepares files for all site improvement permits and design reviews.

Takes a multiple number of reduced copies of development maps and transfers the development data to right-of-way maps reflecting right-of-way width and locations of right-of-way;

Performs a variety of other clerical duties including data entry, copying and assembling materials, answering phones, faxing documents, collecting and recording monies, preparing reports, and other related tasks; may be responsible for training other department employees on the use of department-related equipment and software.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High School Diploma, or equivalent, and two (2) years experience in a technical engineering field including field inspection of construction techniques and materials, supplemented by courses in algebra, geometry, trigonometry and computer-aided drafting, mechanical drawing, or other related office work; Associate's Degree in an engineering-related field preferred.

LANGUAGE SKILLS

Ability to read, analyze, and interpret blueprints, engineering periodicals, professional journals, technical procedures, or governmental regulations; write reports and business correspondence; effectively present information and respond to questions from groups, contractors and employees of the County.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry; apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where standardization exists; ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

6-4

OTHER KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of basic engineering and drafting equipment, tools and instruments, and standard surveying practices and note taking; engineering mathematics, surveying, engineering principles, and survey mathematical and other general civil engineering information; methods, materials and equipment used in community development facilities construction.

Ability to perform complex drafting, compute or otherwise process engineering data using specified formulas and procedures; read and interpret graphic data, blueprints, engineering plans and construction specifications and maps; extract engineering data from various sources; develop and prepare engineering and related reports; estimate quantities, costs and other requirements of standard engineering projects; explain standard departmental policy and procedures to contractors and the general public; make complex engineering computations and reduce, interpret and apply field notes in performance of drafting duties.

Proficiency in drafting techniques including the use of C. A. D. software, an intermediate proficiency level utilizing Microsoft Office applications including Excel, Access, PowerPoint, Word, and Outlook, and the ability to operate other standard office equipment, including scanning equipment and programs, telephones, calculators, copiers, FAX machines, etc.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Driver's License with an acceptable driving record within 30 days of employment.

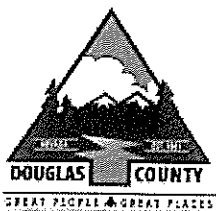
PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and drive; use hands to finger, handle, or feel; reach with hands and arms; talk and hear. The employee occasionally is required to climb, balance and stoop, kneel, crouch, or crawl and must frequently lift and/or carry up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORKING ENVIRONMENT

Work is performed in an office environment where the physical demands require sitting for extended periods of time; frequent use of computers and standard office equipment; may travel to construction sites; may work under stress of deadlines.

PROPOSED POSITION**Civil Engineer I**

Bargaining Unit: Douglas County Employees
Association

Class Code:
1560

DOUGLAS COUNTY (NV)
Established Date: Feb 1, 2011
Revision Date: Jul 22, 2013

SALARY RANGE

\$24.97 - \$33.94 Hourly
\$4,328.13 - \$5,882.93 Monthly
\$51,937.60 - \$70,595.20 Annually

FLSA:

Non-Exempt

SUMMARY:

Under general supervision of a professional engineer, performs the full range of tasks including design, drafting, technical engineering support, and fieldwork. The employee reports to the County Engineer, but may also receive program direction from a Professional Civil Engineer.

ESSENTIAL FUNCTIONS

Assists professional engineers in performing the more difficult civil engineering assignments, including assistance with resolution of design and construction problems, design review, regulatory compliance, and mentoring of technical support staff.

Under the direction of a registered professional engineer, assists with the preparation of preliminary and final designs for roadway, drainage, erosion control, water, wastewater, solid waste, recycling, and other infrastructure projects.

Under the direction of a registered professional engineer, prepares construction drawings, specifications, contract documents, and construction cost estimates.

Reviews land development projects, including construction plans and specifications associated with subdivision maps and building permits. Ensures compliance with applicable federal, state and local standards, ordinances, codes, policies, and design criteria. Coordinates review with outside consultants, unincorporated towns, general improvement districts, public or private sewer and water districts, state and federal agencies, local builders, and land owners.

Performs field inspections and construction management. Performs walk through inspections with contractor, prepares correction punch lists, and performs final inspection on capitol construction projects.

