



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

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

Tuesday, March 13, 2018

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

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

Copies of the finalized agenda were posted on March 7, 2018 on or before the third day prior to the meeting date, by Paula Lochridge, Office Assistant Signed: Paula Lochridge : in accordance with NRS Chapter 241 at following locations;
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 11:13 A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 11:21 A.M.
Gardnerville Post Office, 1267 US Hwy 395 #L, Gardnerville NV 89410 at 11:37 A.M.
Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410 at 11:45 A.M. and on the Internet at www.gardnerville-nv.gov.

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

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

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

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

INVOCATION – Dwight Langdon, Lay Minister, Lifepoint Church

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

PLEDGE OF ALLEGIANCE – Mary Wenner

PUBLIC INTEREST COMMENTS (No Action)

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

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

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

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES, February 6, 2018 Regular Board meeting and the February 18, 2018 special board meeting; with public comment prior to Board action.



CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. **For Possible Action:** Correspondence.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities.
3. **For Possible Action:** Approve February 2018 claims.
4. **For Possible Action:** Recognize Steve Thompson for his 10 years of service to the Town of Gardnerville

ADMINISTRATIVE AGENDA

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

5. **For Possible Action:** Discussion to award, award with modifications or reject Town contract 2018-1213, Public Works Project #DO-2018-096, Gardnerville Station renovation project with a base bid in the amount of \$427,000 and additive alternate bid to provide replacement glass roll up door as described in Addendum #2 in the amount of \$10,000, to Simerson Construction, LLC, and authorize the Town Manager to reduce the contract price through coordination with the contractor by value engineering, and sign all necessary contract documents. Funds for this project are from a Community Development Block Grant awarded to Douglas County on behalf of the town in the amount of \$539,350 (\$339,350 for building and \$200,000 for storm drain improvements); with public comment prior to Board action. (approx. 10 minutes)
6. **For Possible Action:** Discussion and provide direction to staff regarding the options available in pursuing the Kingslane 395 sidewalk, culvert and crosswalk project; with public comment prior to Board action. (approx. 15 minutes)
7. **For Possible Action:** Receive staff update on county recycling program and provide direction to staff on a town recycling program; with public comment prior to Board action. (approx. 60 minutes)
8. **For Possible Action** Discussion on tentative budget development for Fiscal Year 2018/2019 including, but not limited to;
 - a. Discuss capital improvement projects for fiscal year 2019-2023
 - b. Review and discuss proposed town projects anticipated for bidding award before June 30, 2018
 - c. Review preliminary budget for 2018-2019, including review of the revenue estimates, and itemized expense with detail and other matters properly related thereto; with public comment prior to Board action. (approx. 60 minutes)
9. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for February 2018. (approx. 5 minutes)
10. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for February 2018. (approx. 5 minutes)
11. **Not For Possible Action:** Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.(approx. 10 minutes)

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Public Workshop March 14th, 6:00 pm at the CVIC Hall.

Next monthly meeting April 3, 2018



GARDNERVILLE TOWN BOARD

Meeting Minutes

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

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

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

Tuesday, February 6, 2018

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Pastor Leo Kruger, Valley Christian Fellowship

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

PRESENT:

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

Jennifer Yturbide, Town Attorney
Tom Dallaire, P.E., Town Manager
Geoff LaCost, Superintendent Town Public Works
Carol Louthan, Administrative Service Manager

 PLEDGE OF ALLEGIANCE – Lloyd Higuera

 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.

No public comment.

 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 Slater/Higuera to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

 FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

- A. January 2, 2018 Regular Board meeting;
 - B. January 11, 2018 Joint Public Workshop;
- with public comment prior to Board action.

Motion Wenner/Higuera to approve the January 2nd regular board meeting and the January 11 joint public workshop.

Mr. Miller did not attend the January 11, 2018 meeting so when I say yea or nay vote I would be voting for January 2nd only, not January 11th.

No public comment.

Upon call for the vote, motion carried unanimously for the January 2, 2018 regular board meeting and motion carried with Miller abstaining for the January 11, 2018 Joint Public Workshop.

CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. **For Possible Action: Correspondence.**
Read and noted.
2. **For Possible Action: Approve Health and Sanitation & Public Works Departments Monthly Report of activities.**
Approved.
3. **For Possible Action: Approve January 2018 claims.**
Approved.
4. **For Possible Action: Accept the annual report of tortious conduct claims per NRS 41.0385.**
Accepted.
5. **For Possible Action: Recognize Jody Martin for his 10 years of service to the Town of Gardnerville.**
Recognized.

Motion Higuera/Slater to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

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

6.  **For Possible Action: Discussion to approve Resolution 2018R-005 augmenting the Town of Gardnerville FY 17/18 budget; with public comment prior to board action.**

Mr. Dallaire shared this is the rollover from last year's funds and went over the individual augment items.

Mr. Miller commented the staff that has been working in his neighborhood on the crack seal has made things very orderly. They've kept out of the way but they have kept the traffic flowing.

Motion Slater/Higuera to approve Resolution 2018R-005 augmenting the Town of Gardnerville fiscal year 17/18 budget.

No public comment.

Upon call for the vote, motion carried unanimously

7.  **For Possible Action: Discussion to approve, approve with modifications or deny the bylaws and procedures for the function of the Citizen Advisory Committee during the Plan for Prosperity Update; with public comment prior to board action.**

Mr. Dallaire summarized what has been happening the last few weeks. These by-laws and procedures are there so everyone on the committee understands their role and how the committee will operate. We did have several other meetings of the stakeholders and town board combined meeting. We are working on an agenda for another Citizens Advisory meeting on February 15th at 9:00 a.m.

Chairman Jones asked if I am reading this correctly both the town attorneys need to be present at these meetings?

Attorney Yturbide will ask for clarification on that. The proposal that is presented with the bylaws indicate both legal counsel will serve for the CAC. I am asking direction from the board to what extent you want me to be involved. I just reviewed the agenda for February. At the initial meeting one of the suggestions was if there were any legal questions from the committee members they could be presented to either Tom or Jenifer and they would direct those to legal counsel. How do you envision that? It is subject to the open meeting law because they come back and give you advice or direction and make recommendations. That places them directly under the purview of the open meeting

law.

Mr. Dallaire explained Jenifer (Minden) and I are trying to alternate. This is my turn to prepare the agenda and get the committee packet done so we would use Jenifer Yturbide for counsel. Next time it will be Ryan. I don't know that we need to have them at the meeting. We will try to do monthly meetings. We have a workshop in March so we probably won't have a regular committee meeting in March.

Mr. Miller would recommend we have an attorney present for the first three meetings and then after that I don't think we would need an attorney present. I just want to make sure they get the gist of how the open meetings are run.

Attorney Yturbide shared under the agreement with Race Studios there are a certain number of meetings that were projected by the CAC. But they would like to meet more frequently?


Mr. Dallaire believed the committee brought up having a monthly meeting: where we are moving, what are the next steps.

Mr. Higuera felt it was a good idea to have an attorney there, but they can alternate.

Mr. Dallaire agreed. There are a lot of issues they have to work around on their schedule.

No public comment.

Motion Miller/Slater to approve with the modification that we have at least one attorney present for the first three months of the meeting of the committee, that we approve the bylaws and the procedures for the function of the Citizens Advisory Committee during the Plan for Prosperity update. Motion carried unanimously.

8.  **For Possible Action: Discussion to provide direction to staff on the two NDOT projects; Kingslane, 395 sidewalk, culvert, and the ADA enhancements at the four crosswalk locations of Mill Street, High School Street, Mission Street and Kingslane; with public comment prior to board action.**

Mr. Dallaire met with Dean Morton. He has moved up and is no longer the contact. We are in contact with Kristen Kale. Over the last seven years it has grown to quite a project. All the red in the drawing is new. NDOT has funding for \$80,000. The project cost, the way it is drawn, is \$360,000. Kristen is looking to see if they have more funding. I am curious what you want to do. The additional funding is on us. We have a couple options I outlined in board packets.

Chairman Jones asked where the Kingslane HOA comes into play. My opinion would be let's get the crosswalk done with the cash we have available for it. The crosswalks have been going on for seven years.

Chairman Jones called for public comment.

Mr. Doug Robbins, 1061 Waterloo Lane, asked why they couldn't tap in across the street, bring a conduit across, tap into the three phase from there and bring that electricity over that way. You could bore and go underneath all the utilities.

No further public comment.

Chairman Jones suggested making two motions, one for each project.

Mr. Miller is confused as far as dollar amounts how to make a motion.

Mr. Dallaire indicated it is just continuing with the crosswalk project, option 1. Or we just work through the simple change with the lights and get those in. Then let NDOT deal with the ADA issues on their project.

Motion Wenner to continue with the crosswalk project, redo the legals based on information from the right-of-way department team and work through a simple change in post signs to the lighted flashing beacon, which is the preferred method now.

Mr. Dallaire clarified the crosswalk project includes the storm drain, the ADA ramps, the acquisition of the right-of-way to install the ramps, adding one street light on High School and adding the rapid flashing beacons to each side of the crosswalks at all three locations.

Attorney Yturbide asked if he is simply seeking direction on which way to pursue matters or are you bringing back items with cost analysis based upon that for the board action?

Mr. Dallaire can.

Mr. Higuera asked to bring it back. There are so many options it's hard to make a motion. Give us a breakdown of what we discussed and how much it will cost.

Attorney Yturbide advised making a motion giving direction on which way you would like to go and what you want to see coming back.

Motion to go break this down into phases with projected costs and bring it back to the board.

Mr. Miller asked when Mr. Dallaire would bring this back. Mrs. Slater will not be here for the March meeting and I will only be here for the first hour.


Chairman Jones asked if we want the same for the Kingslane project, break it down into phases or do we want to give guidance that we have the \$63,000 plus the \$70,000 grant and it needs to be within that budget. And Jennifer pointed out do we want to say the priority is finishing the crosswalks with the beacons?

Mr. Miller thought the alternative to Kingslane that was suggested by public comment is worth looking into.

Jones isn't sure we need a motion. We need more information from you so that we can break down the priorities and give you clear direction on a vote next month. I don't think we need to move to tell you we need more information.

Attorney Yturbide share you don't need to have a motion. But if you want to set out clear guidance, sometimes its helpful.

Motion Miller/Slater to bring this item back to the first part of March meeting based on what we have discussed tonight and Tom has enough direction for that. Motion carried unanimously.

9.  **Not for Possible Action. Discussion on the Town Strategic Plan, Mission, Vision and provide direction to staff on projects or goals for the town to be completed during the 2018-2019 fiscal year.**

Mr. Dallaire asked if there are any other things you want to add to the mission statement or vision. We haven't made any changes. We added recycling last year. Page 9-5 gives you the strategic goals.

Mrs. Wenner suggested less traffic on Main Street, a bike path.

Vice-Chairman Slater asked instead of focusing a great deal on storm drains, which is a necessity, focus on something that ties in with the Plan for Prosperity and making the downtown walkable. We need to start a project on the sidewalks. You can shave off the bumps, but it is terrible. That needs to be a priority. You are not going to get people to walk downtown if they can't even walk on a level street.

Chairman Jones pointed out often the sidewalk repairs are piggybacked off the storm drain. There are areas that need repairs that don't have storm drains under them. We need to address those in the same way we talk about the town strategic five year projection.

Mr. Dallaire mentioned we did quite a bit along Mill Street. We have another project on Gilman. We added sidewalk along the trail. We put in a pedestrian access point at Gilman ponds. We have a sidewalk in the industrial area to replace. If there are specific areas you are talking about let me know. I will need to get that into the ADA transition plan.

Chairman Jones is hearing is we need a plan to ensure the walkability is as stable as the roads are in the future. I can see a projection for something similar for the sidewalks. It also makes sense to piggyback repair of the 395 sidewalks in conjunction with the 2020 repair that NDOT is doing. Part of the discussion is annual goals and longer term goals. One of the items was recycling. I have asked for you to present on the outcome of the recycling experiment. I think after the board has heard that presentation we have to have a serious discussion as to whether we should keep recycling as a goal. But let's be realistic about the band width our staff has. If it's a goal, it should have bandwidth for us to move that goal forward. When we ask you to make a plan for repairing sidewalks, we understand that comes with a concurrent time responsibility. I think we need to look at the goals and say do we really want Tom and Geoff putting time towards these things or are they aspirations and we will just keep them there.

Mr. Dallaire went over the events. We have four movies. The first one (Jumanji) we had selected we cannot get an edited version. It's PG 13 and we can't get an edited version.

Board agreed G and PG were still preferred.

Mr. Higuera reported Main Street wants to try the Freedom 5K one more time. They want to see if they can grow it this year. Last year there was a lot of confusion.

Mr. Dallaire mentioned Splash Dogs has asked to come back again. I haven't heard any dates. They want to bring nationals back again.

Chairman Jones would not want Splash the same weekend as the air show.

Mr. Dallaire has already told Splash Dogs they have one weekend before the Candy Dance.

Discussion on contribution to the air show and continuing with the Christmas Kickoff the way it is.

Mr. Dallaire went over current projects.

Chairman Jones thought the first step on the dog park at Carrick was the fence.

Vice-Chairman Slater suggested more "no dogs allowed" signs in Heritage Park.

Mr. Dallaire continued with other projects to consider.

Mr. Miller shared the Minden Rotary would be willing to put in \$1500 for the orchard if the town puts in \$1500. That would give us the ability to purchase some larger trees that would bear fruit in three to four years. Rotary believed it would be a good project because the district president's main project this year is plant a tree in your community.

Chairman Jones suggested calling attention to the community orchard for Arbor Day.

Mr. Miller would need the proposal from the town on the trees by April so we could submit that for the grant.

Chairman Jones called for public comment.

Doug Robbins is afraid this is not going to get people to pick up dog poop. There is no way you will be able to control that. People know. You have 100 people running in the 5K. If you are not making money stop the event.

Heidi Saucedo wanted to mention having the Splash dog event at the park people think it is a dog park. The signs might help. Having the dogipots on the other side helps. Maybe you could ask the organizers to make sure they know it is not a dog park.

No further public comment.

Break from 6:08 – 6:15 p.m.

10.  **For Possible Action: Discussion and direction to Town Manager on the policy for employee performance evaluation and merit increases 200.23 and Town service award program new policy**

2.6, including whether to follow the Douglas County policy or direct the Town Manager to provide recommendations for other policies to be adopted by the Town; with public comment prior to board action

Mr. Dallaire reported the county updated their policies in October. We now have an employee that has topped out. The county changed their policy. They were originally handing out \$100, \$200, \$300 or \$400, depending on what the merit score was. Now the policy is they are giving out the entire merit increase. So it is what you would have gotten in a lump sum. Carol has done the evaluation to show you the items we evaluate. Do we want to administer service awards? Carol drafted a policy, 2.6, at the end of the packet for that particular question.

No public comment.

Motion Higuera/Slater to adopt Douglas County employee performance evaluation Policy 200.23 and adopt the new town policy 2.6 service awards. Motion carried unanimously.

11.  Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for January 2018.

Attorney Yturbide reported in addition to the regular assignments with review of agendas and attending meetings, we had the citizens advisory committee meeting, the agenda, working with the open meeting law presentation and joint town board meeting. In addition Tom and I met with the county on right-of-ways regarding Slaughterhouse, Courthouse and Ezell in particular. I provided you the tort claims summary. We looked at some past issues regarding Tognetti Alley and the abandonment that had moved forward from the board some years ago. We haven't really brought it forward yet. Looked at the February agenda for the Citizens Advisory Committee, discussed bylaws and procedures to be followed and then you've answered my question regarding the Citizens Advisory Committee meetings. I also had something coming up. The AG provides training that is coming up on February 15. They discuss the open meeting law, public records and other government training for governmental bodies. I had planned on attending it. It's pretty much all day on February 15th and now with the Citizens Advisory Committee meeting at 9:00 a.m. on February 15th, I don't know what you want me to do. I could talk to Ryan about that too.

Mr. Miller pointed out his motion was the first three meetings. I don't know if you want to alternate that with Ryan or not.


12.  Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for January 2018.

Mr. Dallaire went over the items in his written report. I am wondering whether board members are interested in marking up the Plan for Prosperity, reading this documents and saying what stays, what needs to be changed or removed and add what is missing. We will be asking the Citizens Advisory Committee to do this assignment. I think it will help. Minden's plan is substantially different than ours. They have trail plans and connections shown. That is what we are looking for in our plan. It really helped to go through and highlight it so we can talk about it at the next committee meeting. We did do a presentation for the meeting.

Chairman Jones thought the board's discussion was the concept of long term balanced income stream sufficient to support the infrastructure costs. Every time you add a development you add roads, sidewalks and storm water drainage. Respectfully we have already spent several hours with Bruce during our meeting.

Mr. Miller felt Mr. Dallaire knows the direction the board would like to go.

Minden's chairman wanted their board to go through and mark up their plan. That's why I (Mr. Dallaire) was asking if that is something the Gardnerville board wanted to do.

13.  For Possible Action: Discussion on Town Board member appointments to represent the Town of Gardnerville and to be the Town Board liaison for the following boards:

- a. Main Street Gardnerville Board of Directors**
- b. Carson Valley Arts Council**
- c. Nevada League of Cities,**

with public comment prior to Board action.

Chairman Jones noted we did not reappoint in January. This is our standard reappointment. Any questions or comments from the board? Are you willing to continue serving on the boards you are currently serving on?

Mr. Higuera reported Main Street, since I have been relegated to the non-voting member, I really find it difficult to watch remarks when you are not a voting member. I feel like I'm more of an observer. Occasionally they have a question about the town.

Mr. Miller pointed out we are the main funds for them. Some decisions they make may affect those funds down the road as far as how much they get. I think it's important that one of the board members makes comments.

Mrs. Jones felt having your feedback today on the Freedom 5k and coffin races was very useful.

Mr. Higuera is more of an observer, which I guess Mary is the same.

Ms. Wenner feels the same way. The Arts Council doesn't let me vote. I just go and listen and if they have questions I try to answer.

No public comment.

Motion Miller/Slater that we leave the assignments for Main Street Gardnerville Board of Directors, Carson Valley Arts Council and Nevada League of Cities as they are now. Motion carried unanimously.

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

Ms. Wenner reported the Arts Council has been asked by the Town of Minden for volunteers for the May the 4th be with you. They are looking for any kind of volunteer help they can get. Somebody slid me a note and asked if Gardnerville wanted to do a Harry Potter theme. Some people think those type of events are fun. These are their new groups coming in in February. I will leave these if anybody wants the information.

Mr. Higuera reported Main Street members were pleased with the visit from national, state, public participation and the survey. It has inspired them to get more organized. A few suggestions came from national. Their action plans will change to work plans. They held a workshop and nailed down their work plans a lot tighter than in the past. Also, this year they are attending the California Main Street conference in Pleasanton, the National Conference in Kansas City and the Rural Roundup in Tonopah.

Vice-Chairman Slater reported we have had five different meetings and teleconferences. At our December 14th meeting we discussed the feasibility of the league purchasing an office building. That has been put on the shelf. Wes Henderson gave a recap of the last year's league activities and reminded everyone needs to make plans and decisions for the 2019 legislative year. December was also evaluation time. A new form was created which will make it easier to evaluate. It includes goals that are aggressive but attainable. Starting with the new evaluation he will have a better perspective of what is expected of him. In a separate teleconference we discussed how we wanted to rate Wes and why we came to the decision we did. The following day we asked Wes to teleconference with us again. We suggested hiring a lobbyist to help him out primarily with the large cities. North Las Vegas pulled out of the League because they felt they were not represented. Hiring a lobbyist to take care of the big cities would let Wes take care of the smaller cities, GID's and towns. The direction to Wes is to mend fences, find out what is going on and see if we can't get North Las Vegas back into the fold. The installation of the 2019 officers was conducted. First caucus meeting is Monday the 12th. I will keep you informed and if you have an idea on something that might enhance the towns or GID's please share them with Tom or myself and we will discuss them on the 12th and add them to our list. 2018 will be a very busy year prepping for the 2019 legislative year.

Meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Cassandra Jones, Chairman

Tom Dallaire, Town Manager



GARDNERVILLE TOWN BOARD

Special Meeting Minutes

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

1407 Highway 395 N.
Gardnerville, Nevada 89410
(p)775-782-7134 (f): 775-782-7135
<https://www.townofgardnerville.com>

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

Wednesday, February 14, 2018

12:00 p.m.

Gardnerville Town Hall

12:00 P.M.  Call to Order and Determination of a Quorum

PRESENT:

Linda Slater, Vice Chairman
Lloyd Higuera
Ken Miller

Tom Dallaire, P.E., Town Manager
Geoff LaCost, Superintendent Town Public Works
Carol Louthan, Administrative Services Manager

ABSENT:

Cassandra Jones, Chairman
Mary Wenner

 PLEDGE OF ALLEGIANCE – Tom Dallaire

 1st PUBLIC INTEREST COMMENTS period (No Action will be taken)

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.

No public comment.

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


Motion Higuera/Miller to approve the agenda.

No public comment.

Motion carried with board members Cassandra Jones & Mary Wenner absent.

ADMINISTRATIVE AGENDA

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

1.  **For Discussion and Possible Action: Approve, approve with modifications or deny the granting of easement to NV Energy for underground service power line from the existing service pole to the metal building at the maintenance yard power meter panel (south east of the existing building), located on town property west of Toiyabe Ave, between the Toler and Raleys property (APN 1220-04-501-001), and authorize the town manager to sign all the associated documents; with public comment prior to Board action.**

Mr. Dallaire went over the project awarded to V & C at the November board meeting. Since then we have had problems with the drawings. Once we awarded the project we went to NV Energy to lower the power line that runs overhead from a pole on the southwest corner of the property where we put the walkway between Raley's and Toler. We want to put that underground. NV Energy wanted a grant of an easement and just over \$5,359 and wanted the line extension agreement signed. Jennifer and I have been working through this. She has reviewed it and approved it. I didn't feel comfortable signing the easement. We realized this issue on Thursday last week, after the meeting. So we got the agenda posted and published. We have NV Energy's standard agreement and easement documents that I need your authorization to sign. I just needed you to approve it. Basically it is granting an easement for the new underground line. There is a plan with the agreement and it is going from overhead to underground.

No public comment.

Motion Higuera/Miller to approve the granting of an easement to NV Energy for underground service power line from the existing service pole to the metal building at the maintenance yard power meter panel southeast of the existing building located on town property west of Toiyabe Avenue between the Toler and Raley’s property APN 1220-04-501-001 and authorize the town manager to sign all the associated documents. Motion carried with board members Cassandra Jones and Mary Wenner absent.

 **2nd PUBLIC INTEREST COMMENTS period (No action will be taken)**

No public comment.

Adjourn at 12:10 pm.

Respectfully Submitted,

Linda Slater, Vice-Chairman

Tom Dallaire, Town Manager

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Correspondence

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

3. **Department:** Administration

Prepared by: Tom Dallaire

4. **Meeting Date:** March 13, 2018 **Time Requested:** N/A

5. **Agenda:** Consent Administrative

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

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

Facebook Comment from 3/5/18



Nick Griego reviewed Town of Gardnerville — 5★

30 mins

While traveling through I learned this is a place with lots of cool places and cool people. I even had a very positive experience with the police department. I must admit I am very much impressed with how the police department in this town conduct themselves.



Dallaire, Tom

From: Brenda Hunt <brenda@cwsd.org@mail3.atl31.mcdlv.net> on behalf of Brenda Hunt <brenda@cwsd.org>
Sent: Wednesday, February 14, 2018 3:09 PM
To: Dallaire, Tom
Subject: 2018 Carson River Management Forum

2018 Carson River Management Forum

SAVE THE DATE



April 11 & 12, 2018 9:00am-4:30pm



- Wednesday, April 11: Forum and Floodplain Management Plan Update Workshop
- Thursday, April 12: Forum and Environmental Education Roundtable

The Carson River Coalition invites you to the 2018 Carson River Watershed Management Forum. The forum is your

opportunity to learn about the extraordinary efforts being implemented by local organizations who work together to manage, conserve, and protect our community, the watershed and its floodplains.

The Floodplain Management Forum update workshop will be held the morning of April 11th. The Environmental Education roundtable will be held the morning of April 12th. Presentations and discussions will follow the workshops.

CEU credits will be available for planners and engineers.



Carson City Community Center Theater
851 East William Street Carson City, Nv



[Click here for map](#)

Registration, program details and updates coming soon.

Save the date!