Processes land acquisitions, annexations, and abandonment of public lands.

Fosters teamwork and cooperation with other divisions, departments, agencies, and stakeholders.

6-6

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor's Degree in Civil Engineering, or other closely related field; or an equivalent combination of education and experience that could provide the required knowledge, skills, and abilities.

LANGUAGE SKILLS

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents; respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community; write speeches and articles for publication that conform to prescribed style and format; effectively present information to top management, public groups, employees, vendors, and/or boards of commissioners.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference; apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions; interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

OTHER KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of engineering mathematics including calculus, algebra, geometry and trigonometry, and knowledge of engineering fundamentals including hydraulics, hydrology, structures, soils, transportation, surveying and construction materials.

Ability to perform semi-skilled to more complex design and drafting using AutoCad, or comparable software; compute or otherwise process technical engineering data using specified formulas and procedures; read and interpret graphic data, blueprints, engineering plans, construction specifications, and maps; extract data from various sources. Assist professional engineers in the preparation of reports, quantities and costs; explain standard departmental policies and procedures to contractors; demonstrate effective interpersonal relationships in bringing people together to solve problems.

Beginning to intermediate proficiency level utilizing Microsoft Office applications including Excel, Access, PowerPoint, Word, and Outlook, and the ability to operate other standard office equipment, including telephones, calculators, copiers, FAX machines, etc. is required.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Driver's License with acceptable driving record; Engineering Intern (EI) Certificate

required within 6-months of hire..

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and drive; use hands to finger, handle, or feel; reach with hands and arms; talk and hear. The employee occasionally is required to climb, balance and stoop, kneel, crouch, or crawl and must frequently lift and/or carry up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORKING ENVIRONMENT

Work is performed in an office environment where the physical demands require sitting for extended periods of time; frequent use of computers and standard office equipment; may travel to construction sites; may work under stress of deadlines.

6-8

Personnel 13-14 - Engineering Position Comparison Gardnerville

Individual	Position	FTE	Yearly Hours	Weekly Hours	Hr Rate as of 6/30/12*	Hourly Rate with PERS reduction	Merit Weeks	Salary	Health Insurance	Retirement	Workers Comp	Unemploy	Medicare	Oasdi	Total Benefits	Total Salary and Benefits
Vacant	Engineering Technician	1.000	2080	40	\$22.43	\$22.21	21	46,196.80	10,305.00	12,280.00	1,331.00	238.00	691.00	-	24,845.00	72,534.31
ENGINEER 1	Civil Engineer I	1.000	2080	40	\$29.09	\$28.80	36	59,904.00	10,305.00	16,280.00	1,331.00	316.00	917.00	-	29,149.00	92,370.76

		FTE Distribution:		
Vacant	Engineering Technician		610-921	610-926
ENGINEER 1	Civil Engineer I			611-925

With nine months to fill the position remaining in FY 2013/14

actual budget \$ 46,196.80 \$ 24,845.00

9 months remaining yr. \$ 44,928.00 \$ 21,861.75 66,789.75

spent so far this year \$ (3,669.00) \$ (1,290.00)

total funds needed \$ 2,400.20 \$ (1,693.25)

Engineering Cost Comparison

	Min Hrly	Min Annual	Max Hrly	Max Annual	min	max
Engineering Tech	\$ 19.99	\$ 41,579.20	\$ 27.18	\$ 56,534.40	(\$10,358.40)	(\$14,060.80)
Civil Engineer 1	\$ 24.97	\$ 51,937.60	\$ 33.94	\$ 70,595.20	(4.98)	(6.76)
<i>* does not include the cost of Benefits</i>						
Contract services.	\$ 120.00 per hour		\$ 180.00 per hour			
	350 hour to Eng. Tech		314 hour to Eng. Tech			26-30 hrs / month
	432 Hours to Eng. I		392 Hours to Eng. I			32-36 hrs / month

Engineering tech: Cannot perform development project review of plans.

Drafts & designs plans for town projects.