Friend on Facebook

[Edit Subscription Preferences](#)

[Unsubscribe](#)

Brenda Hunt, Carson River Watershed Program Manager
Shane Fryer, Watershed Program Specialist
Louise Thompson, AmeriCorps, Watershed Program Technician



Carson Water Subconservancy District

777 E. William Street, Suite 110A

Carson City, Nv 89701

775-887-9005 (p)

775-887-7457 (f)

www.cwsd.org

This email was sent to tdallaire@douglasnv.us

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

Carson Water Subconservancy District · 777 E. William Street, Suite 110A · Carson City, NV 89701 · USA

MailChimp

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
2. **Recommended Motion:** Approve as submitted
Funds Available: Yes N/A
3. **Department:** Administration
Prepared by: Carol Louthan
4. **Meeting Date:** March 13, 2018
5. **Time Requested:** N/A
6. **Agenda:** Consent Administrative

7. **Background Information:**
Trash (January landfill figures)

Credit Cards (January figures)

Residential Accounts	1792
Commercial Accounts	231
Green Waste Accounts	1382
Recycling Accounts	0
Cleanup Dumpsters	7
X cans	345
# of new residential accounts	4 accts transferred to new owners
# of new commercial accounts	1 – American Leak Detection
Minimum User Accounts	28
Total tons of trash	357.42
Total tons of Greenwaste	2.62

Total Amount	\$24,249.40
Total CC transactions	245
Visa	\$16,623.38
Mastercard	\$ 1,884.58
Am Ex & Discvr	\$ 338.81
Terminal	\$ 528.53
E checks	\$ 4,874.10

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

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action: Approve February 2018 claims.**
2. **Recommended Motion: Approve as submitted**
Funds Available: Yes N/A
3. **Department: Administration**

Prepared by: Carol Louthan
4. **Meeting Date: March 13, 2018** **Time Requested: N/A**
5. **Agenda:** Consent Administrative
6. **Background Information:** See attached.
7. **Other Agency Review of Action:** Douglas County N/A
8. **Board Action:**
 Approved Approved with Modifications
 Denied Continued



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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	2/18 BOARD	GVILLE	Paid by Check # 673620		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
24008 - Jones Cassandra Esq	2/18 BOARD	GVILLE	Paid by Check # 673631		02/01/2018	02/09/2018	02/09/2018		02/09/2018	275.00
28960 - Miller Kenneth	2/18 BOARD	GVILLE	Paid by Check # 673650		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
2969 - Slater Linda	2-18 BOARD	TOWN OF GARDNERVILLE	Paid by Check # 673732		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
8364 - Wenner Mary	2-18 BOARD	TOWN OF GARDNERVILLE	Paid by Check # 673757		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
			Account 510.150 - Board Compensation Totals				Invoice Transactions 5			\$1,275.00
20219 - NV ST Public Employees	Account 511.201 - PEBS-Ret.Medical 2-18 PREMIUMS	731	Paid by Check # 673683		02/01/2018	02/09/2018	02/09/2018		02/09/2018	9.68
20219 - NV ST Public Employees	1-18 PREMIUMS	731	Paid by Check # 673679		01/02/2018	02/09/2018	02/09/2018		02/09/2018	9.68
			Account 511.201 - PEBS-Ret.Medical Totals				Invoice Transactions 2			\$19.36
29103 - Frontier	Account 520.055 - Telephone Expense 782-7134 1/18	775-782-7134-050279- 5	Paid by Check # 673340		01/16/2018	02/02/2018	02/02/2018		02/02/2018	109.84
29103 - Frontier	782-3856 1/18	775-782-3856-080802- 5	Paid by Check # 673340		01/16/2018	02/02/2018	02/02/2018		02/02/2018	54.64
13097 - Verizon Wireless	9800895663	842011146-00001	Paid by Check # 674301		02/01/2018	02/23/2018	02/23/2018		02/23/2018	326.20
			Account 520.055 - Telephone Expense Totals				Invoice Transactions 3			\$490.68
2153 - Minden Town of	Account 520.072 - Advertising 2243	GVILLE	Paid by Check # 673394		01/18/2018	02/02/2018	02/02/2018		02/02/2018	600.00
			Account 520.072 - Advertising Totals				Invoice Transactions 1			\$600.00
2924 - NV Energy	Account 520.089 - Power 2856009 1-18	2856009	Paid by Check # 673670		01/25/2018	02/09/2018	02/09/2018		02/09/2018	257.69
			Account 520.089 - Power Totals				Invoice Transactions 1			\$257.69
3021 - Southwest Gas (SWG)	Account 520.092 - Heating 0015779022 1/18	2410015779022	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018		02/02/2018	132.70
3021 - Southwest Gas (SWG)	1072224004 1-18	2411072224004	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018		02/02/2018	123.00
3021 - Southwest Gas (SWG)	1188600002 1-18	2411188600002	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018		02/02/2018	129.66
3021 - Southwest Gas (SWG)	0015779022 2-18	2410015779022	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018		02/23/2018	132.77



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 (SWG)	1072224004 2-18	2411072224004	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	107.59
3021 - Southwest Gas (SWG)	1188600002 2-18	2411188600002	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	76.35
				Account 520.092 - Heating Totals				Invoice Transactions 6		\$702.07
										103.23
				Account 520.097 - Maint B&G Totals				Invoice Transactions 1		\$103.23
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	100.00
				Account 520.098 - Janitorial Services TOG0118				Invoice Transactions 1		\$100.00
27347 - A+ Janitorial Service		GVILLE	Paid by Check # 673804		02/07/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	330.82
				Account 520.136 - Rents & Leases Equipment 100006319				Invoice Transactions 1		69.22
4753 - Ricoh USA Inc	1481234-3433221		Paid by Check # 673444		01/12/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	\$400.04
4753 - Ricoh USA Inc	5052279463	16769392	Paid by Check # 674255		02/01/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	67.49
				Account 520.187 - Internet Expense 0012509 2/18				Invoice Transactions 2		49.99
32036 - Spectrum Business	8354110060012509		Paid by Check # 674055		02/02/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	\$117.48
32036 - Spectrum Business	0598044 2/18	8354110060598044	Paid by Check # 674056		02/02/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	20.00
				Account 520.200 - Training & Education 2-18 GVILLE				Invoice Transactions 2		405.00
2549 - Dallaire Tom-Petty Cash		PETTY CASH	Paid by Check # 673573		01/30/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	66.33
12997 - Do Co Procurement Program	1-18 LOUTHAN	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	\$491.33
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	525.00
				Account 520.200 - Training & Education Totals				Invoice Transactions 3		\$525.00
20313 - Titor Title Co	01800328	TOWN OF GARDNERVILLE	Paid by Check # 674087		02/07/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	6,380.00
				Account 521.100 - Professional Services 1-18 LACOST				Invoice Transactions 1		\$6,380.00
12372 - Jennifer Yturbe Law PC Corp	480	GVILLE	Paid by Check # 673935		02/01/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	
				Account 521.130 - Legal Services Totals				Invoice Transactions 1		\$6,380.00



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 610 - Gardinerville Town Department 921 - Gardinerville Admin Account 532.056 - Subscriptions	12997 - Do Co Procurement Program	1-18 DALLAIRE GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	123.50
				Account 532.056 - Subscriptions Totals				Invoice Transactions 1		\$123.50
Account 533.800 - Office Supplies	12997 - Do Co Procurement Program	1-18 LOUTHAN GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	199.20
	12997 - Do Co Procurement Program	1-18 DALLAIRE GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	117.01
				Account 533.800 - Office Supplies Totals				Invoice Transactions 2		\$316.21
Account 533.806 - Software	16648 - E Squared C Inc	44260 GVILLE	Paid by Check # 673886		02/01/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	37.50
				Account 533.806 - Software Totals				Invoice Transactions 1		\$37.50
Account 533.817 - Small Projects	11558 - Costco-Comptroller	7237 6/17 2 7003 7311 0001 7237	Paid by Check # 673571		06/28/2017	02/02/2018	02/02/2018	02/02/2018	02/09/2018	(119.99)
				Account 533.817 - Small Projects Totals				Invoice Transactions 1		(\$119.99)
				Department 921 - Gardinerville Admin Totals				Invoice Transactions 34		\$11,819.10



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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										
5785 - AlSCO Inc	LREN1329719	000330	Paid by Check # 673533		01/16/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	7.50
12997 - Do Co Procurement Program	1-18 LOUTHAN	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	239.94
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	60.98
726 - Central Systems Electric Inc	205625	TOWNGA	Paid by Check # 674159		12/05/2017	02/23/2018	02/23/2018	02/23/2018	02/23/2018	30.98
				Account 520.084 - Replacement & Repair Totals				Invoice Transactions 4		\$339.40
2924 - NV Energy	791804 1-18	791804	Paid by Check # 673671		01/30/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	633.74
				Account 520.089 - Power Totals				Invoice Transactions 1		\$633.74
2153 - Minden Town of	1862.01 1/18	1862.01	Paid by Check # 673651		01/26/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	24.05
				Account 520.090 - Water Totals				Invoice Transactions 1		\$24.05
3814 - Flyers Energy LLC	CFS1556631	8308	Paid by Check # 674188		01/31/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	220.77
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 1		\$220.77
				Department 923 - Parks & Recreation Totals				Invoice Transactions 7		\$1,217.96



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 516.120 - Contract Salaries	21038 - Labor Finders of Nevada Inc 25-72-7188	25-72-1093	Paid by Check # 673637		01/26/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	737.00
Account 516.120 - Contract Salaries Totals Invoice Transactions 1										
5785 - AlSCO Inc	Account 520.084 - Replacement & Repair LREN1329719	000330	Paid by Check # 673533		01/16/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	11.25
29687 - Stafford Automotive	7316	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/26/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	10.00
29687 - Stafford Automotive	8756	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/26/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	50.00
29687 - Stafford Automotive	10505	TOWN OF GARDNERVILLE	Paid by Check # 673735		12/22/2017	02/09/2018	02/09/2018	02/09/2018	02/09/2018	662.00
29687 - Stafford Automotive	10654	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/26/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	25.00
29687 - Stafford Automotive	10764	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/29/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	113.64
11985 - Ace Hardware	122216	1236	Paid by Check # 673807		01/18/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	6.99
12997 - Do Co Procurement Program	1-18 TUTHILL	TOWN OF GARDNERVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	524.97
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	411.20
3940 - Isom Crane and Rigging	6103	GVILLE	Paid by Check # 673932		02/05/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	350.00
12198 - O'Reilly Automotive Inc	3530-166334	1075650	Paid by Check # 673994		01/08/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	4.59
12198 - O'Reilly Automotive Inc	3530-166598	1075650	Paid by Check # 673994		01/10/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	79.06
12198 - O'Reilly Automotive Inc	3530-167864	1075650	Paid by Check # 673994		01/17/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	4.29
12198 - O'Reilly Automotive Inc	3530-168683	1075650	Paid by Check # 673994		01/22/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	15.99
12198 - O'Reilly Automotive Inc	3530-168869	1075650	Paid by Check # 673994		01/23/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	4.99
12198 - O'Reilly Automotive Inc	3530-168911	1075650	Paid by Check # 673994		01/23/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	10.99
12198 - O'Reilly Automotive Inc	3530-169431	1075650	Paid by Check # 673994		01/26/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	11.98
Account 520.084 - Replacement & Repair Totals Invoice Transactions 17										
2924 - NV Energy	Account 520.095 - Street Lights 2856036 1-18	2856036	Paid by Check # 673669		01/25/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	7,057.19
Account 520.084 - Replacement & Repair Totals Invoice Transactions 17										
										\$2,296.94



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 520.095 - Street Lights	2850636 1-18	2850636	Paid by Check # 673986		01/30/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	39.03
Account 520.095 - Street Lights Totals Invoice Transactions 2										
5273 - Minden Electric LLC	Account 520.103 - Maint Road 2552	GVILLE	Paid by Check # 673393		01/19/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	630.94
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	276.97
18821 - Fastenal Industrial	NVMIN68589	NVMIN0011	Paid by Check # 673896		01/19/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	4.96
5273 - Minden Electric LLC	2543	GVILLE	Paid by Check # 673967		01/12/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	324.97
726 - Central Systems Electric Inc	205601	TOWNGA	Paid by Check # 674159		12/04/2017	02/23/2018	02/23/2018	02/23/2018	02/23/2018	63.99
Account 520.103 - Maint Road Totals Invoice Transactions 5										
8902 - Marlinda Ebbert, Marlina - Flagger Program of Nevada	Account 520.200 - Training & Education 01182018-TG	GVILLE	Paid by Check # 673319		01/18/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	390.00
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	66.33
Account 520.200 - Training & Education Totals Invoice Transactions 2										
3814 - Flyers Energy LLC	Account 532.003 - Gas & Oil CFS1548464	8308	Paid by Check # 673333		01/15/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	72.90
3814 - Flyers Energy LLC	CFS1556631	8308	Paid by Check # 674188		01/31/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	638.74
Account 532.003 - Gas & Oil Totals Invoice Transactions 2										
15836 - Summit Plumbing LLC	Account 532.019 - Storm Drain Maintenance 64402	TOWN OF GARDNERVILLE	Paid by Check # 674277		01/31/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	3,450.00
Account 532.019 - Storm Drain Maintenance Totals Invoice Transactions 1										
5785 - AlSCO Inc	Account 532.028 - Uniforms LREN1325385	000330	Paid by Check # 673533		01/02/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1327589	000330	Paid by Check # 673533		01/09/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1329719	000330	Paid by Check # 673533		01/16/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1331786	000330	Paid by Check # 673533		01/23/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 532.028 - Uniforms										
5785 - AlSCO Inc	LREN1333886	000330	Paid by Check # 673533		01/30/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
30870 - Mallory Safety & Supply LLC	4393285	87639	Paid by Check # 673953		01/18/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	168.38
				Account 532.028 - Uniforms Totals				Invoice Transactions 6		\$190.33
30748 - Verdek LLC	83699	TOWN OF GARDNERVILLE	Paid by Check # 674104		02/07/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	560.00
				Account 532.056 - Subscriptions Totals				Invoice Transactions 1		\$560.00
5352 - Construction Sealants & Supply	R117794	GARDNT	Paid by Check # 673866		01/22/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	1,252.50
5352 - Construction Sealants & Supply	R117967	GARDNT	Paid by Check # 673866		01/30/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	8,430.00
18821 - Fastenal Industrial	NVMIN68613	NVMIN0011	Paid by Check # 673896		01/22/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	2.62
32770 - Superior Asphalt LC	6804	TOWN OF GARDNERVILLE	Paid by Check # 674068		02/05/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	24,480.00
				Account 532.116 - Crack Seal Maintenance Totals				Invoice Transactions 4		\$34,165.12
14063 - Black Eagle Consulting Inc	0026086-IN	GVILLE - 2083-001	Paid by Check # 673832		01/30/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	125.00
18821 - Fastenal Industrial	NVMIN67698	NVMIN0011	Paid by Check # 673896		12/08/2017	02/16/2018	02/16/2018	02/16/2018	02/16/2018	98.67
16634 - ABE Printing & Copy	15350	GVILLE	Paid by Check # 674128		02/11/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	1.50
20313 - Tigor Title Co	01800323	TOWN OF GARDNERVILLE	Paid by Check # 674290		02/13/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	580.00
				Account 562.000 - Capital Projects Totals				Invoice Transactions 4		\$805.17
				Department 926 - Other Public Works Totals				Invoice Transactions 45		\$51,770.58
				Fund 610 - Gardnerville Town Totals				Invoice Transactions 86		\$64,807.64



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 510.150 - Board Compensation										
4288 - Higuera Lloyd W	2/18 BOARD	GVILLE	Paid by Check # 673620		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
24008 - Jones Cassandra Esq	2/18 BOARD	GVILLE	Paid by Check # 673631		02/01/2018	02/09/2018	02/09/2018		02/09/2018	275.00
28960 - Miller Kenneth	2/18 BOARD	GVILLE	Paid by Check # 673650		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
2969 - Slater Linda	2-18 BOARD	TOWN OF GARDNERVILLE	Paid by Check # 673732		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
8364 - Wenner Mary	2-18 BOARD	TOWN OF GARDNERVILLE	Paid by Check # 673757		02/01/2018	02/09/2018	02/09/2018		02/09/2018	250.00
Account 510.150 - Board Compensation Totals Invoice Transactions 5										
										\$1,275.00
Account 516.120 - Contract Salaries										
21697 - Blue Ribbon Personnel Services	1966	100892	Paid by Check # 673280		01/19/2018	02/02/2018	02/02/2018		02/02/2018	619.75
21697 - Blue Ribbon Personnel Services	2120	100892	Paid by Check # 673280		01/26/2018	02/02/2018	02/02/2018		02/02/2018	457.88
21697 - Blue Ribbon Personnel Services	2237	100892	Paid by Check # 673833		02/02/2018	02/16/2018	02/16/2018		02/16/2018	633.63
21697 - Blue Ribbon Personnel Services	2359	100892	Paid by Check # 674148		02/09/2018	02/23/2018	02/23/2018		02/23/2018	656.75
Account 516.120 - Contract Salaries Totals Invoice Transactions 4										
										\$2,368.01
Account 520.055 - Telephone Expense										
29103 - Frontier	782-7134 1/18	775-782-7134-050279- 5	Paid by Check # 673340		01/16/2018	02/02/2018	02/02/2018		02/02/2018	109.83
29103 - Frontier	782-3856 1/18	775-782-3856-080802- 5	Paid by Check # 673340		01/16/2018	02/02/2018	02/02/2018		02/02/2018	54.65
13097 - Verizon Wireless	9800895663	842011146-00001	Paid by Check # 674301		02/01/2018	02/23/2018	02/23/2018		02/23/2018	326.21
Account 520.055 - Telephone Expense Totals Invoice Transactions 3										
										\$490.69
Account 520.084 - Replacement & Repair										
11625 - Accurate Mobile Locksmith Inc	GVILLE 1/25/18	GVILLE	Paid by Check # 673526		01/25/2018	02/09/2018	02/09/2018		02/09/2018	111.72
5785 - Alisco Inc	LREN1329719	000330	Paid by Check # 673533		01/16/2018	02/09/2018	02/09/2018		02/09/2018	11.25
2510 - Parts House (The)	779389	4170	Paid by Check # 673692		12/26/2017	02/09/2018	02/09/2018		02/09/2018	147.93
2510 - Parts House (The)	779611	4170	Paid by Check # 673692		12/27/2017	02/09/2018	02/09/2018		02/09/2018	55.97
2510 - Parts House (The)	780035	4170	Paid by Check # 673692		12/29/2017	02/09/2018	02/09/2018		02/09/2018	71.88
2510 - Parts House (The)	781059	4170	Paid by Check # 673692		01/05/2018	02/09/2018	02/09/2018		02/09/2018	43.78



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 520.084 - Replacement & Repair 782229	4170				01/12/2018	02/09/2018	02/09/2018		02/09/2018	(8.58)
2510 - Parts House (The)			Paid by Check # 673692							
29687 - Stafford Automotive	6558	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/26/2018	02/09/2018	02/09/2018		02/09/2018	100.00
29687 - Stafford Automotive	6611	TOWN OF GARDNERVILLE	Paid by Check # 673735		01/26/2018	02/09/2018	02/09/2018		02/09/2018	100.00
11985 - Ace Hardware	121883	1236	Paid by Check # 673807		01/02/2018	02/16/2018	02/16/2018		02/16/2018	.99
11985 - Ace Hardware	122070	1236	Paid by Check # 673807		01/11/2018	02/16/2018	02/16/2018		02/16/2018	2.10
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018		02/16/2018	396.00
12198 - O'Reilly Automotive Inc	3530-164672	1075650	Paid by Check # 673994		12/29/2017	02/16/2018	02/16/2018		02/16/2018	11.98
12198 - O'Reilly Automotive Inc	3530-165375	1075650	Paid by Check # 673994		01/03/2018	02/16/2018	02/16/2018		02/16/2018	9.99
12198 - O'Reilly Automotive Inc	3530-165775	1075650	Paid by Check # 673994		01/05/2018	02/16/2018	02/16/2018		02/16/2018	37.93
12198 - O'Reilly Automotive Inc	3530-166294	1075650	Paid by Check # 673994		01/08/2018	02/16/2018	02/16/2018		02/16/2018	58.60
12198 - O'Reilly Automotive Inc	3530-166334	1075650	Paid by Check # 673994		01/08/2018	02/16/2018	02/16/2018		02/16/2018	4.59
12198 - O'Reilly Automotive Inc	3530-166421	1075650	Paid by Check # 673994		01/09/2018	02/16/2018	02/16/2018		02/16/2018	4.58
12198 - O'Reilly Automotive Inc	3530-166712	1075650	Paid by Check # 673994		01/10/2018	02/16/2018	02/16/2018		02/16/2018	196.24
12198 - O'Reilly Automotive Inc	3530-166805	1075650	Paid by Check # 673994		01/11/2018	02/16/2018	02/16/2018		02/16/2018	37.98
12198 - O'Reilly Automotive Inc	3530-166893	1075650	Paid by Check # 673994		01/11/2018	02/16/2018	02/16/2018		02/16/2018	(28.99)
12198 - O'Reilly Automotive Inc	3530-166898	1075650	Paid by Check # 673994		01/11/2018	02/16/2018	02/16/2018		02/16/2018	(14.87)
12198 - O'Reilly Automotive Inc	3530-167696	1075650	Paid by Check # 673994		01/16/2018	02/16/2018	02/16/2018		02/16/2018	32.28
12198 - O'Reilly Automotive Inc	3530-168111	1075650	Paid by Check # 673994		01/18/2018	02/16/2018	02/16/2018		02/16/2018	3.76
7100 - Amrep Inc	309835	GAR050	Paid by Check # 674138		01/12/2018	02/23/2018	02/23/2018		02/23/2018	412.53
7100 - Amrep Inc	310043	GAR050	Paid by Check # 674138		01/17/2018	02/23/2018	02/23/2018		02/23/2018	286.30
3890 - Arata Equipment Co.	1-92438	1015	Paid by Check # 674140		01/09/2018	02/23/2018	02/23/2018		02/23/2018	408.89
Account 520.084 - Replacement & Repair Totals									Invoice Transactions 27	\$2,494.83

Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18



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 520.089 - Power	2856009 1-18	2856009	Paid by Check # 673670		01/25/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	340.14
				Account 520.089 - Power Totals				Invoice Transactions 1		\$340.14
Account 520.092 - Heating										
3021 - Southwest Gas (SWG)	0015779022 1/18	2410015779022	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	132.70
3021 - Southwest Gas (SWG)	1072224004 1-18	2411072224004	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	123.00
3021 - Southwest Gas (SWG)	1188600002 1-18	2411188600002	Paid by Check # 673465		01/17/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	388.99
3021 - Southwest Gas (SWG)	0015779022 2-18	2410015779022	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	132.78
3021 - Southwest Gas (SWG)	1072224004 2-18	2411072224004	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	107.59
3021 - Southwest Gas (SWG)	1188600002 2-18	2411188600002	Paid by Check # 674271		02/15/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	229.04
				Account 520.092 - Heating Totals				Invoice Transactions 6		\$1,114.10
Account 520.097 - Maint B&G										
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	103.23
				Account 520.097 - Maint B&G Totals				Invoice Transactions 1		\$103.23
Account 520.098 - Janitorial Services										
27347 - A+ Janitorial Service	TOG0118	GVILLE	Paid by Check # 673804		02/07/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	100.00
				Account 520.098 - Janitorial Services Totals				Invoice Transactions 1		\$100.00
Account 520.136 - Rents & Leases Equipment										
4753 - Ricoh USA Inc	5052279463	16769392	Paid by Check # 674255		02/01/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	55.13
				Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 1		\$55.13
Account 520.187 - Internet Expense										
32036 - Spectrum Business	0012509 2/18	8354110060012509	Paid by Check # 674055		02/02/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	67.49
32036 - Spectrum Business	0598044 2/18	8354110060598044	Paid by Check # 674056		02/02/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	49.99
				Account 520.187 - Internet Expense Totals				Invoice Transactions 2		\$117.48
Account 520.197 - Landfill Expense										
15853 - Carson City Landfill	228079 1-18	228079	Paid by Check # 673848		02/01/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	19,412.60
1132 - Douglas Disposal Inc	40990612 1/18	40990612	Paid by Check # 674175		02/01/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	2,457.88
				Account 520.197 - Landfill Expense Totals				Invoice Transactions 2		\$21,870.48



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 611 - Gardinerville Health & San Department 925 - Health & Sanitation Account 520.198 - Recycling Expense 13443 - Bently Ranch	154039	GVILLE	Paid by Check # 673828		01/05/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	52.40
Account 520.198 - Recycling Expense Totals Invoice Transactions 1										
12997 - Do Co Procurement Program	1-18 LACOST	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	181.34
Account 520.200 - Training & Education Totals Invoice Transactions 1										
12372 - Jennifer Yturvide Law PC Corp	480	GVILLE	Paid by Check # 673935		02/01/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	400.00
Account 521.130 - Legal Services Totals Invoice Transactions 1										
2549 - Dallaire Tom-Petty Cash	2-18 GVILLE	PETTY CASH	Paid by Check # 673573		01/30/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	35.00
Account 521.135 - Legal-Collection Cost Totals Invoice Transactions 1										
3814 - Flyers Energy LLC	CFS1548464	8308	Paid by Check # 673333		01/15/2018	02/02/2018	02/02/2018	02/02/2018	02/02/2018	1,099.71
12198 - O'Reilly Automotive Inc	3530-164759	1075650	Paid by Check # 673994		12/29/2017	02/16/2018	02/16/2018	02/16/2018	02/16/2018	(929.00)
12198 - O'Reilly Automotive Inc	3530-164762	1075650	Paid by Check # 673994		12/29/2017	02/16/2018	02/16/2018	02/16/2018	02/16/2018	1,130.98
3814 - Flyers Energy LLC	CFS1556631	8308	Paid by Check # 674188		01/31/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	1,263.41
Account 532.003 - Gas & Oil Totals Invoice Transactions 4										
5785 - AlSCO Inc	LREN1325385	000330	Paid by Check # 673533		01/02/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1327589	000330	Paid by Check # 673533		01/09/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1329719	000330	Paid by Check # 673533		01/16/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1331786	000330	Paid by Check # 673533		01/23/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
5785 - AlSCO Inc	LREN1333886	000330	Paid by Check # 673533		01/30/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	4.39
30870 - Mallory Safety & Supply LLC	4393285	87639	Paid by Check # 673953		01/18/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	168.39
Account 532.028 - Uniforms Totals Invoice Transactions 6										
										\$2,565.10
										\$190.34



Accounts Payable by G/L Distribution Report

G/L Date Range 02/01/18 - 02/28/18

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 532.056 - Subscriptions										
12997 - Do Co Procurement Program	1-18 DALLAIRE	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	123.50
	Account 532.056 - Subscriptions Totals Invoice Transactions 1									\$123.50
4656 - Silver State Industries	01-0626590	TOWN OF GARDNERVILLE	Paid by Check # 673729		01/22/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	62.00
12997 - Do Co Procurement Program	1-18 LOUTHAN	GVILLE	Paid by Check # 673877		01/27/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	89.78
	Account 533.800 - Office Supplies Totals Invoice Transactions 2									\$151.78
16648 - E Squared C Inc	44260	GVILLE	Paid by Check # 673886		02/01/2018	02/16/2018	02/16/2018	02/16/2018	02/16/2018	37.50
	Account 533.806 - Software Totals Invoice Transactions 1									\$37.50
4337 - NV ST Dept of Public Safety	45900	GVILLE 880005	Paid by Check # 674245		02/01/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	36.25
	Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1									\$36.25
2926 - NV Energy	3002174127 2- 18	TOWN OF GARDNERVILLE	Paid by Check # 673664		02/01/2018	02/09/2018	02/09/2018	02/09/2018	02/09/2018	5,359.00
16634 - ABE Printing & Copy	15350	GVILLE	Paid by Check # 674128		02/11/2018	02/23/2018	02/23/2018	02/23/2018	02/23/2018	60.00
	Account 562.000 - Capital Projects Totals Invoice Transactions 2									\$5,419.00
	Department 925 - Health & Sanitation Totals Invoice Transactions 74									\$39,521.30
	Fund 611 - Gardnerville Health & San Totals Invoice Transactions 74									\$39,521.30
	Grand Totals Invoice Transactions 160									\$104,328.94

* = Prior Fiscal Year Activity

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Recognize Steve Thompson for his 10 years of service to the Town of Gardnerville

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

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** N/A

6. **Agenda:** Consent Administrative

Background Information: Recognize Steve Thompson for his 10 years of service to the Town of Gardnerville – See attached certificate.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Certificate of Appreciation

This certificate is presented

Steve Thompson

In appreciation of your 10 continuous years
of dedicated service to the Town of Gardnerville

March 13, 2018

Cassandra Jones, Chairman

Linda Slater, Vice-Chairman

Lloyd Higuera, Board Member

Ken Miller, Board Member

Mary Wenner, Board Member

Tom Dallaire, Town Manager

Gardnerville Town Board



AGENDA ACTION SHEET

1. **For Possible Action:** Discussion to award, award with modifications or reject Town contract 2018-1213, Public Works Project #DO-2018-096, Gardnerville Station renovation project with a base bid in the amount of \$427,000 and additive alternate bid to provide replacement glass roll up door as described in Addendum #2 in the amount of \$10,000, awarded to Simerson Construction, LLC, and authorize the Town Manager to reduce the contract price through coordination with the contractor by value engineering, and sign all necessary contract documents. Funds for this project are from a Community Development Block Grant awarded to Douglas County on behalf of the town in the amount of \$539,350 (\$339,350 for building and \$200,000 for storm drain improvements); with public comment prior to Board action.
2. **Recommended Motion:** To award the Gardnerville station renovation project (PWP#do-2018-096) town project number 2018-2013 to Simerson Construction, LLC, in the amount of \$437,000 total, authorizing the Town Manager to value engineer the project and sign the contract documents.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: Town board directed staff to apply for CDBG funding. The town was awarded the amount requested \$539,350
\$339,000 for the Building remodel
\$200,000 for the Jensen underground stormwater basins purchase
With the town providing an additional; \$186,361
\$25,497 - equipment needed to make the building operational
\$10,864 - furnishings for tables, chairs, storage racks and not part of the building
\$150,000 - funding for the install of the Jensen underground stormwater basins.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

BUDGET

The County will pass through to the Town no more than **\$539,350.00** in CDBG funds for eligible incurred costs and expenses for the Project according to the following budget:

<u>Project Budget Element</u>	<u>Budgeted Amount</u>
Site work ADA parking & ramps	\$ 19,473
Concrete work	\$ 8,445
Metal work	\$ 14,250
Moisture/thermal protection	\$ 20,743
Openings	\$ 46,915
Finishes	\$ 21,349
Specialties	\$ 6,000
Equipment	\$ 4,000
Furnishings	\$ 3,800
Plumbing	\$ 29,775
HVAC	\$ 30,118
Electrical	\$ 46,969
Bonds, Gen. Conditions, Contractor's Fee	\$ 87,513
Two Jensen Stormwater Basins	\$ 200,000
Total costs	\$ 539,350

The County may require a detailed budget breakdown, and the Town will provide such supplementary budget information in a timely fashion in the form and content prescribed by the County. Any amendments to this Project Budget must be approved in writing by the County and is contingent on approval from the State of Nevada CDBG Program.

We are working through a process with the contractor to value engineer the project,

- Wood Wall savings \$ 15k rough
- Mechanical \$ 5-7k
- RPA \$ 4-5k
- Lighting \$ 10-17k
- delete civil \$ 30k rough

The site work outside the building could be done under a separate project if a contractor is available to install this and our guys can install the back flow preventer.

The contractor awarded the project is licensed for the following;



NV LIC #80755 - B2 General Contractor - \$3.6 Million Bid Limit

NV LIC #82010 - C1 Plumbing & Heating - \$2.1 Million Bid Limit

NV LIC #82401 - C2a Electrical Wiring - \$2.1 Million Bid Limit

NV LIC #82401 - C2f Residential Electrical - \$2.1 Million Bid Limit

NV LIC #80046 - C3 Carpentry, Drywall - \$2.1 Million Bid Limit

NV LIC #82382 - C21 Air Conditioning - \$2.1 Million Bid Limit

MHD LIC #B1538X - Manufactured Home General Serviceperson

MHD LIC #A1093 - Manufactured Home A/C, Plmbg, Htg, Elect, & Carpentry.



PROJECT BID TABULATION



BID DATE: 1-Mar-18

ARCHITECT

Dubé Group Architecture
458 Court Street
Reno, NV 89501
(775) 323-1001
dgshares@thedubegroup.com

PROJECT NAME:

Gardnerville Station
2018-1213
PWP-DO 2018 096

LOCAL TIME: 3:00 p.m.

LOCATION:

1407 Highway 395 N
Gardnerville, NV 89410

LOCATION:

1395 Highway 395 N
Gardnerville, NV 89410

NAME OF BIDDER:		Nesser Construction	Shaheen Beachamp	Simerson Const
PRINCIPAL OFFICE ADDRESS:				
ADDENDUM: Acknowledgement of No. 1, 2 & 3				
BID PROPOSAL FORM				
LIST OF SUBCONTRACTORS				
BID BOND				
CDBG forms				
ITEM	DESCRIPTION	QUANTITY & UNITS	TOTAL PRICE	TOTAL PRICE
1	Base Bid	1 LS	\$535,500.00	\$427,000.00
2	Additive alternate #1	1 LS	\$26,800.00	\$10,000.00
T O T A L B I D			\$562,300.00	\$437,000.00

BID PROPOSAL FORM

ARTICLE 1.

PROJECT NAME
AND
LOCATION

Gardnerville Station (former Eagle Gas)
1395 US Highway 395 North
Gardnerville, NV 89410

ARCHITECT

Dubé Group Architecture
458 Court Street
Reno, NV 89501

BID OPENING

Date: March 1, 2018
Time: 3:00 p.m. local time
Place: Town of Gardnerville Administrative Office
1407 US Highway 395 North
Gardnerville, NV 89410

NAME AND ADDRESS
OF BIDDER

TELEPHONE NO.

Simerson Construction LLC
1780 Forrest Way, Ste. 101
Carson City, NV 89706
775-883-3133

STATE OF INCORPORATION
(if applicable)

LLC

NV

IF PARTNERSHIP
NAMES OF PARTNERS

N/A

BID GUARANTEE
Min. 5% of Bid

UNDERLINE ONE:
BID BOND, CASH, CERTIFIED CHECK, CASHIER'S CHECK

ADDENDA RECEIPT
ACKNOWLEDGED

ADDENDA NUMBERED: 1, 2, 3

CONTRACT TIME
LIQUIDATED DAMAGES

120 Calendar Days
\$500.00 per excess calendar day

ARTICLE 2.

IN COMPLIANCE WITH THE NOTICE INVITING SEALED PROPOSALS (BIDS), AND IN ACCORDANCE WITH THE BIDDING DOCUMENTS, THE UNDERSIGNED BIDDER, BEING DULY LICENSED TO PERFORM SUCH WORK BY THE NEVADA STATE CONTRACTOR'S BOARD, AND BEING THOROUGHLY FAMILIAR WITH ALL LOCAL CONDITIONS AFFECTING THE COST OF THE PROJECT, HAVING CAREFULLY EXAMINED THE SITE, AND BIDDING DOCUMENTS, PROPOSES TO PROVIDE AND TO FURNISH FOR THE COSTS SET FORTH IN THE FOLLOWING BID SCHEDULE, ALL LABOR AND MATERIAL, TOOLS, UTILITIES, TRANSPORTATION, EQUIPMENT AND SERVICES REQUIRED TO PERFORM AND TO COMPLETE IN A WORKMANLIKE MANNER ALL THE WORK FROM THE DATE OF THE NOTICE TO PROCEED WITHIN THE ESTABLISHED CONSTRUCTION TIME, SUBJECT TO LIQUIDATED DAMAGES FOR EXCESS WORKING TIME AS ESTABLISHED UNDER ARTICLE 1.

ARTICLE 3. BID SCHEDULE

BASE BID

DESCRIPTION:

Provide all labor, materials, services and equipment to perform all work described in the bidding documents for the remodeling and refurbishing the existing Shell / Eagle Gas station structure to transform the building into a public owned information center complete with full meeting room and restroom facilities with new onsite ADA parking area and ramp improvements.

\$ 427,000.00 Four hundred twenty-seven thousand

ADD AT 1


Provide replacement glass garage doors as described in Addendum 2.

\$ 10,000.00 Ten thousand

ARTICLE 5.

BY AFFIXING HIS SIGNATURE, THE BIDDER CERTIFIES THAT THIS BID PROPOSAL IS SUBMITTED IN ACCORDANCE WITH ALL THE PROVISIONS CONTAINED IN THE BIDDING DOCUMENTS WHICH SHALL BE DEEMED APPLICABLE TO THE WITHIN PROPOSED BID.

BY: (SIGN & TYPE)



Dru Simerson

TITLE *Managing Member*

DATE: 03/01/18

NEVADA CONTRACTORS LICENSE NO.: 80755, 82010, 82401,
80046, 82382

ARTICLE 4. LIST OF SUBCONTRACTORS

Each bidder must list on this bid form the name of each subcontractor who will provide labor or a portion of the work or improvement for the bidder for which the subcontractor will be paid an amount exceeding 5% of the bidder's total bid. The prime contractor shall also list any portion of the work exceeding 5% of the prime contractor's total bid that the prime contractor intends to self-perform.

DESCRIPTION OF WORK	SUBCONTRACTOR	LICENSE NUMBER
Concrete, demo exterior, excavating for plumbing, excavating for concrete, glazing, drywall, carpentry, plumbing, overhead door, Electrical, supervision, HVAC	Simerson Construction LLC	80755, 82382, 80046, 82401, 82010
insulation	Carson Insulation Material ventures	78115
floor + tile	SI Legacy	75964, 75966, 75967
paint	Contract flooring	59925, 62678, 62681, 79437
roofing	clay Davis Roofing	58079
signage	yesco	74289, 74920
civil	armac	075739, 74381

(NOTE: In addition to the "list of Subcontractors" on this form, the three lowest bidders must also submit a second list of subcontractors within two (2) hours after the completion of the opening of bids. This second list must contain the names and contractor's license numbers of all subcontractors whose work will exceed 1% of the total bid or \$50, 000, whichever is greater. The second list must be on the form provided and must be submitted even if there are no subcontractors in the required category. The second list may be submitted with the bid. The prime contractor shall also list any portion of the work exceeding 1% of the prime contractor's total bid or \$50,000, whichever is greater, that the prime contractor intends to self-perform.)

Gardnerville Town Board
AGENDA ACTION SHEET



1. **For Possible Action:** Discussion and provide direction to staff regarding the options available in pursuing the Kingslane 395 sidewalk, culvert and crosswalk project; with public comment prior to Board action.

2. **Recommended Motion:** Provide direction to staff based on the discussion.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 15 minutes

6. **Agenda:** Consent Administrative

Background Information: Last month we discussed splitting the project into smaller sections and or leaving it as a large project.

The costs of the smaller sections:

- | | |
|--|-----------|
| 1. Irrigation box pipe and structure safety improvements. | \$21,560 |
| 2. The channel, sidewalk, crosswalk, and lighting with boring option. | \$255,255 |
| 3. The box culvert and new entrance with power meter option. | \$226,380 |
| 4. Full project with the funds from NDOT already approved for the project. | \$437,690 |

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

- 1. IRRIGATION Box / Pipe
- 2. Channel & sidewalk only w/ crosswalk lighting / Boring.
- 3. ENTRANCE Box CULVERT & Power Meter
- 4. TOTAL PROJECT

2 working days
Call before you Dig.
 1-800-227-2600
 AVOID CUTTING UNDERGROUND UTILITIES



800 E. COLLEGE PARKWAY
 CARSON CITY, NEVADA 89706
 TEL (775) 883-7077
 FAX (775) 883-7114

WWW.LUMOSINC.COM

CIVIL ENGINEERING
 GEOTECHNICAL ENGINEERING
 PLANNING
 LANDSCAPE ARCHITECTURE
 SURVEYING / GIS
 CONSTRUCTION SERVICES
 MATERIALS TESTING

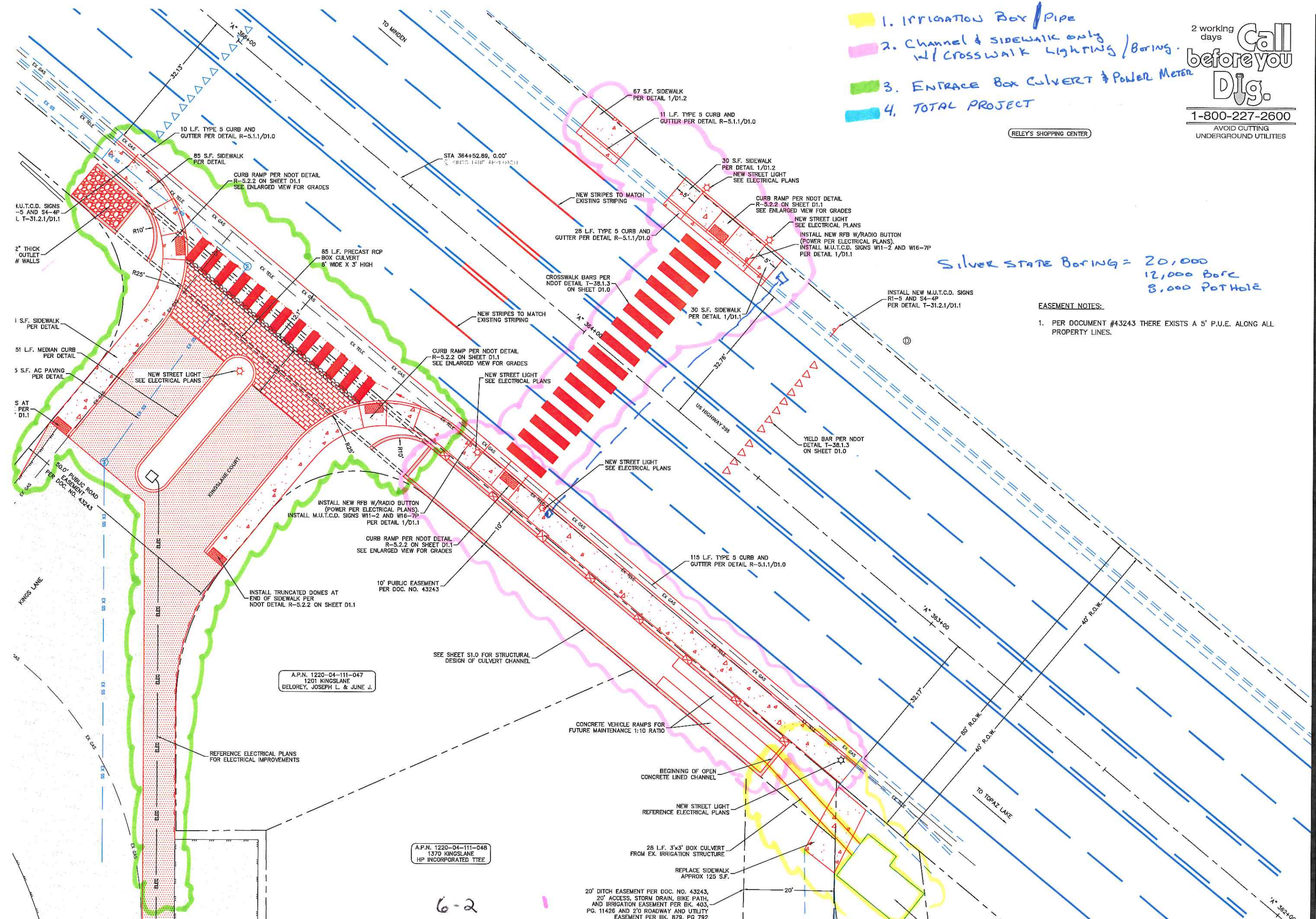


9/11/17

Silver State Boring = 20,000
 12,000 Bore
 8,000 Pot Hole

EASEMENT NOTES:

1. PER DOCUMENT #43243 THERE EXISTS A 5' P.U.E. ALONG ALL PROPERTY LINES.



A.P.N. 1220-04-111-047
 1201 KINGSLANE
 DELOREY, JOSEPH L. & JUNE J.

A.P.N. 1220-04-111-048
 1370 KINGSLANE
 HP INCORPORATED TTEE

6-2

TOWN OF GARDNERVILLE
**CIVIL IMPROVEMENT PLANS
 KINGSLANE ADA AND LIGHTING PROJECT
 SURFACE IMPROVEMENT PLAN**
 TOWN OF GARDNERVILLE
 DOUGLAS COUNTY
 NEVADA

REV	DATE	DESCRIPTION	BY

Kingslane Entrance Improvements
Town of Gardnerville
Cost Estimate



OPTION 1 - IRRIGATION BOX AND PIPE

LUMOS & ASSOC. JN: 8939.001

Date: 03/09/18

	ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
Task:					
1	Mobilization/Demobilization	1	LS	\$ 3,000.00	\$ 3,000
2	Demolition (AC, Concrete, Striping, Wall, fencing, Pillars, etc)	1	LS	\$ 2,000.00	\$ 2,000
3	Traffic Control	1	LS	\$ 2,000.00	\$ 2,000
4	Type 5 Curb and Gutter	20	LF	\$ 40.00	\$ 800
5	New Sidewalk	200	SF	\$ 10.00	\$ 2,000
6	ADA Curb Ramp (Perpendicular)	0	EA	\$ 4,500.00	\$ -
7	ADA Curb Ramp (Corner)	0	EA	\$ 5,500.00	\$ -
8	Truncated Domes (at end of depressed sidewalk)	0	EA	\$ 500.00	\$ -
9	Concrete Valley Gutter/Spandrel (includes raising utilities)	0	SF	\$ 15.00	\$ -
10	Stamped Concrete (Entrance)	0	SF	\$ 17.50	\$ -
11	Median Curb	0	LF	\$ 30.00	\$ -
12	AC Patching (includes raising utilities)	0	SF	\$ 5.00	\$ -
13	New RFB W/Radio	0	EA	\$ 7,000.00	\$ -
14	Precast Box Culvert - 8x3	0	LF	\$ 550.00	\$ -
15	Precast Box Culvert - 3x3	28	LF	\$ 350.00	\$ 9,800
16	Signage	0	LS	\$ 3,000.00	\$ -
17	Striping	0	LS	\$ 5,000.00	\$ -
18	Electrical Improvements/Lighting	0	LS	\$ 80,000.00	\$ -
19	Channel Rip Rap	0	LS	\$ 2,500.00	\$ -
20	Concrete Channel & Walls	0	LS	\$ 85,000.00	\$ -
21	Masonry Walls and Pillars	0	LF	\$ 300.00	\$ -
Subtotal					\$ 19,600
Contingency (10%)					\$ 1,960
Grand Total					\$ 21,560

General Note: This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.

L:\ENGINEERING\PROJECTS\2018\1003 - KINGSLANE SIDEWALK\100%plans\[Kingslane Cost Estimate -options.xlsx]Option 4

Kingslane Entrance Improvements
Town of Gardnerville
Cost Estimate



OPTION 2 - Channel & Sidewalk only
w/ Crosswalk lighting boring

LUMOS & ASSOC. JN: 8939.001

03/09/18

	ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
Task:					
1	Mobilization/Demobilization	1	LS	\$ 15,000.00	\$ 15,000
2	Demolition (AC, Concrete, Striping, Wall, fencing, Pillars, etc)	1	LS	\$ 12,000.00	\$ 12,000
3	Traffic Control	1	LS	\$ 18,000.00	\$ 18,000
4	Type 5 Curb and Gutter	120	LF	\$ 40.00	\$ 4,800
5	New Sidewalk	600	SF	\$ 10.00	\$ 6,000
6	ADA Curb Ramp (Perpendicular)	2	EA	\$ 4,500.00	\$ 9,000
7	ADA Curb Ramp (Corner)	0	EA	\$ 5,500.00	\$ -
8	Truncated Domes (at end of depressed sidewalk)	0	EA	\$ 500.00	\$ -
9	Concrete Valley Gutter/Spandrel (includes raising utilities)	0	SF	\$ 15.00	\$ -
10	Stamped Concrete (Entrance)	0	SF	\$ 17.50	\$ -
11	Median Curb	0	LF	\$ 30.00	\$ -
12	AC Patching (includes raising utilities)	0	SF	\$ 5.00	\$ -
13	New RFB W/Radio	2	EA	\$ 7,000.00	\$ 14,000
14	Precast Box Culvert - 8x3	0	LF	\$ 550.00	\$ -
15	Precast Box Culvert - 3x3	0	LF	\$ 350.00	\$ -
16	Signage	1	LS	\$ 3,000.00	\$ 3,000
17	Striping	1	LS	\$ 2,500.00	\$ 2,500
18	Electrical Improvements/Lighting (4 lights and bore)	1	LS	\$ 56,000.00	\$ 56,000
19	Channel Rip Rap	0	LS	\$ 2,500.00	\$ -
20	Concrete Channel & Walls	1	LS	\$ 85,000.00	\$ 85,000
21	Masonry Walls and Pillars	45	LF	\$ 150.00	\$ 6,750
Subtotal					\$ 232,050
Contingency (10%)					\$ 23,205
Grand Total					\$ 255,255

General Note: This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.

L:\ENGINEERING\PROJECTS\2018\1003 - KINGSLANE SIDEWALK\100%plans\[Kingslane Cost Estimate -options.xlsx]Option 4

Kingslane Entrance Improvements
Town of Gardnerville
Cost Estimate



OPTION 3 - Entrance Box Culvert & Power Meter

LUMOS & ASSOC. JN: 8939.001

Date: 03/09/18

	ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
Task:					
1	Mobilization/Demobilization	1	LS	\$ 15,000.00	\$ 15,000
2	Demolition (AC, Concrete, Striping, Wall, fencing, Pillars, etc)	1	LS	\$ 10,000.00	\$ 10,000
3	Traffic Control	1	LS	\$ 15,000.00	\$ 15,000
4	Type 5 Curb and Gutter	120	LF	\$ 40.00	\$ 4,800
5	New Sidewalk	600	SF	\$ 10.00	\$ 6,000
6	ADA Curb Ramp (Perpendicular)	0	EA	\$ 4,500.00	\$ -
7	ADA Curb Ramp (Corner)	2	EA	\$ 5,500.00	\$ 11,000
8	Truncated Domes (at end of depressed sidewalk)	2	EA	\$ 500.00	\$ 1,000
9	Concrete Valley Gutter/Spandrel (includes raising utilities)	760	SF	\$ 15.00	\$ 11,400
10	Stamped Concrete (Entrance)	492	SF	\$ 17.50	\$ 8,610
11	Median Curb	83	LF	\$ 30.00	\$ 2,490
12	AC Patching (includes raising utilities)	2,600	SF	\$ 5.00	\$ 13,000
13	New RFB W/Radio	0	EA	\$ 7,000.00	\$ -
14	Precast Box Culvert - 8x3	85	LF	\$ 550.00	\$ 46,750
15	Precast Box Culvert - 3x3	0	LF	\$ 350.00	\$ -
16	Signage	0	LS	\$ 3,000.00	\$ -
17	Striping	1	LS	\$ 2,500.00	\$ 2,500
18	Electrical Improvements/Lighting (1 light, Meterbox)	1	LS	\$ 34,000.00	\$ 34,000
19	Channel Rip Rap	1	LS	\$ 2,500.00	\$ 2,500
20	Concrete Channel & Walls	0	LS	\$ 85,000.00	\$ -
21	Masonry Walls and Pillars	145	LF	\$ 150.00	\$ 21,750
Subtotal					\$ 205,800
Contingency (10%)					\$ 20,580
Grand Total					\$ 226,380

General Note: This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.

L:\ENGINEERING\PROJECTS\2018\1003 - KINGSLANE SIDEWALK\100%plans\[Kingslane Cost Estimate -options.xlsx]Option 4

Kingslane Entrance Improvements
Town of Gardnerville
Cost Estimate
OPTION 4 - Total project



LUMOS & ASSOC. JN: 8939.001

Date: 03/09/18

	ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
Task:					
1	Mobilization/Demobilization	1	LS	\$ 20,000.00	\$ 20,000
2	Demolition (AC, Concrete, Striping, Wall, fencing, Pillars, etc)	1	LS	\$ 17,500.00	\$ 17,500
3	Traffic Control	1	LS	\$ 25,000.00	\$ 25,000
4	Type 5 Curb and Gutter	210	LF	\$ 40.00	\$ 8,400
5	New Sidewalk	1,270	SF	\$ 10.00	\$ 12,700
6	ADA Curb Ramp (Perpendicular)	2	EA	\$ 4,500.00	\$ 9,000
7	ADA Curb Ramp (Corner)	2	EA	\$ 5,500.00	\$ 11,000
8	Truncated Domes (at end of depressed sidewalk)	2	EA	\$ 500.00	\$ 1,000
9	Concrete Valley Gutter/Spandrel (includes raising utilities)	760	SF	\$ 15.00	\$ 11,400
10	Stamped Concrete (Entrance)	492	SF	\$ 17.50	\$ 8,610
11	Median Curb	83	LF	\$ 30.00	\$ 2,490
12	AC Patching (includes raising utilities)	2,600	SF	\$ 5.00	\$ 13,000
13	New RFB W/Radio	2	EA	\$ 7,000.00	\$ 14,000
14	Precast Box Culvert - 8x3	85	LF	\$ 550.00	\$ 46,750
15	Precast Box Culvert - 3x3	28	LF	\$ 350.00	\$ 9,800
16	Signage	1	LS	\$ 3,000.00	\$ 3,000
17	Striping	1	LS	\$ 5,000.00	\$ 5,000
18	Electrical Improvements/Lighting (5 lights and bore)	1	LS	\$ 70,000.00	\$ 70,000
19	Channel Rip Rap	1	LS	\$ 2,500.00	\$ 2,500
20	Concrete Channel & Walls	1	LS	\$ 85,000.00	\$ 85,000
21	Masonry Walls and Pillars	145	LF	\$ 150.00	\$ 21,750
Subtotal					\$ 397,900
Contingency (10%)					\$ 39,790
Grand Total					\$ 437,690

General Note: This preliminary estimate of probable construction cost is the Engineer's best judgement as a professional engineer generally familiar with this type of construction. However, since the Engineer has no control over market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from this estimate.