We will look for a little background in GIS

Engineer I Can Perform Plan review of projects in Town

Designs and Drafts plans for Town projects

We will look for a little background in GIS

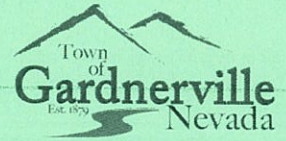
Does not have to be licenced but does need to have Engineer intern (EI).

Town of Gardnerville <Final Budget>

Account Number	Description	2014 Commissioner
Fund	610	Gardnerville Town
Department	926	Other Public Works
<u>Salaries & Wages</u>		
510.000	Salaries & Wages	\$218,751.00 + 2400
510.125	Salaries-Other	\$0.00
511.166	Sick Buyback	\$0.00
511.167	Vacation Payout	\$0.00
511.168	Vacation Buyback	\$0.00
511.169	Comp Payout	\$0.00
511.170	Overtime	\$4,000.00
511.171	Holidays	\$0.00
511.172	Comp Paid	\$0.00
511.173	Vacation	\$0.00
511.174	Sick	\$0.00
6111	Total Salaries & Wages	\$222,751.00
<u>Employee Benefits</u>		
511.180	Benefits	\$100,927.00 +0
511.181	Retirement	\$0.00
511.182	Pact Workers Comp	\$0.00
511.183	Group Insurance	\$0.00
511.184	Unemployment	\$0.00
511.186	Medicare	\$0.00
511.187	Uniform Allowance	\$0.00
511.188	Co. Dependent Insurance	\$0.00
511.195	Oasdi	\$0.00
	Total Employee Benefits	\$100,927.00
<u>Services & Supplies</u>		
520.017	Snow Removal	\$1,500.00
520.037	Weed Spraying	\$2,200.00
520.060	Postage/Po Box Rent	\$0.00
520.080	Insur.-Liability	\$8,900.00

Town of Gardnerville <Final Budget>

Account Number	Description	2014 Commissioner
Fund	610	Gardnerville Town
Department	926	Other Public Works
520.084	Replacement & Repair	\$9,500.00
520.089	Power	\$0.00
520.092	Heating	\$0.00
520.093	Utilities-Sewer	\$0.00
520.095	Street Lights	\$71,000.00
520.103	Maint Road	\$83,000.00
520.107	Maint Equip	\$1,500.00
520.116	Veh. Maint-Co Shop	\$3,000.00
520.136	Rents & Leases Equipment	\$0.00
520.141	Other Rents/Leases	\$0.00
520.155	Licensing	\$0.00
520.169	EMRB Assessment	\$50.00
520.170	Memberships	\$0.00
520.200	Training & Education	\$1,000.00
521.100	Professional Services	\$0.00
521.200	Engineering	\$21,000.00 → 2400
521.201	Engineering/Applicant Req	\$0.00
521.202	Engineering /Annex	\$0.00
521.500	Admin & Overhead	\$0.00
532.001	Op. Supplies	\$0.00
532.003	Gas & Oil	\$10,000.00
532.019	Storm Drain Maintenance	\$8,500.00
532.028	Uniforms	\$2,800.00
532.055	Books & Periodicals	\$0.00
532.116	Crack Seal Maintenance	\$15,000.00
533.802	Small Equipment	\$500.00
533.806	Software	\$0.00
533.817	Small Projects	\$0.00
Total: Services & Supplies		\$239,450.00



Gardnerville Town Board

AGENDA ACTION SHEET

- :
1. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for August 2013.

 2. **Recommended Motion:** No action required.
Funds Available: Yes N/A

 3. **Department:** Administration

Prepared by: Tom Dallaire

 4. **Meeting Date:** September 3, 2013 **Time Requested:** 5 minutes

 5. **Agenda:** Consent Administrative

Background Information: Presented at 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 Manager/Engineer's Monthly Report of activities for August 2013.

2. **Department: Administration**

Prepared by: Tom Dallaire

3. **Meeting Date:** September 3, 2013 **Time Requested:** 15 minutes

4. **Agenda:** Consent Administrative

Background Information: See attached report.