L:\ENGINEERING\PROJECTS\2018\1003 - KINGSLANE SIDEWALK\100%plans\[Kingslane Cost Estimate -options.xlsx]Option 4

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Receive staff update on county recycling program and provide direction to staff on a town recycling program; with public comment prior to Board action.

2. **Recommended Motion:** Based on direction form the discussion.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 60 minutes

6. **Agenda:** Consent Administrative

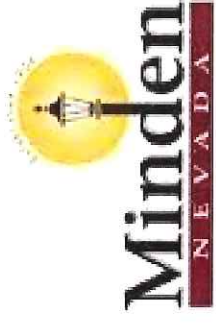
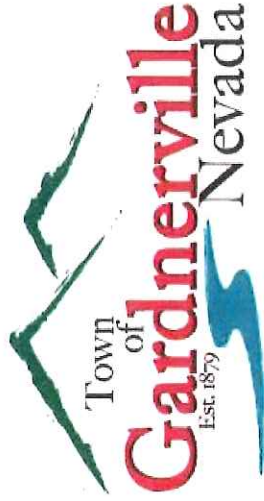
Background Information: The town participated in the trial recycling effort with DDI in February 2017 to July 2017. DDI reported to the county commissioners in October 2017 the results of the program and a cost for processing of the material. The cost they reported back to the commissioners was a \$10 increase per month to collect and process the material. South Tahoe Refuse would not be able to process all the material at South Lake, Douglas County on the basin side of the sierras and the valley material. There needs to be a facility down in the valley. So the option is a site at the Douglas County transfer station that DDI manages or a sorting station at the Ormsby Landfill, which is in discussion again and could be out to RFP in the near future with a 2020 start date. Bottom line is the town, with a limited customer base, could not make this work and keep the costs of services down for our residents. It is an additional service where more time and equipment is needed and possibly a new facility as we are out of room at the 1369 Highway 395 maintenance yard.

Attached is the power point I will review at the meeting.

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

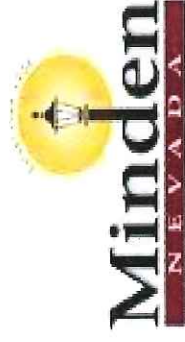
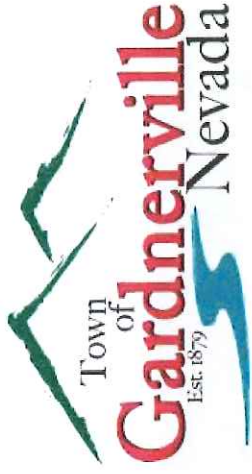
8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



Single Stream Curbside Recycling Pilot Program

Photography courtesy of Jennifer Ward



The pilot recycling program was designed to answer consistent and continuing inquiries about curbside recycling in the Valley:



Who would participate?

How much would we recycle?

How much would it cost?

And finally, would residents be willing to pay for it?

Pilot Curbside Recycling Program In Carson Valley

- Six month pilot period, February through July
- 140 homes in DDI residential area
- 120 homes in Town of Gardnerville
- 140 homes in Town of Minden
- Pickup every other week
- No charge for service
- Processed at STR recycling facility
- Survey of participants

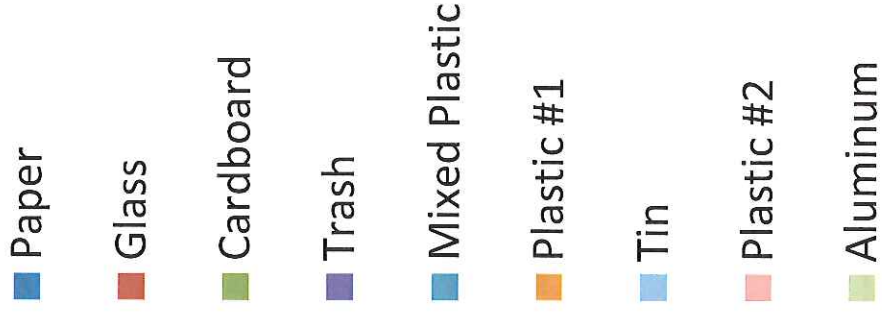


Pilot Curbside Recycling Program Data

Average Weight Per Load	2,436 lb.	
Average Participation Rate	80%	
Processed Weight	78,440 lbs.	
Recyclables Weight	70,917 lbs.	Based on
Contamination Weight	7,523 lbs.	DDI's
Processing Cost	\$ 7,932	information
Collection Cost	\$ 7,467	
Transport Cost	\$ <u>2,700</u>	
Total Cost	\$ 18,099	
Revenue	(\$ 3,085)	
Disposal Off-Set	<u>(\$ 850)</u>	
Net Cost of Program	\$ 14,164	
Cost Per Ton	\$ 361	

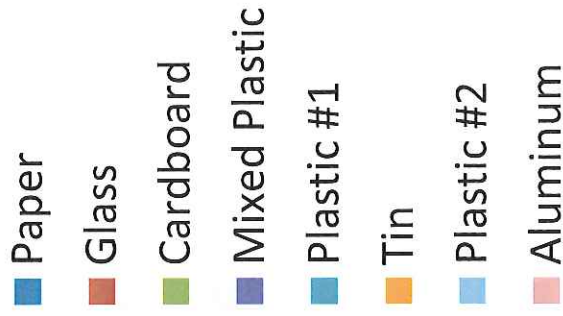
Materials By Type

Material	% By Weight	Value Per Ton
Paper	34%	\$75
Glass	22%	-\$14
Cardboard	19%	\$125
Trash	9%	-\$106
Mixed Plastic	5%	-\$110
Plastic #1	4%	\$80
Tin	3%	\$70
Plastic #2	2%	\$160
Aluminum	2%	\$1500



Materials by Revenue

Material	Scrap Value Per Ton	% By Revenue
Paper	\$75	32%
Glass	-\$14	~4%
Cardboard	\$125	29%
Mixed Plastic	-\$110	~8%
Plastic #1	\$80	4%
Tin	\$70	3%
Plastic #2	\$160	4%
Aluminum	\$1300	40%



Pilot Curbside Recycling Survey Results

Participant Approval Rating

- Convenience 92%
- Tote Size 90%
- Information Clear 90%
- Pickup Schedule 86%
- Storage Problems 44%
- Value of Program
 - \$0 month 26.5%
 - \$1-\$2 a month 20.5%
 - \$3-\$4 a month 26.5%
 - \$5 or more a month 26.5%



Survey Question: Preferred Recycling Programs

- Volunteer recycling at Transfer Station 21%
- Volunteer recycling at drop-off sites 12%
- Expand volunteer drop-off sites 16%
- Curbside recycling at increased cost 65%
- Curbside green waste recycling 74%
- Large item drop off for customers 24%

Current Recycling Options

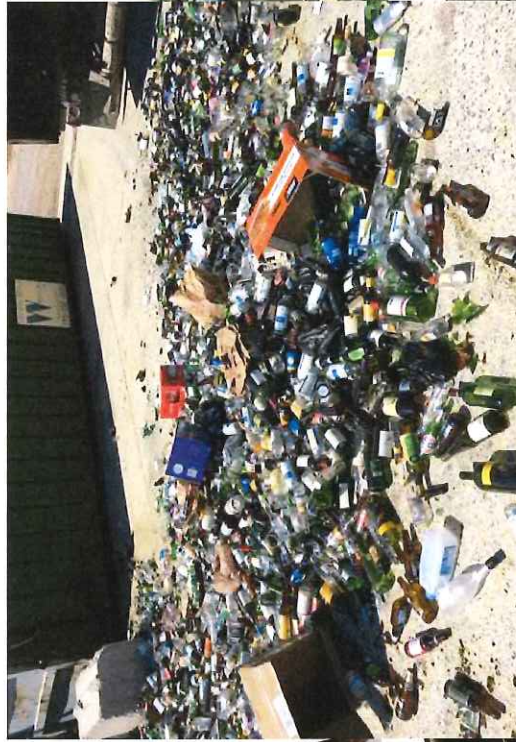
Douglas County Transfer Station

- ❖ Cardboard, glass, plastics, paper, tin
- ❖ Wood and green waste recycling
- ❖ Metal recycling
- ❖ Used oil recycling

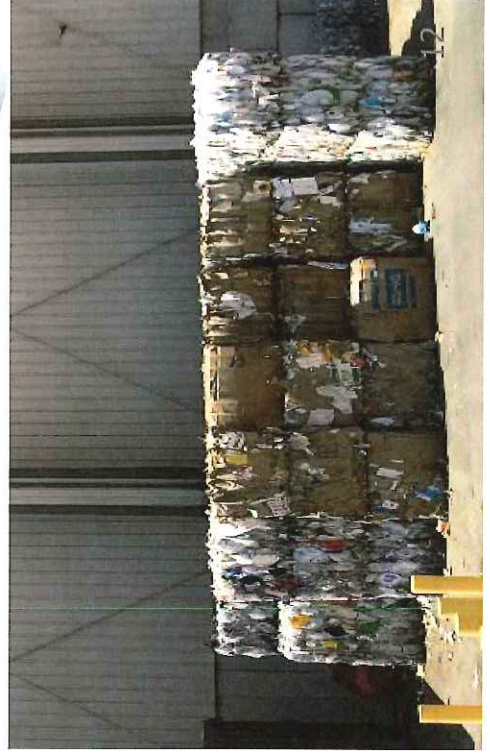
Community Recycling Drop-Off

- ❖ Pa Wau Lu Middle School
- ❖ Jacks Valley Elementary
- ❖ Gardnerville Elementary
- ❖ Topaz GID
- ❖ Douglas Animal Shelter – aluminum donation
- ❖ Boy Scouts Troop 495 – aluminum donation

Community Drop-Off Boxes



Transfer Station Processing



Transfer Station Expansion Options

Increased Drop-Off Sites

- Maximize Processing
- Power Upgrade
- Industrial Baler
- Sorting Line

County approved \$99,999 for these improvements

Facility Expansion

- Building Addition
- Elevated Sorting Line
- Bunkers and Shoots
- Additional Staffing



Comments and Direction

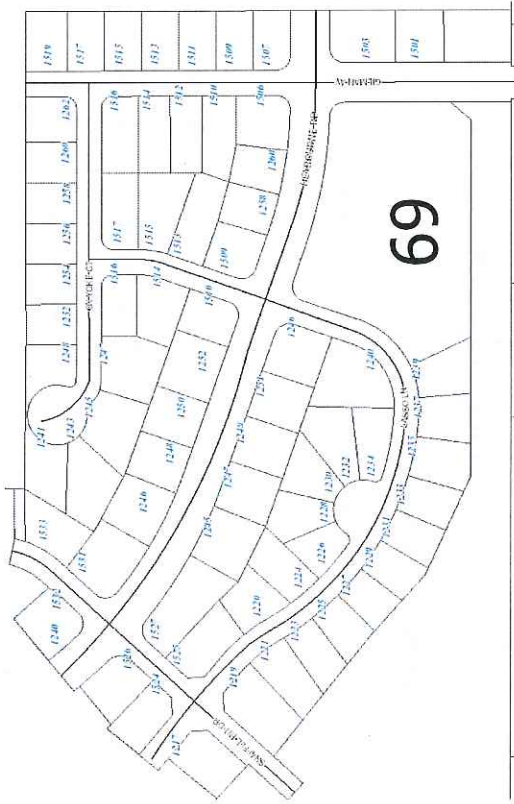
Sample Survey Response:

We have 2 different views in our house:

1. My husband doesn't care about a recycling program & will be mad if we have to pay extra for it.
2. I love the recycling program & am willing to pay a small fee for it. I'm sad that we had to end the pilot program & can't just roll right into a permanent recycling program. It's about time we have this.

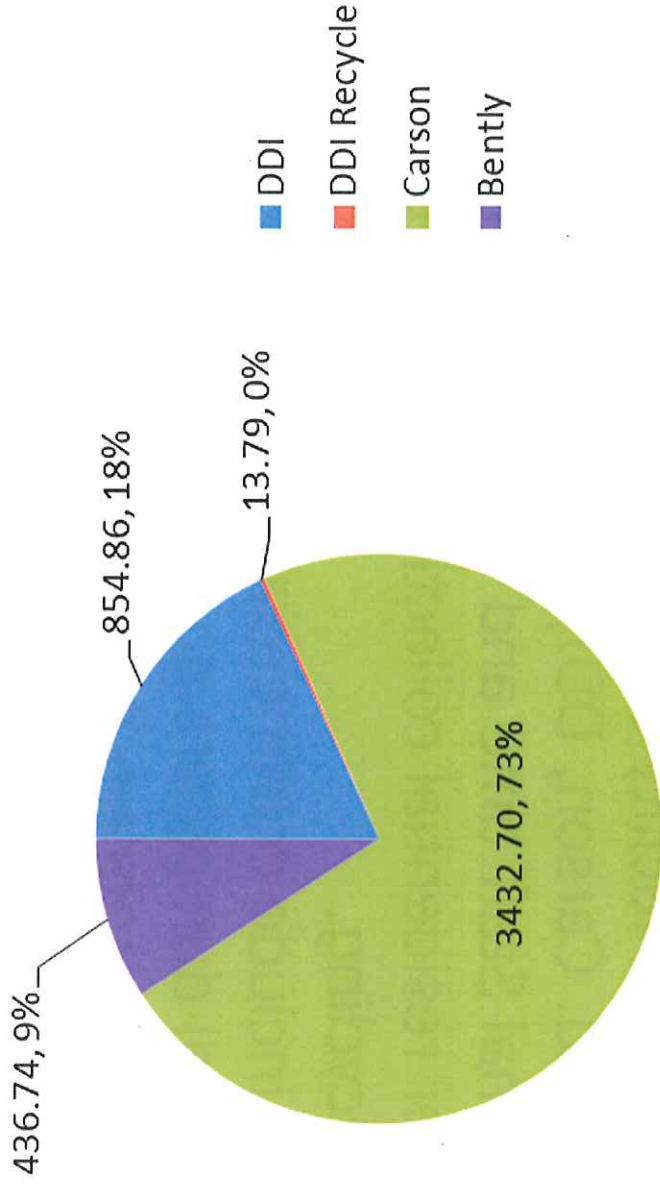


Town of Gardnerville specific INFO



- Not a full representation of the Town demographic – 179 res. Of the Ranch and Chichester
- For the route and access convenience.
- 10% of customer base
- 165 Totes handed out in February
- 150 Totes in the field for the duration of the pilot
- 60-110 totes were picked up every other week (manual count by staff)
- Ave customer trash 36 lb/week – recycling reduced 7 lbs/week

Land Fill tonage 2017



Recycling #'s

Timeframe	Tons Collected
February 2017	1.99
March 2017	2.16
April 2017	2.33
May 2017	2.23
June 2017	2.56
July 2017	2.52
Total	13.79

436.74 tons of Green waste to dumped at Bentley

854.86 tons of refuse dumped at DDI transfer station in addition to the **13.79** tons recycling tonnage

3,432.70 tons of refuse dumped at the Ornsby Landfill in Carson City

- Man hours were 1 hour 20 min for pickup and 40 min for delivery to DDI every other week.
- 24 man hours collection equaling \$3,240 cost over the trial period (6 months and almost every other week)

This cost did not include delivery/pickup and reuse old style totes, new black lids, or administrative costs. Only driving time to collect the additional route.

Things to consider for a town program;

1. Need a New facility to take the collected material too be processed. Carson, DDI, or build a transfer station of out own.
2. Additional Staff time and truck needed for the addition of another residential collection day or we alternate green waste and recycling.
3. Do we include commercial if so where do the bins or additional dumpsters go?
4. Would the program be mandatory?

1800 total town residential customers

20% did not participate: (360) = **1440 customers participate**

Of those 1440 – 40% (546) to 73% (1050) pickups every other week. $(1050 * 7 \text{ lbs}) = 3.76 \text{ tons/week}$
4 ton = 12 tons per month or **144 tons annually**.
2000lbs

Reduce the average annual refuse to a landfill from 1650 tons annually to **1506 tons**

A savings to the fund @ 144*\$105= \$15,120 @ DDI
144*\$58= \$8352 @ Carson City Landfill

would cost the fund \$361*144 tons= \$51,984 for processing.

Plus staff time to collect material and equipment

1500 new 95 gallon totes (3.5 truck loads of totes) @ \$60 each = \$90,000)

plus staff time to drop off to all customers. 3 weeks to drop off totes.

Need new staff to help cover routes, We need that position now. as Public works guys cover trash when they are sick or on vacation.

Cost Analysis for Recycling program Implementation

New recycling dump costs	
25 Tons	per month
300 Tons	per year
\$350 per ton	
\$105,000	DDI Recycling cost per year

Reduction in overall landfill cost	
300 Tons	per year
\$70 per ton	
(\$21,000)	Reduction in landfill cost

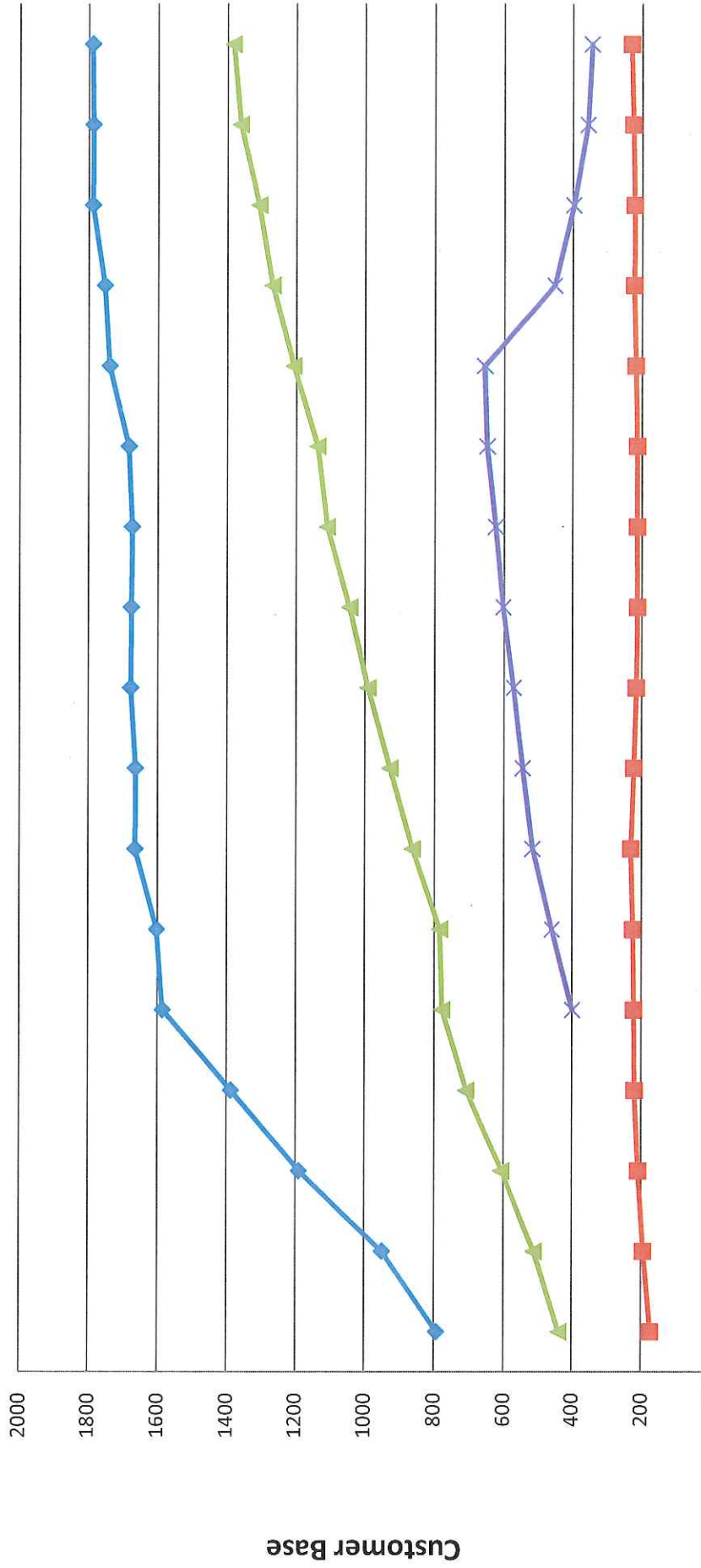
Additional staff	
1 Staff	
\$17.00 per hour	
\$35,360 per year	
42% Benefits	
\$50,211	Cost of employee

Additional Vehicle	
1 Truck	
\$270,000 New Truck Cost	
\$31,452 per year	10 year vehicle loan 3.11% interest rate

One Time startup cost - Totes to customer	
1700 Totes	
\$60.00 Cost per tote	
\$102,000.00	Startup cost

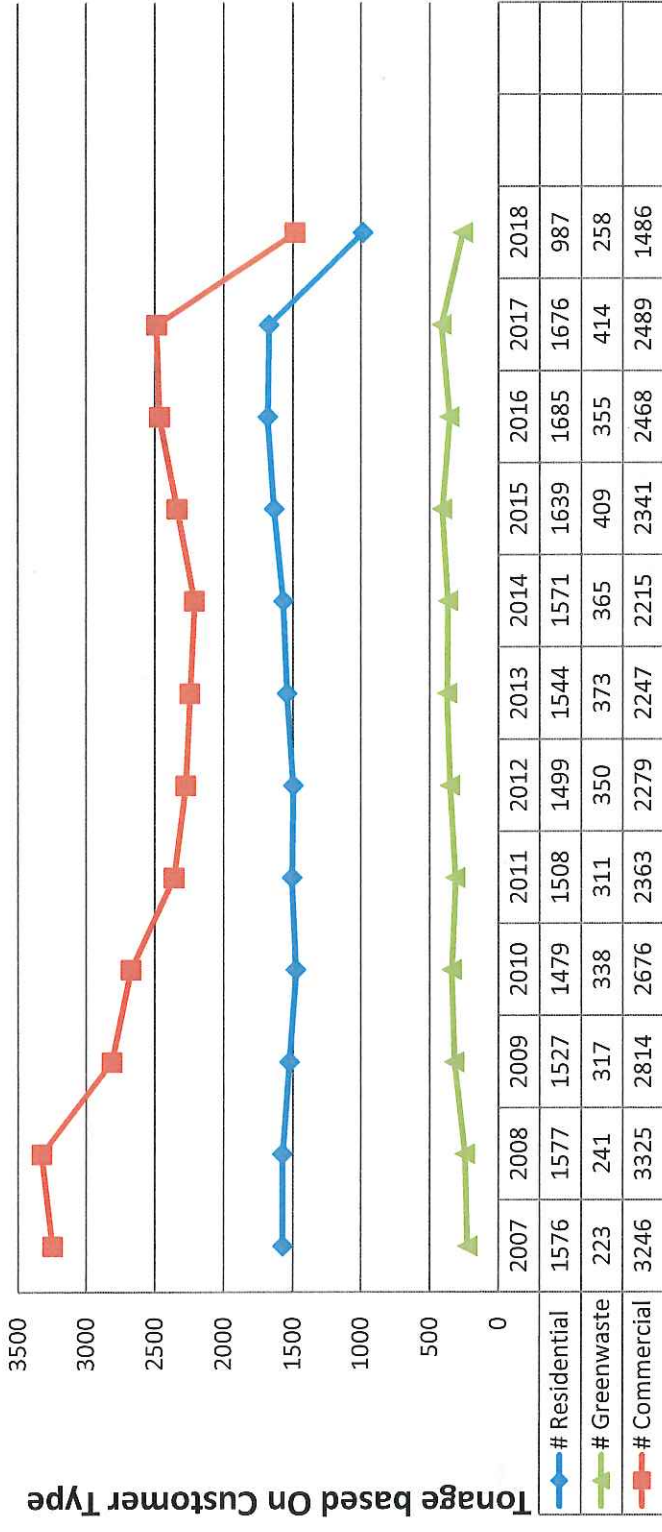
Summary of recycling cost	
Startup Cost	\$102,000.00 One Time startup cost - Totes to customer
Yearly Cost	\$105,000 DDI Recycling cost per year
	(\$21,000) Reduction in landfill cost
	\$50,211 Cost of employee
	\$31,452 10 year vehicle loan 3.11% interest rate
Total	\$165,663 Yearly

Rate Increase Cost Analysis	
\$165,663	Needed to fund the program
1789	Total Residential Customers
\$92.60	Per customer per year
\$23.15	Per quarter increase per customer
\$58.00	Current quarterly bill
\$81.15	New Quarterly Cost
\$79.78	DDI current cost per quarter

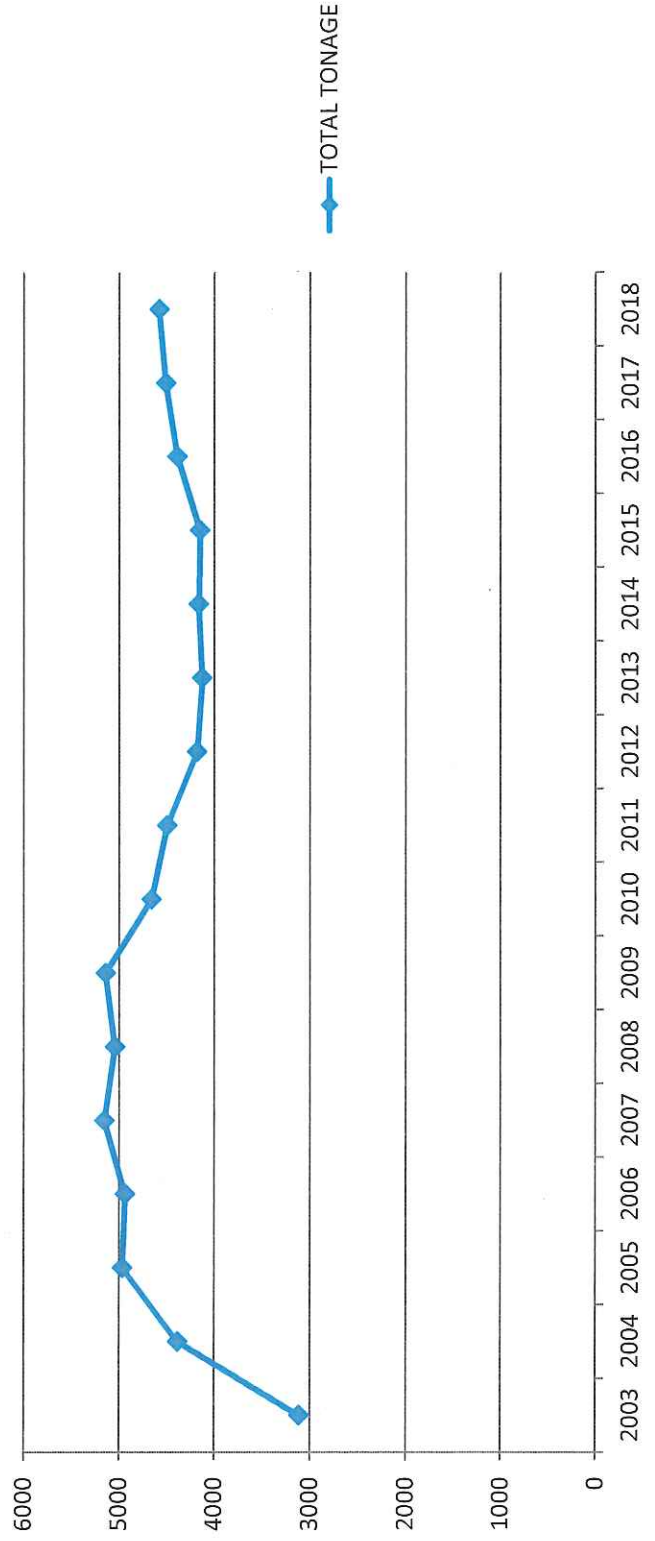


	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
# Residential	793	949	1190	1388	1586	1603	1666	1665	1679	1678	1675	1685	1740	1754	1789	1788	1790
# Greenwaste	438	512	606	707	777	784	863	927	991	1044	1109	1137	1208	1269	1308	1362	1383
# Commercial	173	194	209	220	222	225	231	223	216	213	214	214	218	223	222	226	231
X-cans					400	460	517	545	572	603	625	649	656	453	398	357	345

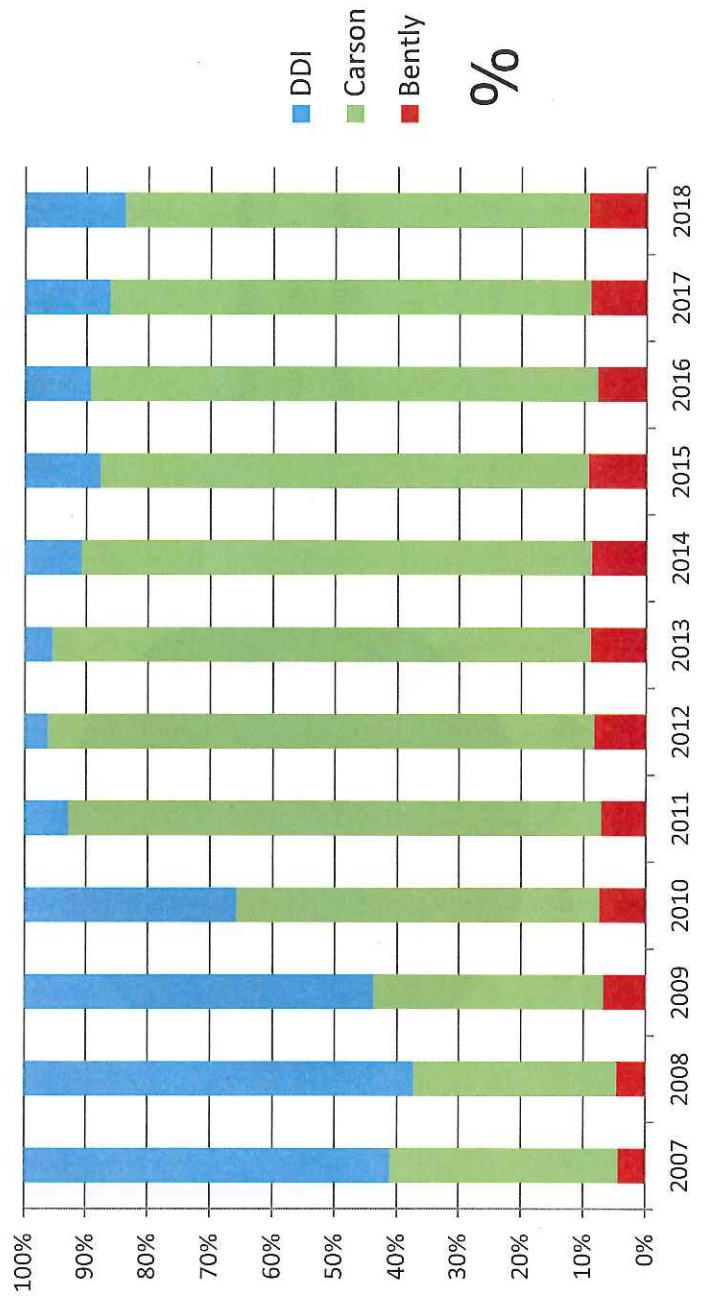
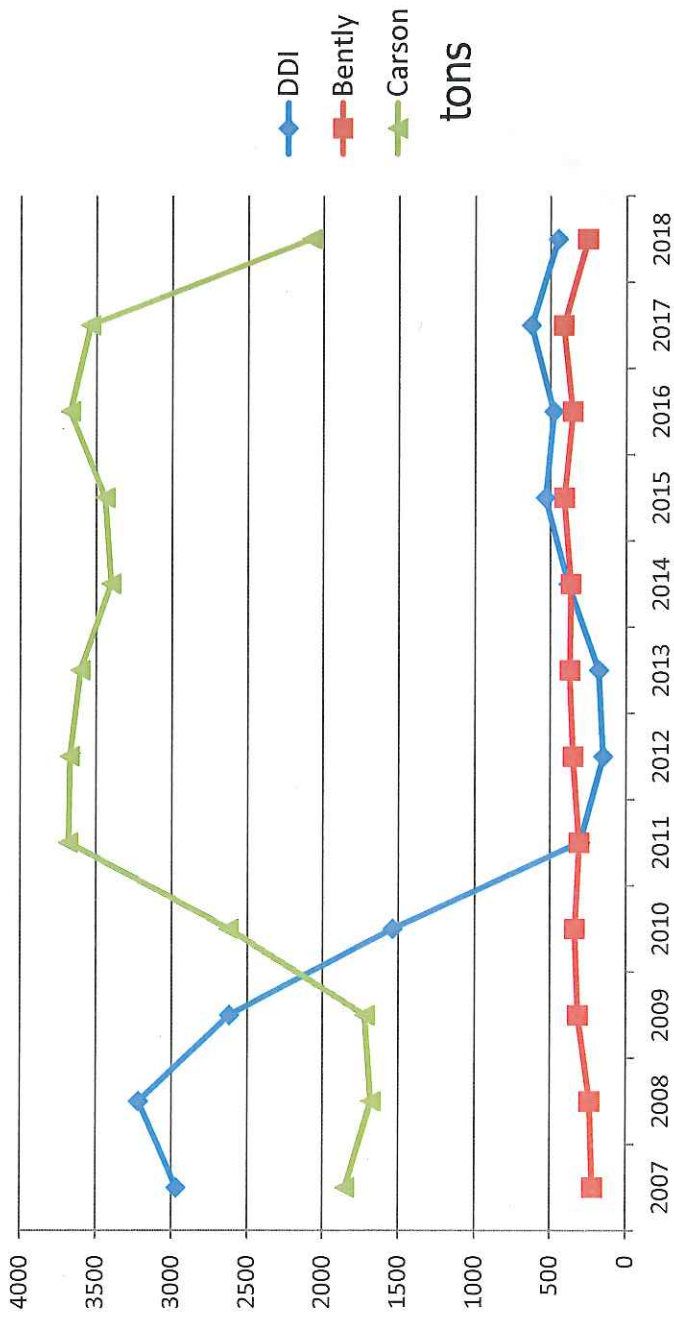
Customer Distribution



TOTAL TONNAGE BY FISCAL YEAR

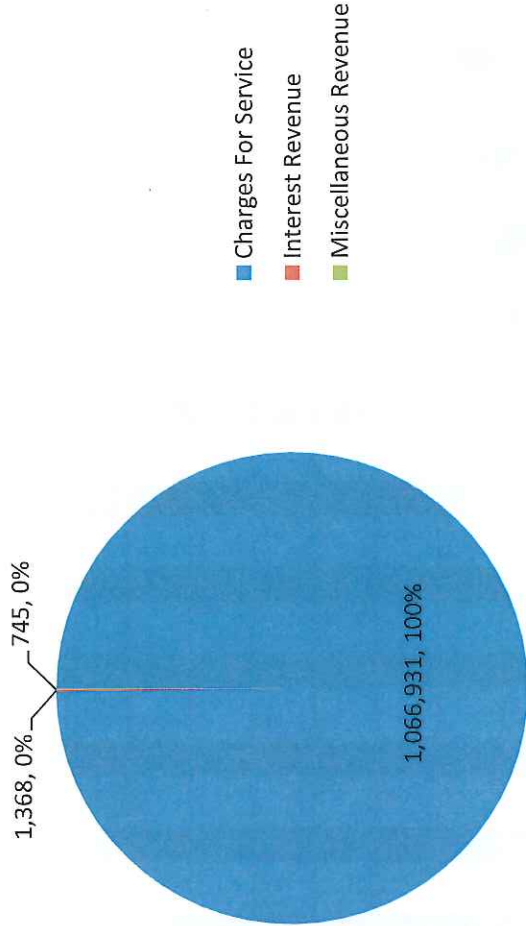


Facility Tonnage Distribution

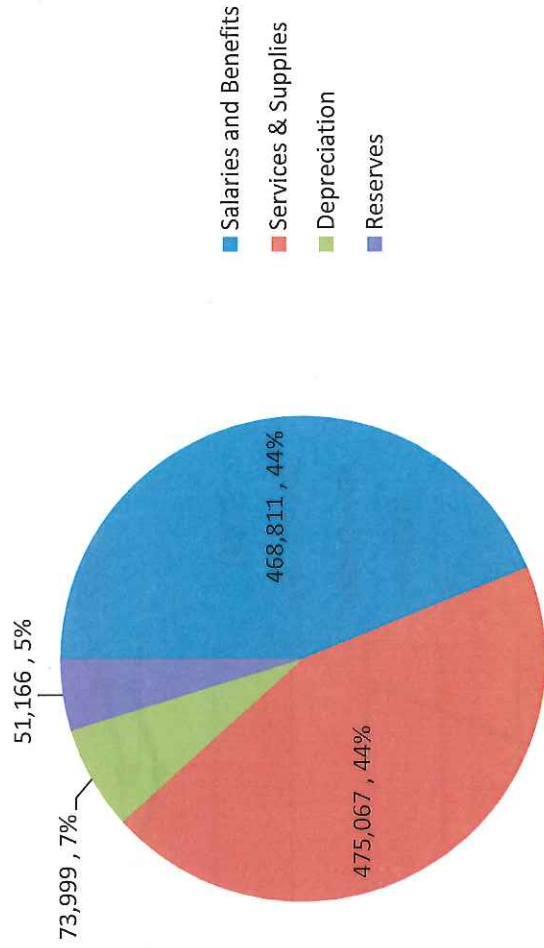


July 2017/June 2018 Fiscal Year

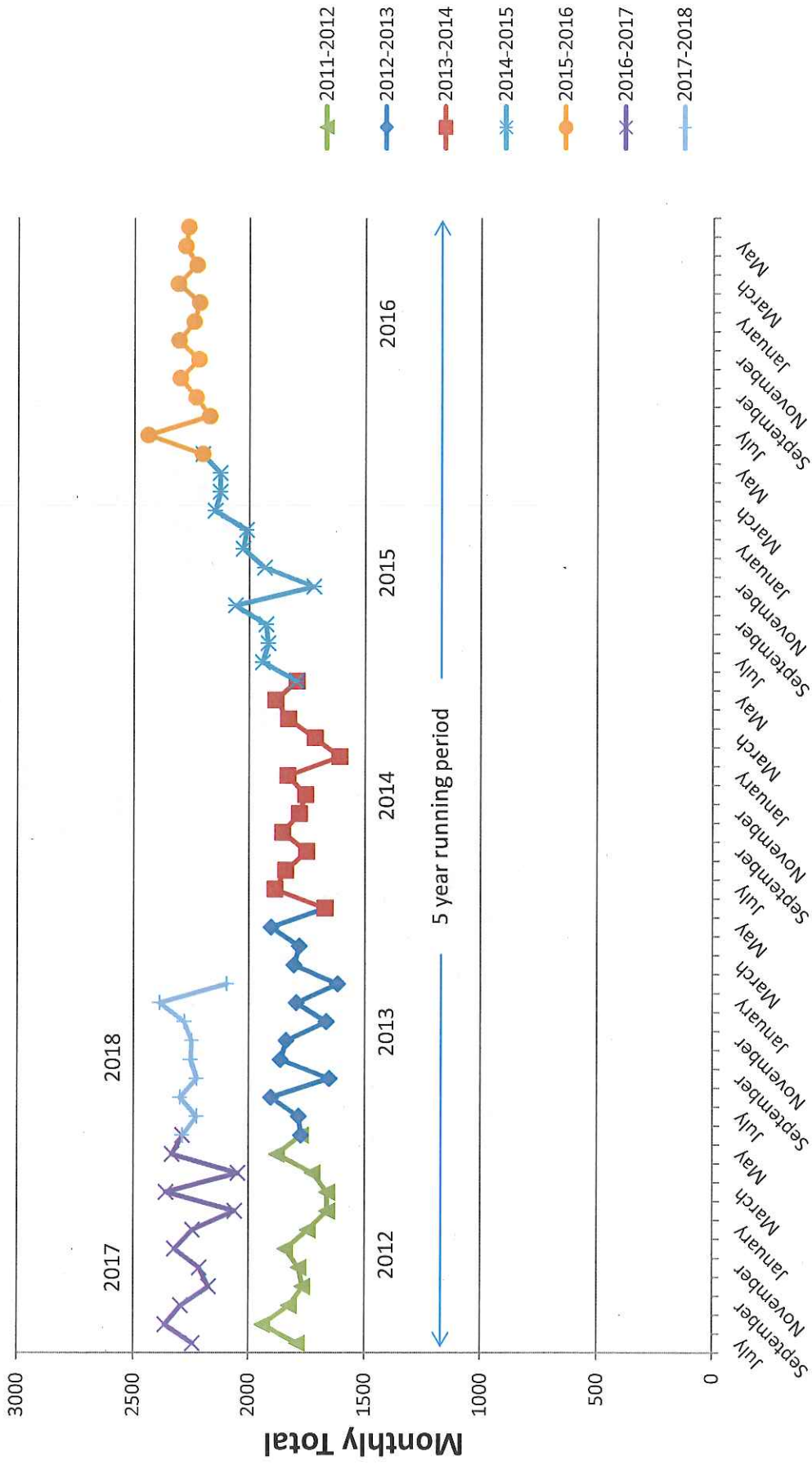
Fund 611-Gardnerville H&S - Revenue



Fund 611 - Gardnerville H&S - Expenses



Commercial Dumpster Pick-Ups – Monthly

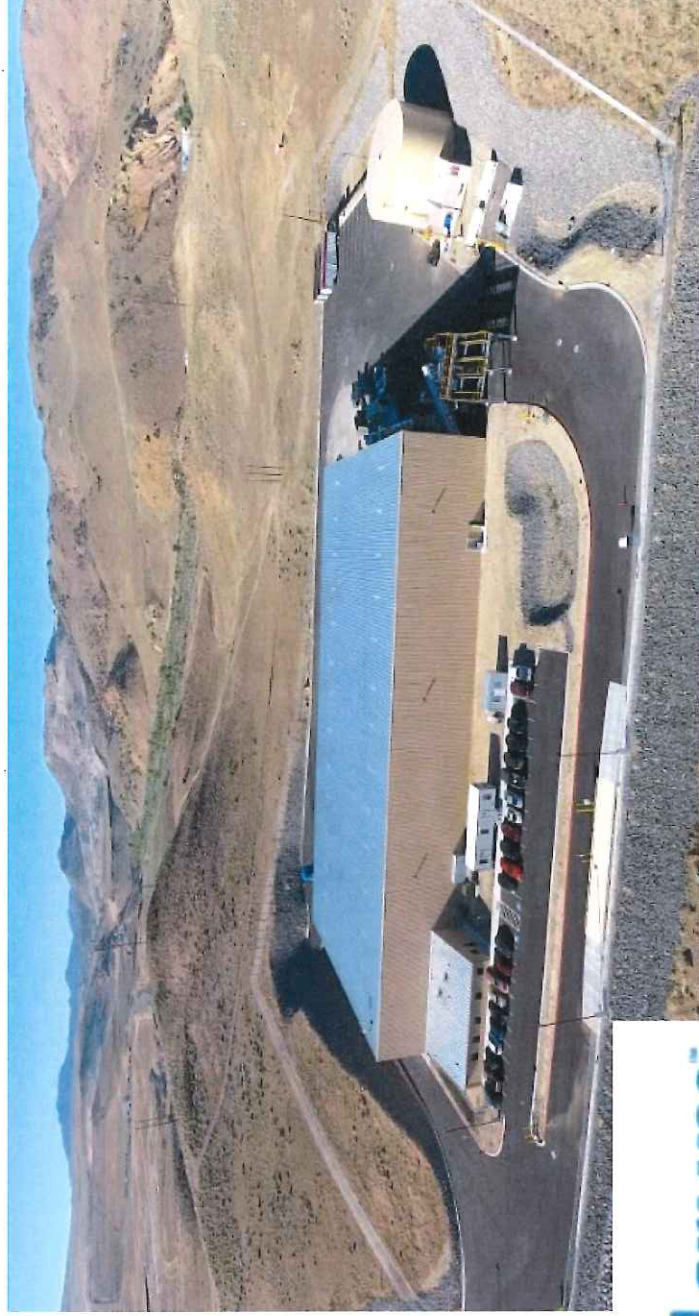


Our first project is the Sierra Biofuels Plant located in Storey County, Nevada, approximately 20 miles east of Reno. Once completed, Sierra is expected to process approximately 175,000 tons of MSW feedstock annually, creating 10.5 million gallons per year of renewable synthetic crude oil, or “syncrude,” that will be processed by our partners into transportation fuel.

With \$280 million of capital investment, 500 construction jobs, 120 permanent jobs and approximately 1,000 indirect jobs, Sierra is helping stimulate economic growth in Northern Nevada.

Sierra Phase One: Feedstock Processing Facility (FPF)

Construction of our 65,000 square foot FPF was completed in 2016 and the facility has been in operations since. The FPF is strategically located adjacent to Waste Management’s Lockwood Regional Landfill, one of the largest landfills in the Western U.S. The FPF is also within close proximity to the Sierra Biorefinery to maximize supply chain logistics and reduce transportation costs.



Sierra Phase Two: Biorefinery

Phase 2 of our Sierra project is the Sierra Biorefinery where the prepared MSW feedstock produced at the FPF will be converted into a low-carbon syncrude. The syncrude product will then be transported to an Andeavor (formerly Tesoro) refinery to be further processed into transportation fuel. The Biorefinery is expected to begin operations in 2020.



Clean, Low-Cost, Sustainable

Low-carbon fuel made from trash reduces reliance on imported oil



Would the Board be OK with Changing the name of the
611 Health and Sanitation fund to:

Gardnerville Refuse

Gardnerville Refuse & Recycling

Gardnerville

Any other ideas?

ORDINANCE NO. 464

AN ORDINANCE AMENDING SECTION 8.06.100 OF CHAPTER 8.06 OF THE DOUGLAS COUNTY CODE; PROVIDING FOR THE REQUIREMENTS AND PROCEDURES FOR TRASH AND GARBAGE COLLECTION WITHIN THE TOWN OF GARDNERVILLE, AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO

SUMMARY

AN ORDINANCE AMENDING SECTION 8.06.100 OF CHAPTER 8.06 OF TITLE 8 OF THE DOUGLAS COUNTY CODE; PROVIDING FOR THE ESTABLISHMENT OF REQUIREMENTS AND PROCEDURES FOR TRASH AND GARBAGE COLLECTION WITHIN THE TOWN OF GARDNERVILLE, AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF NEVADA. DO ORDAIN:

SECTION I. Section 8.06.100 of the Douglas County Code is amended, the same to read as follows:

A. Residential.

1. Mandatory garbage pick-up is required for all residential areas within the boundaries of the town of Gardnerville, except for those residents who provide their own individual service, as of July 1, 1986. All annexed areas are required to have mandatory service.

2. Containers will not exceed thirty gallons and will be standard garbage containers with lids and handles. Barrels, wood boxes, cardboard boxes, etc., will not be used. Plastic garbage sack containers which are tied at the opening may be used.

3. There is a limit of three containers that may be used by a family.

4. Garbage collection will be made minimum of one time each week and pick-up will be at the curb side in the front of the home or in areas served by alleys, to the rear of the home in the alley.

5. There will be a trash pick-up at predesignated times twice each year, once in the spring and once in the fall. Residential areas may place trash in containers or in loose form either in front of home or, in areas served by alleys, to the rear of the home in the alley. Trash will be picked up at other than the predesignated times on a request basis; however, the town board will establish a fee for collection of such trash. Material will be placed in containers, bundles or bags.

B. Commercial.

1. Mandatory pick-up or service is required for all commercial entities within the town of Gardnerville. Exceptions to the mandatory service for industrial wastes or other specialized wastes shall be determined by the Town Board.

2. The town will provide dumpsters for areas served on a rental basis to the commercial entity, or the entity may provide its own dumpster which must meet town standards. Collection will be on an "as required" basis.



3. All dumpsters will be provided with a six (6) foot screen fence or wall and shall be placed on a minimum six-by-eight foot concrete pad four inches (4") thick. The top surface of the pad shall be level with the surrounding area. Said pad and screening shall be provided by the owner or occupier of the property within one(1) year from the effective date of this ordinance.

4. All dumpsters and garbage/trash areas shall be maintained in a clean and safe manner.

C. Rates.

1. The town board will establish collection rates for residential and commercial uses. Such rates will be in effect after the public hearing for two consecutive months scheduled during the regular town board meetings. Rates shall be published and be available for public dissemination on request.

2. The town board may change the rates as required to meet the expenses and budget requirements of the trash enterprise fund.

3. All revenues shall be placed in the trash enterprise fund and used solely for indirect and direct costs related to the fund.

4. Billing intervals and procedures shall be established by the town board at a regularly scheduled meeting.

SECTION II: This ordinance shall be in full force and effect from and after this 8th day of January, 1987.

PROPOSED on the 20th day of November, 1986.

PROPOSED by Commissioner Barbara J. Cook.

PASSED on the 18th day of December, 1986.

VOTE: AYES Commissioners Robert L. Pruett

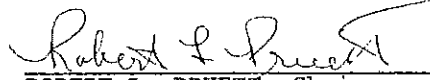
R.A. Oswald

Barbara J. Cook

Herbert P. Witt

NAYS Commissioners _____

ABSENT Commissioners Jerry J. Bing


ROBERT L. PRUETT, Chairman
Douglas County Board of
Commissioners

ATTEST:


YVONNE BERNARD, CLERK

Summary

AN ORDINANCE ADDING A NEW CHAPTER TO THE DOUGLAS COUNTY CODE--8.15; ESTABLISHING REGULATIONS FOR THE CONTAINMENT OF GARBAGE AND TRASH DEPOSITED FOR COLLECTION WITHIN THE TOWN OF GARDNERVILLE AND PROVIDING FOR PENALTIES FOR NON-COMPLIANCE.

Title

ORDINANCE ADDING CHAPTER 8.15 TO THE DOUGLAS COUNTY CODE.

THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY DOES ORDAIN:

Section 1. That Chapter 8.15 be added to the Douglas County Code and said Chapter shall read as follows:

"Chapter 8.15

Collection of trash within the Town of Gardnerville

Sections:

8.15.010 Storage of trash for collection.

8.15.020 Penalties.

8.15.010 Storage of trash for collection. All trash stored or deposited for collection within the boundaries of the Town of Gardnerville shall be stored or deposited in the following manner:

A. In covered cans, not to exceed 30 gallons in capacity provided no more than three such cans may be deposited for collection on any one date; or

B. In properly secured trash bags, or sacks, provided no more than four such bags or sacks may be deposited for collection on any one date; or

C. A trash bin or "dumpster", approved for use by the Town of Gardnerville, with a volume of 2.5 cubic yards. Such bins shall be placed on a 4'x6' pad to be provided by the owner of occupier of the property.

8.15.020 Penalties. A. Any person, firm or corporation who fails to comply with the provisions of this Chapter shall be given written notice listing the area or areas of non-compliance and giving such person, firm, or corporation, ten days in which to comply. Failure to comply after written notice has been sent pursuant to this section shall constitute an infraction.

B. The provisions of this Chapter may be enforced by the Sheriff of Douglas County or his or her delegate or by the Town Board of the Town of Gardnerville.

C. All violators of the provisions of this Chapter may be issued a citation stating the nature of the offense or be charged with the offense by criminal complaint."

Section 2. This Ordinance shall be in full force and effect from and after the 3rd day of May, 1979.

Proposed on the 15th day of March, 1979.

Proposed by Commissioner Daniel Hickey

Passed on the 5th day of April, 1979.

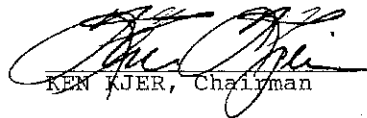
VOTE: AYES: Commissioners Daniel Hickey

Garry Stone Eugene Osborne

Harold Dayton _____

NAYS: Commissioner _____

ABSENT: Commissioner _____


KEN KJER, Chairman

ATTEST:


YVONNE BERNARD, Clerk

Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion on tentative budget development for Fiscal Year 2018/2019 including, but not limited to;
 - a. Discuss capital improvement projects for fiscal year 2019-2023
 - b. review and discuss proposed town projects anticipated for bidding award before June 30, 2018
 - c. review of the tentative budget for 2018-2019 and review of the revenue estimates, and other matters properly related thereto; with public comment prior to Board action.

2. **Recommended Motion:** Provide direction to staff on the budget, projects and CIP plan for a tentative budget approval at next month's meeting.

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 60 minutes

6. **Agenda:** Consent Administrative

Background Information: This is staff's opportunity to discuss with the board: projects, the proposed changes to the budget, and what the board sees as a high priority for the town to pursue. See the attached tentative budget and projects listed. Staff needs some time to redo the CIP to better focus on the direction received at last month's board meeting. Sidewalk and improvements along 395 were a high priority to improve pedestrian walkability along 395.