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

6. **Board Action:**

Approved

Approved with Modifications

Denied

Continued



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

Town Manager/Engineer's Monthly Report
September 2013 Board Meeting

- A. O'Reilly Auto Parts** – A minor design review was submitted to the office last week. They are going to replace the awning with a metal green one and paint the building in two tone tan/brown as indicated on the attached plan. I will provide an approval letter after the meeting to ensure there are not any objections.
- B. Nevada League of Cities Conference combined with NACO.** – The basket is ready to go. We did get several donations from the local merchants. We want to thank them for their support. The historical society gave us more books from their store to include. Carol did a great job on the card for the ornament. See attached. This is what the ornament will go in and then in an envelope we had printed. I did coordinate a bag of candy for the conference giveaway from the group of hosts. Those were ordered from the Chocolate Shoppe at the Raley's shopping center. Lynn, the owner, was wonderful to work with and had many great ideas.
- C. NDOT – County Bike Path plan:** Dirk, John Stevens and I along with the consultant, several members of the public and one TRPA rep discussed the County plan, updates to the plan and the consultants will provide recommendations on specific routes around the valley to have re striped, signed or marked as bike access routes. Bike parkways are on many of the downtown routes but need to be marked on the street or signed as such to inform the auto driver. The bike lanes can be provided now on some of the routes as the road is wide enough if the lanes are painted correctly at 10 to 12 feet wide. Once the report is complete this will come to the board for approval.
- D. Stodick Estates Street Sealing:** The work will be performed on Friday September 13th and 20th. They will close a portion of the subdivision down to work on the roads.
- E. Walmart:** is still working on those minor issues. The one pump had too much oil in it and was sent back for repair; the other pump had a cable and chain wrapped around the propeller and will be checked out when the other pump is installed. The contractor is still performing the maintenance on the area.
- F. New Beginnings:** Construction continues behind Heritage Bank. They are framing the building and working on the finished grading of the site. The pond has been planted and is looking good.
- G. Hellwinkel Channel:** Q1 board will be meeting about providing one more extension. The paperwork has been filed with them and Q1 staff is pleased with the progress. I will be meeting with Denny to discuss the progress and results of the new model for the design and flood analysis of the channel.



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

H. Eagle Gas: Worked on the presentation, site history research and gathered data on EV systems, funding options and partnering programs for systems installation. The Brownfield application was submitted to the state this month for the small 550 gallon used oil tank removal from the site. I met with Travis Johnson from NV energy onsite and throughout town for optional locations to install electric vehicle charging stations. There are many programs and options out there to get some stations installed in town.

I. NDOT Sidewalk and 756 parking: Staff tried to submit the plans. I need to color code the plans for re-submittal to NDOT.

J. Office Items:

- We had Impact place a concrete slab at the maintenance facility north of the old office for additional storage on site for the garbage bins so the front of the yard can be cleaned up.
- Working on parking analysis of the Southgate area. I did have a conversation with Martin Stahl about the project and he supports more parking. I still need to get more information I have requested from the county but have not had time to push for yet.
- Paperwork and documentation for Engineer I position on the BOCC meeting agenda for September.
- Attended a workshop for the I-11 intermountain west corridor partners meeting in Carson City. NDOT is still looking for route options to get from Vegas to Reno/Sparks area, plans for going north into Oregon and onto Canada. The interstate will extend across the United States from Mexico to Canada. One of the proposed routes is 395 through Gardnerville. We will continue to monitor the progress of the plan and its progress.
- Attended a workshop at NDOT. They were requesting from all the entities the GIS layers of the utilities within their right of way. For the town that would be storm drainage. I was going to discuss this further with the county GIS, but I do not see any reason to keep the information from them. Maybe they will realize how much of it is in the actual right of way. This is an effort to try to minimize change orders due to the information not being in the design drawings and during construction hitting other utilities and having change orders. The request seems reasonable.
- Attended the NDOT/County Bike workshop to get the lanes into Gardnerville marked and identified. Participated in selecting the priority projects. They were going to put together a survey people can take to provide input on the project. The plan will come out for review and I will provide that to the board at that time. It was interesting to note, the Centerville foothill to Pinenut was the chosen bike route, east/ west connection and getting a route from Dresslerville to 395 was top priority. As for trails, after the Martin Slough, the link from Stephanie to Carson was number one followed by the Ranchos to Waterloo. Some of the roads are wide enough to just have re-painted with the bike lane or shoulder; many more will need additional pavement width to make the bike lane a reality.
- I have been recruited to do a presentation at the Conference on "How can local governments continue to construct and maintain the infrastructure needed to provide services to their constituents with limited resources? "
So if any of you have any ideas on topics I can include, I do have a running list of things I will be putting in the presentation.