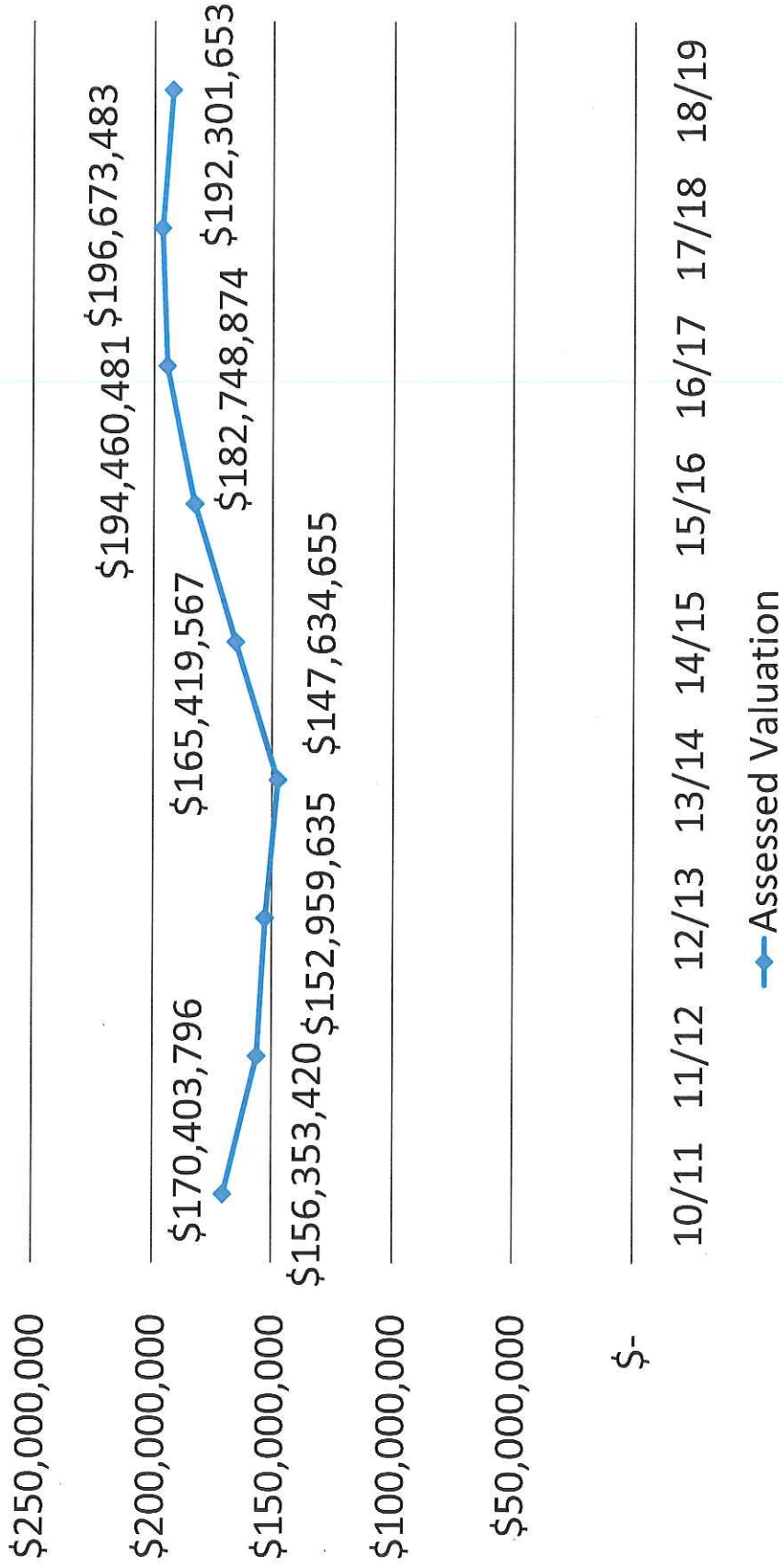
7. **Other Agency Review of Action:** Douglas County N/A

8. **Board Action:**

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

Town of Gardnerville

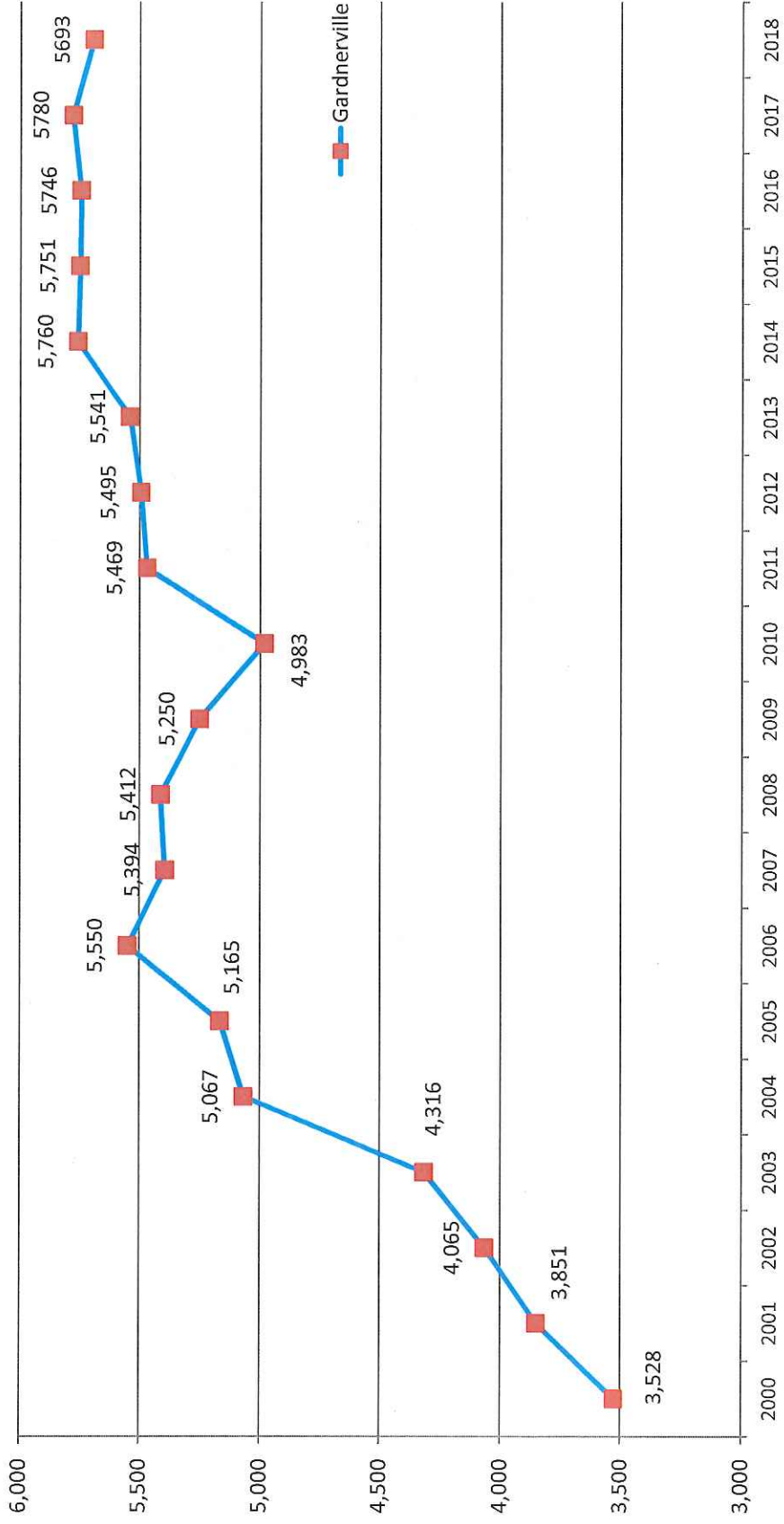
Assessed Valuation



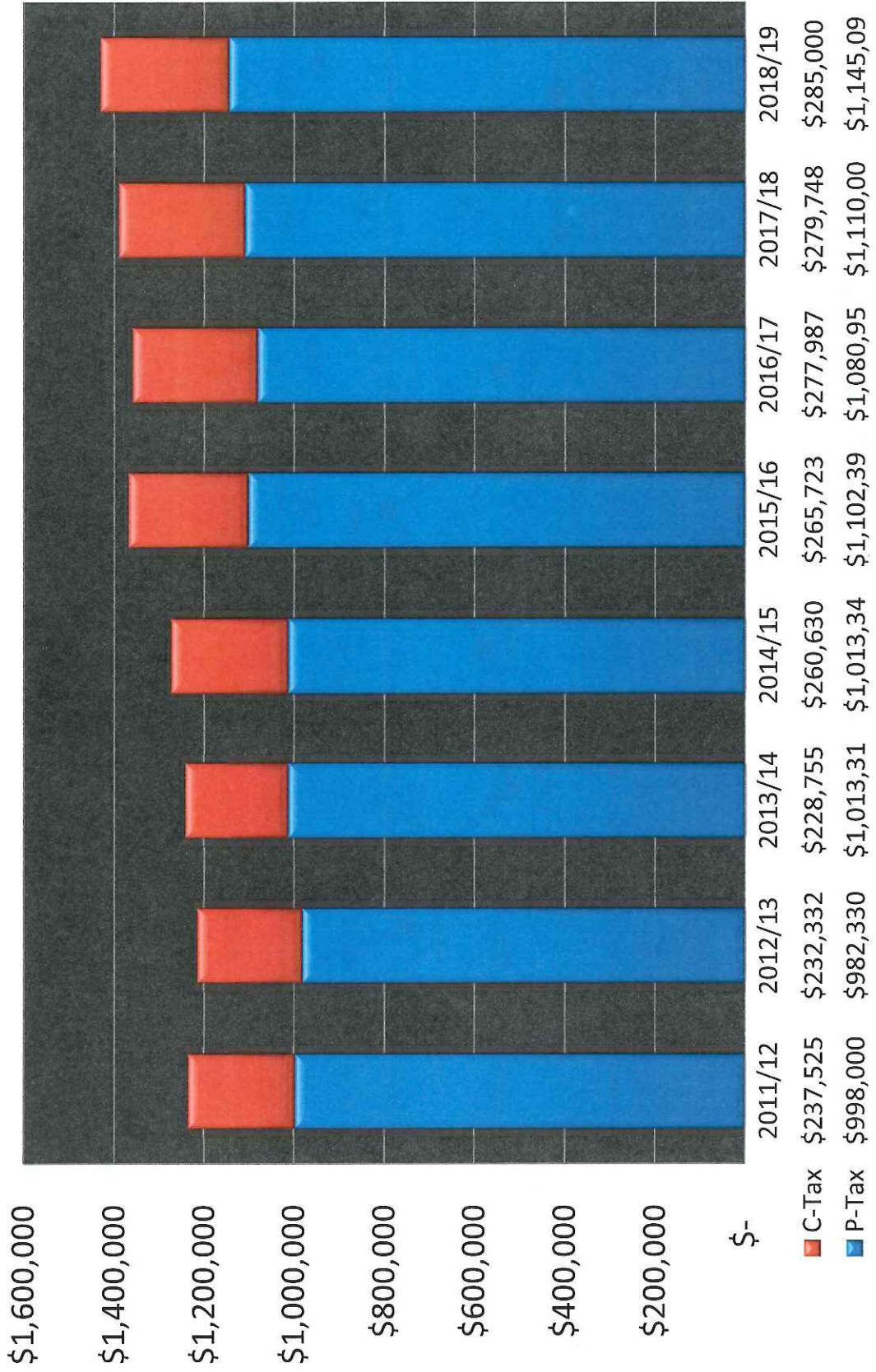
State Preliminary Numbers

Tax Rate Allowed	Tax rate per NRS limit to 3.66
2-16-18 = 0.8945 @ \$1,720,138	Used: 17/18 tax rate 0.6677 is max value Staff estimated revenue at \$1,110,000
C tax Dist. = \$279,748	0.026% Increase (estimate) over this year's budgeted number of \$1,080,959
Population Estimate: 5,780 (+29)	C tax up 0.011% from \$276,717 this fiscal year
Up from 5,751 16/17	Increase 0.156%

Gardnerville Population



Revenue History



Gardnerville Town Board
 Cassandra Jones, Linda Slater, Lloyd Higuera,
 Mary Wenner, Ken Miller

Town Manager
 Tom Dallaire

Town Maintenance Superintendent of Public Works
 Geoff LaCost

Administrative Services Manager
 Carol Louthan

Parks / Public Works Dept.

Health & Sanitation Dept.

Town Maintenance Specialist Senior
 Mike Plut

Town Maintenance Specialist
 Ryan Clark

Town Maintenance Specialist
 Steve Thompson

Town Maintenance Specialist
 Ron Grove

Town Maintenance Specialist
 Jody Martin

Seasonal Maintenance Aide

Seasonal Maintenance Aide

Town Sanitation Specialist Senior
 Craig Tuthill

Town Sanitation Specialist
 James McGoldrich

Town Sanitation Specialist
 Michael Jacobsen

Town Sanitation Specialist
 Troy Wandler

Town Sanitation Specialist
 PROPOSED POSITION

Office Specialist
 Marie Nicholson

Office Aide Part time
 Paula Lochridge



ORGANIZATION CHART 2018

Creating an Off-Leash Dog Park Step-By-Step Guide for Carrick Detention Pond



**Proposed by
Leadership Douglas County
class of 2018**

Getting Started

The best way to start a dog park or run in your neighborhood is to go out and talk to people who have dogs in hand. If they are out walking their dogs, chances are they would enjoy the chance to discuss a dog run in the community with you. Don't be shy; ask if they would like to join a committee. Grab a few people (you don't need a lot, just 5 or 10 folks who are passionate) and set up a time to meet at someone's house to discuss the action plan.

You and your new group will need to ascertain a spot for the dog park. Potential sites could include parks, transmission line corridors, and unused road right of ways or abandoned "brown field" sites. Once you have nominated a site, it helps to let the community know of your plans ... just in case your newly picked spot interferes with a neighbor's garden.

Try posting notices about the proposed dog park in pet stores, grooming shops, animal clinics and grocery stores. Write or email local newspapers to see if they could do a small story about the idea to gain more public awareness. You'll need to write a clear outline about the need for the dog park. It helps if you focus more on how the park will benefit the community as a whole instead of how it will benefit the dogs. If it is proposed for public parkland, the parks department will then be able to tell you if the area you have selected is available to you and your group, or they may suggest another area for you to consider. If it is on land owned by another public or private entity, then you will have to make a presentation to them to explain the community benefit and how you will take on any responsibilities to make it happen and keep it running without the park being a burden to them.

(Adapted from www.animalplanet.com - "Want to Get a Dog Park in Your Community?")

INTRODUCTION

Douglas County Code of Ordinances, does not have a law that requires for dogs to be on leashes. Although, almost every park and public space has a sign stating dogs must be on a leash and/or dog are not allowed. Leadership Douglas County Class of 2018 (LDC2018) would like to propose an Off-Leash Dog Park (OLDP); to specifically provide a safe place for dogs to exercise, play and socialize legally "off leash". Creating this OLDP would be a Leadership Douglas County grass-roots operation project.

DEFINITION OF SPACE

LDC208 would like to define a space for an Off-Leash Dog Park (OLDP) in a Douglas County. Our principal area of interest is the **Carrick Retention Pond**.

There are certain factors in why we are identifying and defining this site for a proposed OLDP.

- Underutilized area of existing green space that will not interfere with park aesthetics or existing uses

- Can easily be fenced be for dogs.
- Site is currently being used by dog owners as a dog park
- Site can easily be accessible for all park users, not just dog owners.
- There is a current water line accessibility which will be necessary for area maintenance and a “doggie” drinking fountain, if able to fund.
- Varying topography, well drained, with both shaded (eventually), trellis and open areas.
- Already has street parking around entire area as well as overflow in Wal-Mart parking lot.

The site can be configured to allow for fencing along the entire perimeter with a double gate system for dogs and park users at each access point and another gate wide enough to allow for maintenance truck access.

PERMISSION

LDC2018 must make a proposal to the Town of Gardnerville Board requesting proper permission to move forward with the project. Suggest the March 13th Town Board meeting. (In addition, we will all get credit for attending as a homework project.) Was mentioned as a possible project in the future at the February 6 Town Hall meeting.

After appropriate approval is received site is selected for a proposed OLDP, preparation should proceed as follows.

COST RANGE (\$22,530-\$33,380)

Price per foot for 4' fencing (1450 LF) \$15-\$18	\$21,750-\$26,100 (includes gates)
Signage (6 @ \$80)	\$480 (doesn't include Park Name Sign)
Water spigot-in ground would need to secure	\$300
"doggie/human" water fountain combo-Optional	\$4,000
Pond Bubbler (Aerator)-Optional	\$2,500

FUNDING/SPONSORSHIP

Solicit companies and organizations to donate for the fencing and signage needed to make the park safe for an OLDP.

Innovative Fence Products	Home Depot-Grant or Sponsorship	PetSmart-Grant or Sponsorship
Meeks Lumber	Lowes-Grant or Sponsorship	Individual Donors
Timberline Enterprises	Pet Stop	Signs of Excitement
Florence Fence	Veterinarians	Carson Valley Signs
Artistic Fence Co	Feed Stores	Fast Signs
Ace Hardware	Pet Co-Grant or Sponsorship	Town of Gardnerville
Tahoe Fence Company	D.A.W.G.	Douglas County
Tyndall Fence Company	Walmart	

SIGNAGE-RULES AND REGULATIONS

All the rules shall be posted on a sign at each entrance to the off-leash area. Users of the area shall still be held responsible for knowing and following the rules. Some examples from other OLDP's are below:

1. All users of the off-leash area shall assume all risk and liability associated with such an area.
2. Owners are responsible for the action of their dogs. Each dog must be kept within sight of her/his owner and under voice control.
3. Dog owners have responsibility for watching their dog's behavior. If a dog displays aggressive behavior or fights, the owner shall be responsible for immediately controlling or removing the dog from the off-leash area.
4. No more than three dogs per owner shall be allowed in the area at one time.
5. All dogs must wear a collar and ID tag.
6. All dogs must be properly licensed, healthy, and have current vaccinations.
7. No puppies under 16 weeks are allowed.
8. No dogs in heat are allowed.
9. No dogs are permitted to enter with pronged collars.
10. Owners must clean up after their dogs.
11. The off-leash areas have double gated entrances. Owners must close and latch both gates after entering or exiting the area.
12. No children under the age of 12 are allowed in the area without close adult supervision.
13. The only food of any kind allowed is bite-size dog treats.
14. Do not feed dogs without the owner's permission.
15. Bicycling, skateboarding, rollerblading, jogging or strollers are not allowed.
16. Dogs are not permitted on benches.
17. The off-leash area may be closed in times of bad weather or for maintenance.
18. Serious problems resulting in injury must be reported immediately to _____.

CONSTRUCTION

Select a date for all construction of fencing and installation of Signage.

MARKETING & SPECIAL EVENT

Select a date for a grand opening event such as "National Pet Day" **Wednesday, April 11th**, "National Adopt A Shelter Pet Day" **Monday, April 30th**, "National Dog Day" **Sunday, August 26th** or any date that we wish. Perhaps arrange with D.A.W.G. to have an adoption event to coincide with the Grand opening. And invite a agility dog class or Splash Dogs to come and do demonstrations

Create press releases to inform the community of the progress and the opening day event. Market it on Social Media and submit letters to the editor regarding our project, progress and

actual event.

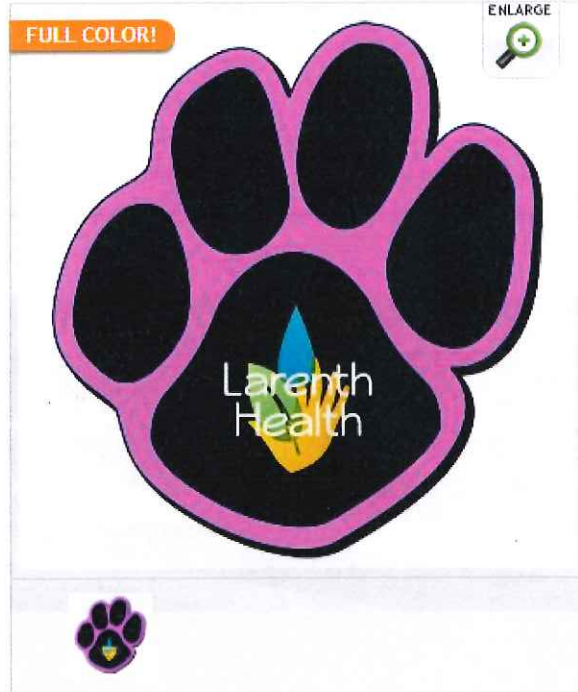
COST FOR MARKETING AND EVENT (\$972)

Advertising (2 RC ads at \$199 and FB Boost)	\$422
Promo Item (1500 @ \$0.28 + \$39 S/U & Ship)	\$500



Paw Print Magnet, Full Color

Item MZ1160WE



PRICING

QUANTITY	500	1000	1500	2500	5000	10000
PRICE	\$0.55	\$0.34	\$0.28	\$0.24	\$0.18	\$0 MORE

PRODUCT OPTIONS

Setup Fee \$39.00

REQUEST A QUOTE

REQUEST A SAMPLE

REQUEST A PROOF

ADD TO FAVORITES

ordering is easy!

Quantity \$0.28 per unit

Magnet Color

← Set Options

ORDER

EMAIL A FRIEND PRINT PRODUCT INFO

Paw print shaped flat vinyl magnet features your custom imprint in full color. Standard material is approx. 0.020 thick. Packaged bulk.

Price includes your custom imprint printed in full color process.

Product size:

3-1/8"W x 3-1/2"H

Imprint area:

3"W x 3-1/4"H

Paw Print Magnets are available to ship 7 business days after proof approval.

\$39.00 one time set-up charge.

nh0816

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610	Gardnerville Town						
	REVENUE						
	Department 000 - Revenue						
	Taxes						
311.100	Ad Valorem Current	1,145,091.00	1,145,091.00	938,398.90	1,004,428.88	1,002,030.27	963,939.10
311.120	Ad Valorem Delinquent	.00	.00	1,389.10	7,655.84	19,322.57	11,396.23
311.200	Centrally Assessed Property Taxes	.00	.00	16,185.76	19,034.43	18,521.16	.00
311.700	Personal Property Current	.00	.00	50,986.73	58,688.39	60,205.36	58,344.48
311.800	Personal Property Delling	.00	.00	867.89	509.66	749.85	2,262.52
	<i>Taxes Totals</i>	\$1,145,091.00	\$1,145,091.00	\$1,007,828.38	\$1,090,317.20	\$1,100,829.21	\$1,035,942.33
	Intergovernmental Revenue						
321.300	Gaming-NRS Co. Lic	27,000.00	26,000.00	16,717.50	29,790.00	27,936.66	16,492.50
331.010	St-Consolid.Tax Dist.	285,000.00	278,108.00	145,456.63	278,557.00	270,381.05	264,255.52
332.510	Grant-CDBG	.00	539,350.00	.00	.00	88,700.00	.00
332.805	Grant-USDOT	.00	.00	.00	.00	20,482.00	.00
334.123	Grant-State Q1	.00	.00	.00	.00	307,250.00	.00
337.100	State Reimbursement	.00	.00	.00	121,557.90	32,093.45	37,705.61
	<i>Intergovernmental Revenue Totals</i>	\$312,000.00	\$843,458.00	\$162,174.13	\$429,904.90	\$746,843.16	\$318,453.63
	Charges For Service						
341.625	Prof. Fees/ App.Req.	5,000.00	5,000.00	125.00	3,722.00	4,948.75	4,784.29
368.010	Donations-Special Events	.00	5,100.00	6,850.00	1,352.00	150.00	.00
	<i>Charges For Service Totals</i>	\$5,000.00	\$10,100.00	\$6,975.00	\$5,074.00	\$5,098.75	\$4,784.29
	Interest Revenue						
361.205	Investment-FMV Adjust	.00	.00	.00	(3,398.39)	1,609.87	701.09
361.211	Invest. Earnings-LGIP	.00	.00	1,658.12	2,119.77	937.20	366.92
361.212	Invest. Earnings-BNY Mellon	.00	.00	3,283.48	2,735.76	2,920.67	2,301.79
	<i>Interest Revenue Totals</i>	\$0.00	\$0.00	\$4,941.60	\$1,457.14	\$5,467.74	\$3,369.80
	Miscellaneous Revenue						
360.210	Merchandise Sales	.00	.00	.00	8.00	161.00	10.00
360.800	Miscellaneous	.00	.00	.00	.00	.00	(99.00)
360.815	Credit Card Processing Fees	.00	.00	7.57	39.84	.00	.00
360.901	Reimbursements	.00	.00	6,507.74	35,148.05	961.61	2,130.00
362.100	Rent/Lease Income	.00	.00	425.00	25.00	1,912.50	1,292.36
367.102	Donations	.00	.00	.00	6,254.06	2,749.00	2,669.04
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$6,940.31	\$41,474.95	\$5,784.11	\$6,002.40