RECEIVED

AUG 20 2013

DOUGLAS COUNTY
COMMUNITY DEVELOPMENT



8-4



H I S T O R I C H E L L W I N K E L B A R N



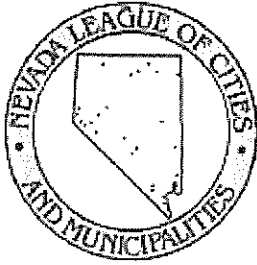
The Town of Gardnerville offers this ornament and keepsake as a reminder of the great time you will have at the conference and touring Douglas County. Thank you for attending the Nevada League of Cities and National Association of Counties Joint Conference sponsored by Douglas County, Town of Gardnerville, Gardnerville Ranchos GID and Indian Hills GID

Special Thanks to Becky Stockwell for the ornament artwork.

8-5



Believed to be built in 1920 by Arendt Jensen, the **Hellwinkel barn** is lodge pole construction, which is rare for barns within the Carson Valley, with a corrugated metal roof. The metal tin siding has a manufacture patent date stamp of 1915 which is still legible today. The barn is located next to the Ezell-McFanning Irrigation Ditch (Martin Slough), which was constructed by H.F. Dangberg in 1876. The ranch was purchased by Telge Hardy in 1942 so Emmett and Clarice (daughter) could operate the ranch for hay production and raise cows and horses from 1943 to the mid 60's. Roy and Edith Hellwinkel then purchased the property from her father in 1965 and they continued to use the ranch to raise livestock and produce hay. The southerly portion of the barn was used as birthing bays and feeding bays for the smaller animals. The concrete pad at the northeast corner of the hay barn was used as a cow milking bay where "Cookie the cow" was often milked. In 1974 the barn was modified when the northerly door was enlarged to allow for the entrance of the New Holland Bale Wagon - 3 posts were removed and a mezzanine was constructed to accommodate feeding of cattle under the stacked hay bales. The 7.73 acre parcel was purchased by the Town and is now deed restricted to public open space. The reason for the town's acquisition of the property is to construct a flood channel from Toler Lane to Chichester Estates detention pond in an effort to reduce the effective floodway area within downtown Gardnerville and continue the future multimodal trail, which will extend 2.3 miles from Minden's Jake's Wetlands through the existing Chichester pond to Toler Lane, a vital link to accomplishing the goal of extending the trail to Douglas County's Lampe Park.



Executive Board Members

Councilwoman Debra March, President
Mayor Emily Carter, 1st Vice President
Councilwoman Anita Wood, 2nd Vice President
Chairman Jeff James, 3rd Vice President
Mayor Mike Giles, Secretary/Treasurer
Councilman Steve Ross, Immediate Past President
Wes Henderson, Executive Director

310 S. Curry Street • Carson City, Nevada 89703 • Phone: (775) 882-2121 Fax: (775) 882-2813
Web Site: <http://www.nvleague.org>

MEMBERS: Boulder City • Caliente • Carlin • Elko • Ely • Fallon • Town of Gardnerville • Gardnerville Ranchos GID
Fernley • Henderson • Incline Village GID • Indian Hills GID • Las Vegas • Lovelock • Mesquite • North Las Vegas
Town of Pahrump • Reno • Sparks • Wells • West Wendover • Winnemucca • Yerington

August 28, 2013

Dear Colleagues,

The Nevada League of Cities and Municipalities and Nevada Association of Counties and the will be hosting a Local Government Summit on Friday, September 13, 2013 to include all elected county and city officials. Many of you will already be at Lake Tahoe attending the League and NACO's joint annual conference the theme of which is "Building the Legacy of Local Government." As elected officials it is our duty to identify and address the tough issues that lie ahead. NACO President Nancy Boland, and I both agree it is important that we come together as local government leaders to try and establish priorities that we can take to our Congressional delegation and the Legislature in 2015 in a unified manner.