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610 - Gardnerville Town							
REVENUE							
	Department 000 - Revenue						
	Other Financing Sources						
360.750	Loan Proceeds	.00	.00	.00	150,000.00	.00	.00
391.100	Sale Of Property	.00	.00	.00	2,000.00	.00	2,500.00
	<i>Other Financing Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$152,000.00	\$0.00	\$2,500.00
301.000	Beg. Fund Bal./Reserves						
	Opening Fund Balance	107,620.00	257,009.00	.00	.00	.00	.00
	<i>Beg. Fund Bal./Reserves Totals</i>	\$107,620.00	\$257,009.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 000 - Revenue Totals	\$1,569,711.00	\$2,255,658.00	\$1,188,859.42	\$1,720,228.19	\$1,864,022.97	\$1,371,052.45
	REVENUE TOTALS	\$1,569,711.00	\$2,255,658.00	\$1,188,859.42	\$1,720,228.19	\$1,864,022.97	\$1,371,052.45
EXPENSE							
	Department 921 - Gardnerville Admin						
	Salaries & Wages						
510.000	Salaries & Wages	431,043.00	143,988.00	88,303.51	147,951.65	152,021.89	104,514.11
510.150	Board Compensation	15,300.00	15,300.00	10,200.00	15,300.00	15,125.00	15,475.00
511.165	Holiday Overtime	.00	.00	296.33	72.46	243.80	914.44
511.167	Vacation Payout	.00	.00	.00	3,248.51	.00	.00
511.170	Overtime	.00	.00	215.39	91.64	514.93	475.12
511.171	Holidays	.00	.00	5,352.83	7,400.39	6,501.34	4,991.15
511.172	Comp Paid	.00	.00	.00	.00	1,165.57	16.73
511.173	Vacation	.00	.00	7,407.90	14,514.03	13,582.57	7,465.11
511.174	Sick	.00	.00	611.44	4,094.03	5,391.58	3,818.13
516.120	Contract Salaries	.00	.00	.00	.00	.00	2,540.16
	<i>Salaries & Wages Totals</i>	\$446,343.00	\$159,288.00	\$112,387.40	\$192,672.71	\$194,546.68	\$140,209.95
	Employee Benefits						
511.181	Retirement	120,692.00	38,299.00	25,477.81	29,741.55	57,276.13	30,904.88
511.182	Workers Comp	4,878.00	4,871.00	(2,972.47)	1,717.93	5,007.89	3,064.40
511.183	Group Insurance	61,496.00	15,659.00	11,541.75	10,804.10	27,261.63	15,116.26
511.184	Unemployment	2,156.00	252.00	512.51	568.90	1,039.38	537.22
511.186	Medicare	6,251.00	1,984.00	1,394.71	1,544.99	2,926.53	1,682.09
511.190	Pact Other	.00	.00	.00	.00	.00	80.04
511.195	Oasdi	.00	447.00	.00	.00	8.95	1.66
511.201	PEBS-Ret. Medical	117.00	116.00	77.44	116.16	106.56	166.66
	<i>Employee Benefits Totals</i>	\$195,590.00	\$61,628.00	\$36,031.75	\$44,493.63	\$93,627.07	\$51,553.21

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610	Gardnerville Town						
	EXPENSE						
	Department 921 - Gardnerville Admin						
	Services & Supplies						
520.055	Telephone Expense	6,000.00	6,000.00	3,925.19	5,344.48	5,260.71	3,436.02
520.060	Postage/Po Box Rent	2,000.00	2,000.00	984.93	1,581.27	1,490.75	1,064.45
520.064	Travel	2,500.00	9,500.00	2,915.88	2,509.07	5,162.03	7,692.64
520.072	Advertising	2,300.00	3,800.00	3,441.01	3,404.24	2,936.15	1,100.70
520.080	Insur-Liability	8,900.00	8,900.00	7,646.26	7,339.34	6,992.25	7,818.82
520.084	Replacement & Repair	1,000.00	1,000.00	159.05	1,062.28	842.92	995.97
520.089	Power	2,700.00	2,700.00	1,562.47	2,406.45	2,535.07	2,642.13
520.090	Water	750.00	750.00	349.88	550.92	714.63	459.48
520.092	Heating	1,850.00	1,850.00	1,359.11	1,798.36	2,095.28	1,746.04
520.093	Utilities-Sewer	400.00	400.00	264.68	352.09	353.07	352.58
520.097	Maint B&G	4,500.00	500.00	1,465.88	525.65	1,995.72	8,281.76
520.098	Janitorial Services	1,400.00	1,400.00	974.97	1,450.00	1,300.00	1,344.53
520.107	Maint Equip	200.00	200.00	.00	.00	.00	397.31
520.136	Rents & Leases Equipment	4,436.00	4,305.00	2,534.12	4,008.52	3,488.88	2,956.01
520.169	EMRB Assessment	90.00	85.00	87.75	81.00	81.00	67.50
520.170	Memberships	4,650.00	4,900.00	4,212.03	4,916.16	4,395.05	4,880.95
520.187	Internet Expense	1,416.00	1,200.00	1,039.28	1,139.04	904.96	780.00
520.200	Training & Education	4,000.00	3,500.00	4,001.33	2,658.50	3,224.00	3,076.35
520.415	PACT Agent Compensation	1,000.00	1,000.00	.00	963.00	1,039.00	951.00
521.100	Professional Services	45,000.00	45,000.00	45,525.00	.00	883.00	.00
521.130	Legal Services	24,000.00	18,000.00	15,000.00	21,010.00	19,682.00	14,224.25
532.055	Books & Periodicals	300.00	300.00	.00	.00	.00	.00
532.056	Subscriptions	6,000.00	2,915.00	5,621.00	5,712.10	9,592.64	4,817.30
533.800	Office Supplies	6,000.00	6,000.00	2,229.60	4,158.80	4,760.20	6,561.35
533.802	Small Equipment	.00	.00	.00	275.00	.00	1,253.78
533.806	Software	350.00	300.00	315.00	861.60	1,954.38	1,953.54
533.817	Small Projects	.00	.00	(119.99)	1,808.35	5,519.67	.00
550.001	Miscellaneous Expenses	1,000.00	1,000.00	369.68	5,605.00	1,067.83	614.75
550.048	Downtown Vision	.00	.00	.00	.00	12,000.00	69,000.00
550.100	Bank Fees-Credit Card Processing	.00	200.00	.00	.00	.00	.00

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610	Gardnerville Town						
EXPENSE							
Department 921	Gardnerville Admin Services & Supplies Totals	\$132,742.00	\$127,705.00	\$105,864.11	\$81,521.22	\$100,271.19	\$148,469.21
Capital Outlay/Projects							
564.500	Machinery & Equipment	.00	.00	.00	.00	.00	3,500.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
	Department 921 - Gardnerville Admin Services & Supplies Totals	\$774,675.00	\$348,621.00	\$254,283.26	\$318,687.56	\$388,444.94	\$343,732.37
Capital Outlay/Projects Totals							
Department 923	Parks & Recreation Services & Supplies						
520.037	Weed Spraying	6,000.00	6,000.00	127.08	4,237.92	3,846.03	3,930.98
520.084	Replacement & Repair	8,000.00	5,000.00	6,005.29	14,234.71	22,037.80	26,732.12
520.089	Power	6,000.00	6,000.00	3,723.37	6,181.92	6,116.70	5,822.87
520.090	Water	21,500.00	21,500.00	11,162.32	22,800.38	20,354.34	22,745.22
520.093	Utilities-Sewer	600.00	600.00	378.12	503.00	504.40	503.70
520.097	Maint B&G	3,500.00	3,500.00	601.60	1,099.78	696.00	5,606.74
532.001	Op.Supplies	.00	.00	.00	1,364.25	667.90	.00
532.003	Gas & Oil	2,000.00	2,000.00	1,006.73	2,006.28	1,899.61	2,488.54
532.118	Major Repair and Maintenance	6,300.00	6,300.00	405.58	.00	.00	.00
533.802	Small Equipment	1,500.00	1,500.00	.00	3,887.98	2,892.38	1,253.16
533.817	Small Projects	16,052.00	30,050.00	26,240.02	25,424.88	19,201.95	14,032.48
	Services & Supplies Totals	\$71,452.00	\$82,450.00	\$49,650.11	\$81,741.10	\$78,217.11	\$83,115.81
Capital Outlay/Projects							
562.000	Capital Projects	12,000.00	14,300.00	.00	7,825.00	.00	.00
563.300	Improvements	.00	.00	6,293.50	.00	.00	.00
	Capital Outlay/Projects Totals	\$12,000.00	\$14,300.00	\$6,293.50	\$7,825.00	\$0.00	\$0.00
	Department 923 - Parks & Recreation Totals	\$83,452.00	\$96,750.00	\$55,943.61	\$89,566.10	\$78,217.11	\$83,115.81
Department 926	Other Public Works Salaries & Wages						
510.000	Salaries & Wages	.00	254,301.00	140,557.20	212,751.77	198,881.14	178,303.25
511.165	Holiday Overtime	.00	.00	612.41	213.40	.00	305.43
511.170	Overtime	.00	1,000.00	494.42	356.12	542.47	455.17
511.171	Holidays	.00	.00	9,638.25	10,313.63	8,527.82	8,707.56
511.172	Comp Paid	.00	.00	1,938.80	6,453.13	1,741.84	4,356.45
511.173	Vacation	.00	.00	12,651.30	13,543.49	12,344.76	9,507.52
511.174	Sick	.00	.00	5,466.82	9,496.75	6,815.44	5,441.85

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610	Gardnerville Town						
	EXPENSE						
	Department 926 - Other Public Works						
	Salaries & Wages						
511.175	Standby Time	.00	.00	.00	48.00	.00	.00
516.120	Contract Salaries	.00	.00	1,131.05	2,021.13	.00	.00
	<i>Salaries & Wages Totals</i>	\$0.00	\$255,301.00	\$172,490.25	\$255,197.42	\$228,853.47	\$207,077.23
	<i>Employee Benefits</i>						
511.181	Retirement	.00	71,207.00	46,862.32	69,041.55	59,050.91	50,305.75
511.182	Workers Comp	.00	11,954.00	6,390.91	7,288.26	6,653.02	6,930.00
511.183	Group Insurance	.00	39,769.00	29,746.46	41,516.68	35,877.97	34,981.89
511.184	Unemployment	.00	714.00	858.85	1,243.84	1,112.80	889.82
511.186	Medicare	.00	3,690.00	2,356.09	3,436.23	3,100.42	2,800.24
511.195	Oasdi	.00	.00	.00	.00	.00	66.76
	<i>Employee Benefits Totals</i>	\$0.00	\$127,334.00	\$86,214.63	\$122,526.56	\$105,795.12	\$95,974.46
	<i>Services & Supplies</i>						
520.017	Snow Removal	1,500.00	1,500.00	.00	543.60	383.65	254.86
520.037	Weed Spraying	6,000.00	6,000.00	127.09	2,850.12	4,543.70	1,958.87
520.080	Insur.-Liability	8,900.00	8,900.00	7,621.26	7,283.10	6,992.25	7,318.82
520.084	Replacement & Repair	15,000.00	15,000.00	7,572.54	52,625.62	16,112.45	21,782.34
520.095	Street Lights	77,000.00	77,000.00	45,603.94	74,829.06	76,877.92	80,213.41
520.103	Maint Road	75,000.00	50,000.00	9,368.45	25,461.51	86,905.80	233,989.18
520.107	Maint Equip	.00	.00	189.75	189.75	194.37	860.86
520.116	Veh. Maint-Co Shop	.00	6,000.00	.00	5,477.41	1,533.32	11,833.77
520.136	Rents & Leases Equipment	600.00	360.00	.00	.00	.00	.00
520.155	Licensing	.00	.00	29.25	7.00	121.50	34.25
520.170	Memberships	800.00	675.00	706.25	.00	.00	.00
520.200	Training & Education	1,500.00	1,000.00	1,201.33	(400.00)	670.00	.00
521.100	Professional Services	.00	.00	.00	77,804.22	885.75	.00
521.200	Engineering	15,000.00	10,000.00	7,460.90	1,110.00	5,625.00	10,182.38
532.001	Op. Supplies	.00	.00	.00	617.52	255.00	.00
532.003	Gas & Oil	8,000.00	8,000.00	4,835.16	7,641.83	7,274.70	6,845.58
532.019	Storm Drain Maintenance	36,500.00	36,500.00	3,925.40	8,047.76	18,536.83	46,319.23
532.028	Uniforms	3,480.00	3,480.00	2,768.47	2,892.02	3,074.43	3,153.68
532.056	Subscriptions	8,660.00	8,610.00	6,201.23	8,586.17	2,947.50	.00

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 610 - Gardnerville Town							
	EXPENSE						
	Department 926 - Other Public Works						
	Services & Supplies						
532.116	Crack Seal Maintenance	25,000.00	15,000.00	51,093.11	95.00	2,187.49	17,371.49
532.118	Major Repair and Maintenance	221,100.00	201,457.00	18,169.13	103,960.75	.00	.00
533.802	Small Equipment	1,000.00	5,000.00	499.99	396.00	13,193.44	8,225.61
533.817	Small Projects	.00	.00	.00	.00	449.95	.00
	<i>Services & Supplies Totals</i>	\$505,040.00	\$454,482.00	\$167,373.25	\$380,018.44	\$248,765.05	\$450,344.33
	Capital Outlay/Projects						
562.000	Capital Projects	.00	395,051.00	139,051.98	508,375.11	705,296.96	169,359.13
562.200	Buildings	.00	339,350.00	.00	.00	.00	.00
564.500	Machinery & Equipment	.00	37,000.00	.00	.00	.00	.00
	<i>Capital Outlay/Projects Totals</i>	\$0.00	\$771,401.00	\$139,051.98	\$508,375.11	\$705,296.96	\$169,359.13
	Other Financing Uses						
618.700	Transfers Out	53,500.00	55,250.00	55,250.00	2,000.00	.00	122,363.54
619.000	Contingency	38,898.00	38,899.00	.00	.00	.00	.00
	<i>Other Financing Uses Totals</i>	\$92,398.00	\$94,149.00	\$55,250.00	\$2,000.00	\$0.00	\$122,363.54
699.000	Ending Fund Balance	107,619.00	107,620.00	.00	.00	.00	.00
	<i>Ending Fund Bal/Reserves Totals</i>	\$107,619.00	\$107,620.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 926 - Other Public Works Totals	\$705,057.00	\$1,810,287.00	\$620,380.11	\$1,268,117.53	\$1,288,710.60	\$1,045,118.69
	EXPENSE TOTALS	\$1,563,184.00	\$2,255,658.00	\$930,606.98	\$1,676,371.19	\$1,755,372.65	\$1,471,966.87
	Fund 610 - Gardnerville Town Totals						
	REVENUE TOTALS	\$1,569,711.00	\$2,255,658.00	\$1,188,859.42	\$1,720,228.19	\$1,864,022.97	\$1,371,052.45
	EXPENSE TOTALS	\$1,563,184.00	\$2,255,658.00	\$930,606.98	\$1,676,371.19	\$1,755,372.65	\$1,471,966.87
	<i>Fund 610 - Gardnerville Town Totals</i>	\$5,527.00	\$0.00	\$258,252.44	\$43,857.00	\$108,650.32	(\$100,914.42)
Fund 611 - Gardnerville Health & San							
	REVENUE						
	Department 000 - Revenue						
	Charges For Service						
344.300	Trash	.00	605,000.00	428,971.47	612,356.98	614,678.25	564,532.21
344.301	Extra Pickup Surcharge	.00	.00	510.00	585.00	600.00	627.50
344.310	Landfill Fees	.00	425,000.00	311,704.23	445,442.70	449,036.43	404,386.47
344.315	Dumpster Rental	.00	.00	94.44	.00	490.79	19,386.00
344.316	Lock & Key Sales	.00	.00	129.50	58.60	59.00	97.00

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 611	Gardnerville Health & San						
	REVENUE						
	Department 000 - Revenue						
	Charges For Service						
344.317	Dumpster Replace Fee	.00	.00	.00	60.00	70.00	380.00
360.810	Late Charges	.00	5,000.00	5,183.80	8,427.84	7,523.33	8,644.14
	<i>Charges For Service Totals</i>	\$0.00	\$1,035,000.00	\$746,593.44	\$1,066,931.12	\$1,072,457.80	\$998,053.32
	Interest Revenue						
361.205	Investment-FMV Adjust	.00	.00	.00	(4,674.99)	2,154.34	406.01
361.211	Invest. Earnings-LGIP	.00	.00	1,922.90	2,638.17	1,137.16	352.39
361.212	Invest. Earnings-BNY Mellon	.00	.00	3,603.01	3,404.42	3,673.91	2,561.49
	<i>Interest Revenue Totals</i>	\$0.00	\$0.00	\$5,525.91	\$1,367.60	\$6,965.41	\$3,319.89
	Miscellaneous Revenue						
360.800	Miscellaneous	.00	.00	.00	.00	.00	2,199.92
360.815	Credit Card Processing Fees	.00	.00	993.33	719.71	.00	.00
360.820	Returned Check Fees	.00	.00	.00	25.00	.00	25.00
360.901	Reimbursements	.00	.00	.00	.00	.00	3,773.04
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$993.33	\$744.71	\$0.00	\$5,997.96
	Beg. Fund Bal./Reserves						
301.200	Operating Res-Beg.	.00	167,349.00	.00	.00	.00	.00
301.250	Capital Res.-Beg.	.00	434,987.00	.00	.00	.00	.00
	<i>Beg. Fund Bal./Reserves Totals</i>	\$0.00	\$602,336.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 000 - Revenue Totals	\$0.00	\$1,637,336.00	\$753,112.68	\$1,069,043.43	\$1,079,423.21	\$1,007,371.17
	REVENUE TOTALS	\$0.00	\$1,637,336.00	\$753,112.68	\$1,069,043.43	\$1,079,423.21	\$1,007,371.17
	EXPENSE						
	Department 925 - Health & Sanitation						
	Salaries & Wages						
510.000	Salaries & Wages	353,965.00	302,349.00	153,563.08	238,453.13	241,592.18	218,931.56
510.125	Salaries-Other	.00	.00	.00	3,080.31	11,635.20	(5,335.29)
510.150	Board Compensation	.00	.00	10,200.00	15,300.00	15,125.00	15,225.00
511.165	Holiday Overtime	.00	.00	1,688.77	3,111.70	1,743.24	1,704.18
511.167	Vacation Payout	.00	.00	71.55	.00	1,500.20	.00
511.169	Comp Payout	.00	.00	.00	.00	883.19	.00
511.170	Overtime	.00	.00	1,100.03	2,300.41	6,154.12	3,982.40
511.171	Holidays	.00	.00	11,132.80	11,318.06	10,888.33	11,678.76
511.172	Comp Paid	.00	.00	1,347.68	2,751.80	1,609.32	3,201.65

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 611 - Gardnerville Health & San							
	EXPENSE						
	Department 925 - Health & Sanitation						
	Salaries & Wages						
511.173	Vacation	.00	.00	13,552.00	14,738.28	16,578.11	15,521.36
511.174	Sick	.00	.00	5,367.88	10,690.27	6,495.53	12,362.63
511.175	Standby Time	.00	.00	.00	12.00	.00	.00
511.176	Call Back	.00	.00	16.34	.00	.00	.00
516.120	Contract Salaries	.00	.00	19,511.98	18,178.58	23,867.33	5,204.16
	<i>Salaries & Wages Totals</i>	\$353,965.00	\$302,349.00	\$217,552.11	\$319,934.54	\$338,071.75	\$282,476.41
	<i>Employee Benefits</i>						
511.181	Retirement	99,111.00	82,642.00	50,640.11	77,574.67	77,335.76	66,748.57
511.182	Workers Comp	4,685.00	13,969.00	6,530.94	8,109.69	8,016.60	8,295.76
511.183	Group Insurance	66,143.00	50,939.00	33,700.80	43,800.28	39,415.83	41,210.20
511.184	Unemployment	1,770.00	850.00	942.28	1,409.06	1,402.93	1,081.88
511.186	Medicare	5,133.00	4,285.00	2,510.98	3,843.25	4,030.33	3,627.69
511.190	Pact Other	.00	.00	.00	.00	.00	80.04
511.195	Oasdi	.00	447.00	.00	.00	.00	.00
511.202	OPEB Expense	.00	.00	.00	14,510.40	1,650.00	13,373.00
511.203	Pension Expense	.00	.00	.00	(371.00)	16,748.00	(6,857.00)
	<i>Employee Benefits Totals</i>	\$176,842.00	\$153,132.00	\$94,325.11	\$148,876.35	\$148,599.45	\$127,560.14
	<i>Services & Supplies</i>						
520.055	Telephone Expense	5,500.00	5,000.00	3,925.21	5,334.49	5,256.97	3,436.04
520.060	Postage/Po Box Rent	4,500.00	4,500.00	3,089.76	4,512.67	3,662.36	3,203.09
520.064	Travel	1,000.00	1,000.00	.00	.00	2,115.48	1,077.74
520.072	Advertising	1,800.00	2,500.00	1,095.07	1,438.11	1,641.90	216.00
520.080	Insur - Liability	8,900.00	8,900.00	7,646.25	7,339.35	6,992.24	7,318.82
520.084	Replacement & Repair	65,000.00	65,000.00	52,859.16	51,938.94	72,299.74	73,091.95
520.089	Power	2,800.00	2,800.00	1,785.38	2,613.91	2,796.13	2,723.70
520.090	Water	800.00	700.00	381.67	819.12	694.26	674.22
520.092	Heating	3,000.00	3,000.00	2,025.79	2,878.41	3,334.95	2,590.51
520.093	Utilities-Sewer	380.00	380.00	264.68	352.10	353.09	352.59
520.097	Maint B&G	3,000.00	1,000.00	1,723.08	821.80	2,646.16	10,707.59
520.098	Janitorial Services	1,500.00	1,500.00	974.98	1,450.00	1,300.00	1,344.51
520.107	Maint Equip	20,000.00	20,000.00	8,346.75	39,613.75	13,830.35	37,752.79

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 611 -	Gardnerville Health & San						
EXPENSE							
	Department 925 - Health & Sanitation						
	Services & Supplies						
520.116	Veh. Maint-Co Shop	.00	5,000.00	.00	.00	2,920.39	586.45
520.136	Rents & Leases Equipment	3,000.00	3,000.00	1,796.26	2,947.44	3,129.53	2,956.01
520.155	Licensing	450.00	450.00	94.50	267.25	451.25	63.25
520.187	Internet Expense	1,000.00	810.00	1,039.28	1,139.05	779.95	780.00
520.197	Landfill Expense	285,000.00	285,000.00	167,997.09	269,581.57	266,828.17	255,572.09
520.198	Recycling Expense	42,000.00	42,000.00	34,414.60	8,700.63	2,894.00	.00
520.200	Training & Education	2,000.00	2,000.00	181.34	134.50	95.00	575.00
521.100	Professional Services	.00	.00	.00	.00	332.00	.00
521.130	Legal Services	1,500.00	1,500.00	1,240.00	1,030.00	4,455.00	953.25
521.135	Legal-Collection Cost	500.00	500.00	(71.85)	(69.17)	(345.36)	(39.44)
521.140	Physicals	800.00	800.00	.00	684.00	150.00	75.00
521.500	Admin & Overhead	24,557.00	20,464.00	10,232.00	20,464.00	20,464.00	.00
532.001	Op.Supplies	2,500.00	2,500.00	.00	.00	.00	.00
532.003	Gas & Oil	35,000.00	35,000.00	19,330.39	24,140.84	24,938.48	33,901.20
532.028	Uniforms	3,200.00	3,200.00	2,818.45	2,904.58	3,096.50	2,898.77
532.056	Subscriptions	4,715.00	3,390.00	5,373.54	4,891.90	2,733.77	67.30
532.118	Major Repair and Maintenance	.00	.00	.00	2,132.56	.00	.00
533.800	Office Supplies	4,500.00	4,500.00	2,905.57	3,716.24	4,921.67	4,358.01
533.802	Small Equipment	3,000.00	3,000.00	.00	274.99	5,035.50	1,253.78
533.806	Software	3,500.00	3,000.00	3,381.00	6,283.50	3,175.37	2,687.00
533.817	Small Projects	8,000.00	8,000.00	1,548.00	4,000.00	8,000.00	8,000.00
550.001	Miscellaneous Expenses	.00	.00	36.25	.00	.00	.00
550.100	Bank Fees-Credit Card Processing	3,500.00	3,500.00	2,548.62	3,101.32	3,357.57	3,006.68
550.203	Collection Loss	.00	.00	103.61	(370.90)	4,778.78	(141.34)
	<i>Services & Supplies Totals</i>	\$546,902.00	\$543,894.00	\$339,086.43	\$475,066.95	\$479,115.20	\$462,042.56
	<i>Capital Outlay/Projects</i>						
562.000	Capital Projects	.00	151,396.00	9,347.56	7,709.25	5,287.50	.00
563.990	Capital Project Offset	.00	.00	.00	(7,709.25)	(5,287.50)	.00
564.500	Machinery & Equipment	.00	.00	.00	40,540.42	.00	.00
564.700	Motor Vehicles	150,000.00	115,953.00	115,953.20	28,200.00	.00	2,612.31
564.990	Capital Outlay Offset	.00	.00	.00	(68,740.42)	.00	(6,112.31)

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 611	Gardnerville Health & San						
	EXPENSE						
	Department 925 - Health & Sanitation						
	Capital Outlay/Projects						
	Miscellaneous						
550.060	Loss On Asset Disposition	.00	.00	.00	.00	.00	3,500.00
	Capital Outlay/Projects Totals	\$150,000.00	\$267,349.00	\$125,300.76	\$0.00	\$0.00	(\$3,500.00)
	Miscellaneous Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
	Depreciation						
550.027	Depreciation	55,000.00	55,000.00	.00	73,999.19	53,053.57	52,270.86
	Depreciation Totals	\$55,000.00	\$55,000.00	\$0.00	\$73,999.19	\$53,053.57	\$52,270.86
	Ending Fund Bal/Reserves						
625.200	Operating Reserves	50,000.00	50,000.00	.00	.00	.00	.00
625.250	Capital Impr. Reserves	51,672.00	265,612.00	.00	.00	.00	.00
	Ending Fund Bal/Reserves Totals	\$101,672.00	\$315,612.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 925 - Health & Sanitation Totals	\$1,384,381.00	\$1,637,336.00	\$776,264.41	\$1,017,877.03	\$1,018,839.97	\$924,349.97
	EXPENSE TOTALS	\$1,384,381.00	\$1,637,336.00	\$776,264.41	\$1,017,877.03	\$1,018,839.97	\$924,349.97
	Fund 611 - Gardnerville Health & San Totals						
	REVENUE TOTALS	\$0.00	\$1,637,336.00	\$753,112.68	\$1,069,043.43	\$1,079,423.21	\$1,007,371.17
	EXPENSE TOTALS	\$1,384,381.00	\$1,637,336.00	\$776,264.41	\$1,017,877.03	\$1,018,839.97	\$924,349.97
	Fund 611 - Gardnerville Health & San Totals	(\$1,384,381.00)	\$0.00	(\$23,151.73)	\$51,166.40	\$60,583.24	\$83,021.20
	Fund 613 - Gardnerville Debt						
	REVENUE						
	Department 000 - Revenue						
	Interest Revenue						
361.211	Invest. Earnings-LGIP	.00	.00	.00	.00	.00	.25
	Interest Revenue Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
	Other Financing Sources						
392.000	Transfers In	53,500.00	55,250.00	55,250.00	.00	.00	122,363.54
	Other Financing Sources Totals	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,363.54
	Department 000 - Revenue Totals	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,363.79
	REVENUE TOTALS	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,363.79
	EXPENSE						
	Department 922 - Gardnerville Debt						
	Debt Service						
550.021	Loan Principal	50,000.00	50,000.00	50,000.00	.00	.00	117,855.00
550.022	Loan Interest	3,500.00	5,250.00	5,250.00	.00	.00	5,126.70