The Summit will be held on Friday, September 13, 2013 at the MontBleu Resort at Stateline, Nevada from 8:00 am-11:00 am. A draft agenda is attached and the League will be providing a public notice for our members to post as necessary in their respective jurisdiction.

Please contact Jo Walker at jwalker@nvleague.org to let her know if you will be attending the Summit. She can be reached at 775-882-2121 if you have any questions. I look forward to working with you and our friends at the Nevada Association of Counties at our Local Government Summit!

Sincerely,

Debra March
President

CORPORATE MEMBERS • AT&T • CenturyLink • Charles Abbott & Assoc. • Douglas County Sewer District • General Electric • Kafoury, Armstrong & Association, Inc. • LJP Insurance Services, Inc. • Nevada Rural Water Association • NV Energy • Nevada State Bank • Nevada Mining Association • Zions Bank • Public Finance • Republic Services • Southwest Gas • Stradling, Yocco Carlson and Rauth • Swendeid & Stern • Mass Mutual Financial • UAMPS • Union Pacific Railroad • Wells Fargo Bank • Western Insurance Specialties, Inc. • Western Nevada Supply • Willis Topping

AGENDA

- I. CALL TO ORDER
- II. WELCOME AND INTRODUCTIONS
- III. CALL TO ORDER OF INDIVIDUAL LOCAL GOVERNING BODIES
- IV. PUBLIC COMMENT
- V. OVERVIEW OF SUMMIT PROTOCOL
- VI. PRESENTATION ON FEDERAL ISSUES THAT MAY IMPACT NEVADA'S LOCAL GOVERNMENTS
- VII. **For Possible Action** – FACILITATED DISCUSSION AND POSSIBLE ACTION TO IDENTIFY PRIORITY FEDERAL ISSUES FOR NEVADA'S LOCAL GOVERNMENTS.
- VIII. PRESENTATIONS REGARDING NEVADA ISSUES THAT MAY IMPACT LOCAL GOVERNMENTS
- IX. **For Possible Action** – FACILITATED DISCUSSION AND POSSIBLE ACTION TO IDENTIFY PRIORITY NEVADA ISSUES, INCLUDING BUT NOT LIMITED TO REVENUES, TRANSPORTATION AND HEALTH AND HUMAN SERVICES.
- X. MEETING SUMMARY - DISCUSSION
Individual councils or commissions may take action on their own as they deem appropriate through their respective governing bodies following the summit.
Pursuant to NRS 244.085 (7) and due to the fact that several county commissions will be participating in a public meeting more than 10 miles from their county seats, no official action (voting) will be taken.
- XI. CLOSING REMARKS
- XII. PUBLIC COMMENT
- XIII. ADJOURNMENT OF INDIVIDUAL LOCAL GOVERNING BODIES
- XIV. ADJOURNMENT

LOCAL GOVERNMENT SUMMIT
AGENDA

FRIDAY, SEPTEMBER 13, 2013

8:00 AM

INQUIRIES: (775) 882-2121/883-7863

MONTBLEU RESORT

Cosmo B

55 U.S. 50, STATELINE, NV 89449

MEETING

CITIES

Boulder City
Caliente
Carlin
Elko
Ely
Fallon

Fernley
Henderson
Las Vegas
Lovelock
Mesquite
North Las Vegas

Reno
Sparks
Wells
West Wendover
Winnemucca
Yerington

COUNTIES

Carson
Churchill
Clark
Douglas
Elko
Esmeralda

Eureka
Humboldt
Lander
Lincoln
Lyon

Mineral
Nye
Pershing
Storey
Washoe
White Pine

*All Nevada local government elected officials have been invited to participate in
this summit through open invitation.*

A quorum of each governing body may be present.

Notice to persons with special needs: For those requiring special assistance or accommodation at the meeting, please contact (775) 882-2121 at least 72 hours in advance.