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 613	Gardnerville Debt						
	EXPENSE						
	Department 922 - Gardnerville Debt						
	Debt Service						
	Debt Service Totals	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,981.70
	Department 922 - Gardnerville Debt Totals	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,981.70
	EXPENSE TOTALS	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,981.70
Fund 613	Gardnerville Debt Totals						
	REVENUE TOTALS	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,363.79
	EXPENSE TOTALS	\$53,500.00	\$55,250.00	\$55,250.00	\$0.00	\$0.00	\$122,981.70
	Fund 613 - Gardnerville Debt Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$617.91)
Fund 614	G'ville Ad Val Cap Proj						
	REVENUE						
	Department 000 - Revenue						
	Intergovernmental Revenue						
331.135	Distr. from County	48,000.00	47,359.00	33,708.44	46,536.13	45,901.06	44,841.59
	Intergovernmental Revenue Totals	\$48,000.00	\$47,359.00	\$33,708.44	\$46,536.13	\$45,901.06	\$44,841.59
	Interest Revenue						
361.205	Investment-FMV Adjust	.00	.00	.00	(458.81)	328.67	85.07
361.211	Invest. Earnings-LGIP	.00	.00	221.02	207.60	166.60	66.06
361.212	Invest. Earnings-BNY Mellon	.00	.00	429.89	271.72	608.29	470.12
	Interest Revenue Totals	\$0.00	\$0.00	\$650.91	\$20.51	\$1,103.56	\$621.25
	Other Financing Sources						
392.000	Transfers In	.00	.00	.00	2,000.00	.00	.00
	Other Financing Sources Totals	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00
	Beg. Fund Bal./Reserves						
301.100	Opening Fund Reserves	73,144.00	73,144.00	.00	.00	.00	.00
	Beg. Fund Bal./Reserves Totals	\$73,144.00	\$73,144.00	\$0.00	\$0.00	\$0.00	\$0.00
	Department 000 - Revenue Totals	\$121,144.00	\$120,503.00	\$34,359.35	\$48,556.64	\$47,004.62	\$45,462.84
	REVENUE TOTALS	\$121,144.00	\$120,503.00	\$34,359.35	\$48,556.64	\$47,004.62	\$45,462.84
	EXPENSE						
	Department 730 - G'ville Ad Val Cap Proj						
	Capital Outlay/Projects						
564.500	Machinery & Equipment	20,000.00	73,000.00	15,175.00	.00	17,555.00	.00
564.700	Motor Vehicles	.00	.00	.00	28,972.00	97,657.25	2,612.31
	Capital Outlay/Projects Totals	\$20,000.00	\$73,000.00	\$15,175.00	\$28,972.00	\$115,212.25	\$2,612.31

Budget Worksheet Report

Budget Year 2019

Account	Account Description	2019 Finance Officer	2018 Amended Budget	2018 Actual Amount	2017 Actual Amount	2016 Actual Amount	2015 Actual Amount
Fund 614	G'ville Ad Val Cap Proj						
	EXPENSE						
	Department 730 - G'ville Ad Val Cap Proj						
	Ending Fund Bal/Reserves						
625.103	Appropriated Reserve	101,144.00	47,503.00	.00	.00	.00	.00
	Ending Fund Bal/Reserves Totals	\$101,144.00	\$47,503.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 730	G'ville Ad Val Cap Proj Totals	\$121,144.00	\$120,503.00	\$15,175.00	\$28,972.00	\$115,212.25	\$2,612.31
	EXPENSE TOTALS	\$121,144.00	\$120,503.00	\$15,175.00	\$28,972.00	\$115,212.25	\$2,612.31
Fund 614	G'ville Ad Val Cap Proj Totals						
	REVENUE TOTALS	\$121,144.00	\$120,503.00	\$34,359.35	\$48,556.64	\$47,004.62	\$45,462.84
	EXPENSE TOTALS	\$121,144.00	\$120,503.00	\$15,175.00	\$28,972.00	\$115,212.25	\$2,612.31
Fund 614	G'ville Ad Val Cap Proj Totals	\$0.00	\$0.00	\$19,184.35	\$19,584.64	(\$68,207.63)	\$42,850.53
	Net Grand Totals						
	REVENUE GRAND TOTALS	\$1,744,355.00	\$4,068,747.00	\$2,031,581.45	\$2,837,828.26	\$2,990,450.80	\$2,546,250.25
	EXPENSE GRAND TOTALS	\$3,122,209.00	\$4,068,747.00	\$1,777,296.39	\$2,723,220.22	\$2,889,424.87	\$2,521,910.85
	Net Grand Totals	(\$1,377,854.00)	\$0.00	\$254,285.06	\$114,608.04	\$101,025.93	\$24,339.40

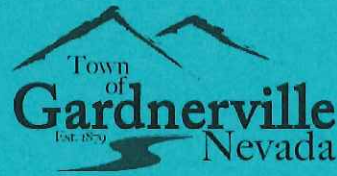
TOWN of Gardnerville Project List - March 2018

	Total Project	Town	others
395 Crosswalk Improvements – NDOT / TOWN	\$ 379,000	\$ 17,316	\$ 361,684
Kingslane light, channel and entrance improvements – NV Energy for new pedestal Boring under 395	\$ 83,800	\$ 13,800	\$ 70,000
Gardnerville Station - Phase 2 Project	\$ 725,711	\$ 186,361	\$ 539,350
Gardnerville Station – Building remodel	\$ 437,000	\$ 97,650	\$ 339,350
Gardnerville Station – Storm Drain Improvement	\$ 350,000	\$ 150,000	\$ 200,000
Concrete Repair Work – town wide	\$	\$ 25,000	
Martin Slough Trail Signs for Toler, Gilman and Chichester			
Hellwinkle Barns Arch and Structural plans	\$	\$ 150,000	
Purchase property 3.35 acres Gilman & Ezell	\$	\$ 105,250	
Southgate reconstruct and Service Drive AC patch	\$	\$ 250,000	
Industrial Way Entrance reconstruct and Cape Seal	\$	\$ 250,000	
Crack repair - Throughout town	\$	\$ 85,000	
Meadow Street Improvement Project - Survey ROW	\$	\$ 7,000	
Douglas Street lighting - Sidewalk upgrades	\$	\$ 132,000	
Mill Street improvements south side pavement & gutter	\$	\$ 75,000	
Maple Street Cul-de-sac and storm drain and trail re alignment at End of Slaughterhouse Lane, trail extension.			
Dog Park - Install 4' Black Chail Link Fence around the interior Pedestrian path	\$	\$ 35,000	

Maple Street Partnership with Church at Gilman	\$	100,000
Clean out Martin Slough channel South of Ponds	\$	25,000
Irrigation Structure improvements at 395 at Ezell Ditch (Kingslane)	\$	25,000
Heritage park – replace brick with stamped and colored concrete	\$	70,000
Community Orchard on The Ranch Open Space – addition to 6 trees	\$	2,500
Bridge at Hellwinkel Barns and path extension – LWCF grant (50/50)	\$	225,000
Bridges along the Martin Slough Trail from Gilman to Zerolene – Possibly partnering with Minden to extend project from Gilman to Lucern	\$	110,000
395 Sidewalk and Storm Drain replacement - Gilman to Historian	\$	80,000
Eddy Street End Curve - Adding Curb and gutter to clean properly	\$	10,000
Replace/Install Sidewalk Curb and Gutter - Gardner, Circle and Bell - 2,794 linear feet.	\$	300,000
Sidewalk and decorative lighting on interior of Gardner Park	\$	110,000
Meadow Street Improvement Project - Basic Sidewalks	\$	80,000
Meadow Street Improvement Project - Lighting upgrade	\$	45,000
Pave Gasoline alley	\$	92,000
Pave Tognetti alley	\$	95,000
Pave Frontier Alley	\$	113,000
Repave Meneley Alley	\$	92,000
Consider for every 1000' of replacement of C&G and sidewalk on 395	\$	130,000
Total Costs	\$	3,116,377
	\$	1,677,884

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for February 2018.

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 5 minutes

6. **Agenda:** Consent Administrative

Background Information: To be presented at meeting.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued

Gardnerville Town Board
AGENDA ACTION SHEET



1. **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for February 2018.**

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

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: March 13, 2018** **Time Requested: 5 minutes**

6. **Agenda:** Consent Administrative

Background Information: See attached report.

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

8. **Board Action:**

- Approved Approved with Modifications
 Denied Continued



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

Town Manager Monthly Report - March 2018 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** Opened the bids and working through the CDBG process to award the contract. I spent a lot of time adding civil drawings to the bid to include a new sewer lateral and water service to the structure.
- B. 395 Crosswalks:** nothing new to report.
- C. Kingslane Sidewalk Project:** NDOT has not found additional funds as of today. I did get the Southwest gas agreement complete and the doc date is this week. We looked at costs of breaking this project in smaller pieces.
- D. Toiyabe Storm Drain Project & Maintenance Yard Plans:** - V&C had some significant challenges to the storm drain that we spent a lot of time working through and watching. They are moving along now and plan on doing the entrance this week. The rest of the wall is going up and looking great. Dealt with communication line storm drainage pipe and old utilities we needed to know what those were to proceed with a modified design with the storm drain.
- E. Heritage Park and Ezell Right-of-way:** nothing new on this.
- F. Meadow Lane survey is complete.**
- G. 395 Sidewalk @ the French:** I did not work on this project with everything going on.
- H. Plan for Prosperity Update:** We had a committee meeting and great discussion on Minden's plan. We are planning another committee meeting this month in addition to the workshop to look over the Gardnerville plan and what additional things the town's plan needs to be included in this round of revisions. Bruce will be back in town for March 14th to meet with the stakeholders one on one, meet with East Fork Fire and the school district and run a public workshop at the CVIC Hall.
- I. Office Items:**
- 1 I need to create multiple signs within the Gilman Ponds area now that the trail is complete.
 - 2 Attended a chamber meeting.
 - 3 Working with WNDD on the Economic Development Conference. Attended meetings and made phone calls getting topics for the panel. Met with Union Pacific about a tract topic.
 - 4 Attended the CAUCUS meeting with the NV League of Cities, Town and Municipalities rep.
 - 5 Preliminary budget and updated the H&S graphs of last year's funding and tracking items. Put that in the recycling update item in this packet.
 - 6 Met with Jan Vandermade and Scott Bergan and a committee about a proposal for the Great Race folks to come back to the Carson Valley for the overnight stay as previously discussed on June 23rd 2019. We are working through the details and CVVA will pay the fee associated with that, but they are looking for support funding of the dinners and the event prior to their racers arrival. We are looking at Lampe Park as the venue this time as all the racers will be in for the end of day event. Scott Morgan is interested in moving the Big Mama's car show to that day and then end the evening with the Great Race show. I am taking the lead on the planning of this event and we need to provide a reply by month's end.
 - 7 The I-11 issue has resurfaced. It looks like the option of 395 being the link to Reno is still on the table. What are your thoughts on this? I would like to go to the meeting and be able to represent your interest. See the attached flyer.

2019 Great Race Overnight City Request for Proposal



Overview:

The Great Race is the country's oldest, longest running and richest vintage automobile event. The event is free to the public and has a Spirit of Americana theme which draws thousands of spectators to downtown for four to five hours. We are looking at possibly doing a Southern California to the Seattle area route which would start on Saturday, June 22, and end on Sunday, June 30. We would like to gauge your interest in bringing the Great Race to the Carson Valley for an overnight stop on Sunday, June 23, 2019.

Host City Requirements:

1. Help locate a host hotel with:
 - a. 275 rooms on Sunday, June 23; 70% double/doubles; best group rate available and 10% commissionable to our travel agency
 - b. 20 comp rooms for staff (hotels need to keep this in mind when pricing the rooms). All of the participants have to stay where we tell them, and our travel agent will send a rooming list.
 - c. Reception desk in the lobby for check in with pre-keyed rooms
 - b. Complimentary breakfast buffet provided for the mornings
 - c. Supply up to 4 advance room nights for Great Race personnel for site inspections, logistical planning and promotional meetings.
2. Host or help us find a host to feed up to 475 the evening of the event at the site.
3. Locate appropriate venue with ample parking for spectators, media and Great Race displays including the Finish Gate.
4. Help secure parking for 120 Great Race vehicles, 30 staff vehicles, and 2 transporters at the venue. And, if host hotel does not have enough parking, to help us secure overnight parking for the same.
5. Help us promote the event locally, and help us locate a local car person to head a committee to make it the best show possible. Local committee will help organize a separate local car show, distribute goodie bags for entrants and help with race day parking.
6. Sponsorship fee of \$5,000. Payments of \$2,500 due on Jan. 30, 2019, and May 1, 2019.

1317 Chestnut Street

Chattanooga, TN 37402

800-989-RACE (7223)

FAX: 423-752-8712

www.greatrace.com

I 7 A

Host City Agrees to:

- 1. Local event sponsorship and signage will not include alcohol, tobacco and/or sponsors which conflict with any Great Race sponsors.**
- 2. Promote the Great Race as a major attraction in the community**
- 3. Provide necessary street closures, process and pay any relevant street or city permits and provide traffic control for designated Finish Location**
- 4. Provide adequate secured parking for support vehicles and display areas for dates**
- 5. Provide contact names and coordinate meeting for promotional partnerships of local media; print and broadcast**
- 6. Distribute Great Race supplied event posters, approximately 500, to appropriate businesses and locations**
- 7. Distribute Media releases to local media and provide assistance in developing media coverage using local angles**
- 8. Provide artwork for free full page color advertisement promoting your city in the Great Race souvenir program**

BACKGROUND AND PURPOSE

A joint study by NDOT and the Arizona Department of Transportation, the I-11 and Intermountain West Corridor Study (IWCS) was completed in 2014. In Northern Nevada, a high level of analysis was completed to recommend that I-11 make a connection from Las Vegas to points north along the western side of the state.

The purpose of this study is to build on the recommendations of the I-11 and IWCS by developing and evaluating specific corridor alternatives linking Las Vegas with I-80, and documenting issues, constraints, and opportunities in a PEL document, to lay the groundwork for future NEPA studies.

Intermodal Surface Transportation Efficiency Act (ISTEA)

The CANAMEX Trade Corridor, connecting Mexico and Canada through Arizona, was outlined in the "ISTEA" highway bill.

North American Free Trade Agreement (NAFTA)

Establishes trade and manufacturing opportunities between the U.S., Canada, and Mexico, increasing the importance of creating a north-south connection in the Intermountain West.

High Priority Corridors

The CANAMEX corridor was defined by Congress in the 1995 National Highway Systems Designation Act.



Mike O'Callaghan-Pat Tillman Memorial Bridge

Bridge bypassing the Hoover Dam eliminates a major bottleneck on the CANAMEX corridor.

I-11 and Intermountain West Corridor Study

Arizona and Nevada validate the I-11 Corridor on US 89 between Wickenburg and Las Vegas, and define a wide corridor for further study from Wickenburg to Negales, and from Las Vegas to I-80.

Fixing America's Surface Transportation (FAST) Act

The future I-11 designation is officially extended south to Negales and Las Vegas to I-80 in federal transportation legislation.

I-11 Northern Nevada Alternatives Analysis

Advanced study of the Northern Nevada connectivity option recommended in the I-11 and Intermountain West Corridor Study. This includes alternatives development, analysis, and evaluation of corridor options between Las Vegas and I-80, including an updated Planning and Environmental Linkages (PEL) document, with the goal of identifying recommended corridor(s) to advance into future NEPA studies.

I-11 Corridor Tier 1 EIS

Formal National Environmental Policy Act environmental review process begins on the I-11 Corridor Study, from Negales to Wickenburg, Arizona, with the goal of identifying a Preferred Corridor Alternative.

Moving Ahead for Progress in the 21st Century Act (MAP-21)

Future I-11 from Phoenix to Las Vegas is designated in federal transportation legislation.



Governor Brian Sandoval and Governor Jan Brewer unveil Future Interstate 11 Sign at the Hoover Dam, March, 21 2014.

1991

1994

1995

2010

2012

2014

2015

2016

2018



The Nevada Department of Transportation (NDOT) welcomes your input on the corridor alternatives developed as part of the Alternatives Analysis Study and Planning and Environmental Linkages (PEL) effort for the proposed Interstate 11 (I-11) between Las Vegas and I-80. Please review and comment on the corridor alternatives, and provide feedback on any known issues or opportunities. These corridor alternatives were developed based on input from prior studies, prior stakeholder coordination, and technical analysis conducted to date.

WHAT IS I-11?

I-11 is envisioned as a continuous high-capacity transportation corridor that has the potential to enhance movement of people and freight, and to facilitate regional connectivity, trade, communications, and technology.

What is a PEL? PEL documents information gathered during this corridor planning phase to inform the environmental review process that is required under NEPA (National Environmental Policy Act).

How long will this PEL process take? It is anticipated the PEL will be completed for I-11 by mid 2018.

Will there be opportunities for public input through the PEL process? The PEL process involves relevant stakeholders, resource agencies, and public to build consensus and establish a foundation for NEPA.

What is the outcome of the PEL process? The PEL process provides the future NEPA study team with documentation on the outcomes of the alternatives analysis process, including the history of decisions made and the level of detailed analysis undertaken.



I-701

Methodology Outreach with Stakeholders

Methodology Outreach with Public

Evaluation Results Outreach with Stakeholders

Evaluation Results Outreach with Public

Final Executive Summary

How you can get involved:
Attend a public meeting to review the study information and provide comments.
View meeting materials online at:
• I1Study.com

• Facebook: Nevada Department of Transportation

To provide comments or ask questions contact: **Kevin Verre** (775) 888-7712
kverre@dot.nv.gov | 1263 S. Stewart St., Carson City, NV 89712

Please submit comments by **Friday April 13, 2018** so that the project team can include your comment in the meeting summary.



I-11 NORTHERN NEVADA ALTERNATIVES ANALYSIS MARCH 2018 PUBLIC MEETINGS

The Nevada Department of Transportation (NDOT) is initiating the I-11 Northern Nevada Alternatives Analysis. The goal of this Planning and Environmental Linkage (PEL) process is to advance the congressionally designated I-11 corridor of US 95 between Las Vegas and Interstate 80 as identified in the *I-11 Intermountain West Corridor Study (2014)* by considering a range of potential corridors. The result will be a smaller range of potential corridors to be analyzed under future environmental study process(es). This will help NDOT to strategically plan how to best advance this important transportation investment over time and inform future actions by both NDOT and federal land agencies.

To hear from as many Nevadan's as possible, NDOT will be holding a round of public meetings between March 20 and March 29 at the locations listed below. Each meeting will contain the same content, including a formal presentation. Please help us advance this critical future transportation link. The public comment period will remain open until Friday April 13, 2018.

Contact:

Kevin Verre
NDOT
1263 S. Stewart Street
Carson City, NV 89712
(775) 888-7712
kverre@dot.nv.gov

Location	Date/Time
Las Vegas Santa Fe Stations Casino, Centennial B Ballroom 4949 North Rancho, Las Vegas, NV 89130	March 20 4:00-7:00pm Presentation at 5:30pm
Tonopah Tonopah Convention Center 301 Brougher Avenue, Tonopah, Nevada 89049	March 21 4:00-7:00pm Presentation at 5:30pm
Hawthorne Hawthorne Convention Center 932 E. Street, Hawthorne, NV 89415	March 22 4:00-7:00pm Presentation at 5:30pm
Fallon Fallon Convention Center 100 Campus Way, Fallon, NV 89406	March 27 4:00-7:00pm Presentation at 5:30pm
Reno/Sparks Grand Sierra Resort, Crystal Room 2500 East 2nd Street, Reno, NV 89595	March 28 4:00-7:00pm Presentation at 5:30pm

Carson City
NDOT Headquarters 3rd Floor Conference Room
1263 S. Stewart Street, Carson City, NV 89712

Video Conference Locations:

Winnemucca District III Office Conference Room
725 W. 4th Street, Winnemucca, NV 89445

March 29
2:00-5:00pm
Presentation at 2:30pm

Elko District III Office Conference Room
1951 Idaho Street, Elko, NV 89801

Las Vegas District I Office Conference Room Bldg. A
123 E. Washington Avenue, Las Vegas, NV. 89101

If you cannot attend in person, please join us via Facebook Live at 2:30 p.m. on March 29th to watch the presentation and submit your comments or ask questions.

Facebook.com/NevadaDOT/

I7-2



WHAT IS A CORRIDOR ALTERNATIVE?



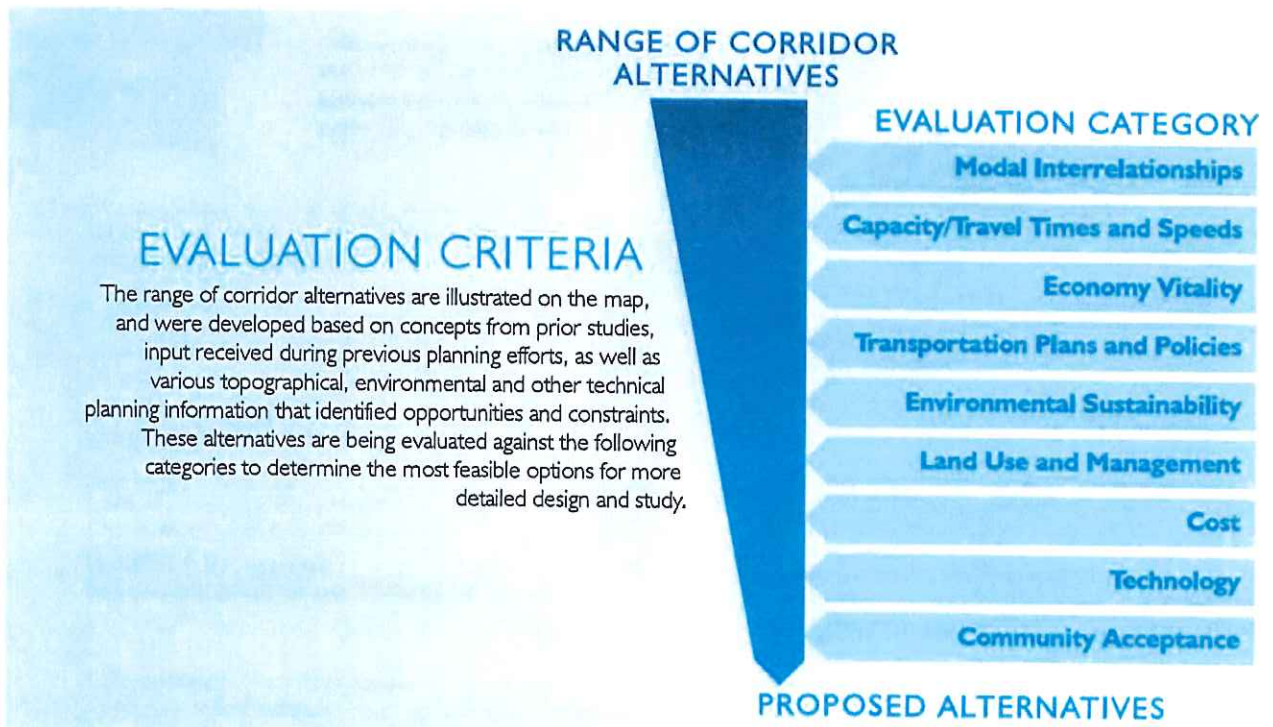
The I-11 and IWCS defined a broad connection between Las Vegas and I-80, establishing the study vicinity for future efforts.



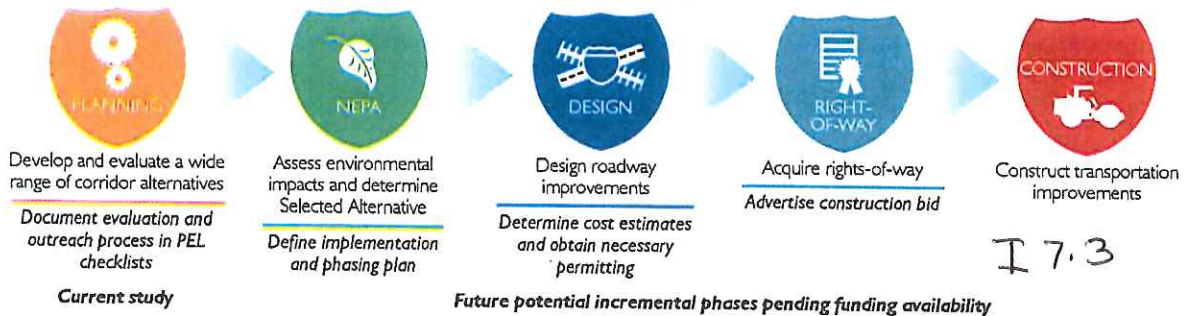
This PEL will identify and screen corridor alternatives within the broad study area, advancing the most feasible alternative(s) into future NEPA studies.



Future NEPA efforts will develop and evaluate specific alignments within proposed alternative(s). A single alignment will be recommended for design and construction.



PROJECT DEVELOPMENT PROCESS



I 7.3

WHAT IS A CORRIDOR ALTERNATIVE?



The I-15 and IWCS defined a broad connection between Las Vegas and I-80, establishing the study vicinity for future efforts.

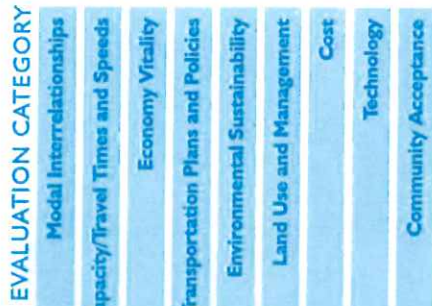


This PEL will identify and screen corridor alternatives within the broad study area, advancing the most feasible alternative(s) into future NEPA studies.



Future NEPA efforts will develop and evaluate specific alignments within proposed alternative(s). A single alignment will be recommended for design and construction.

RANGE OF CORRIDOR ALTERNATIVES



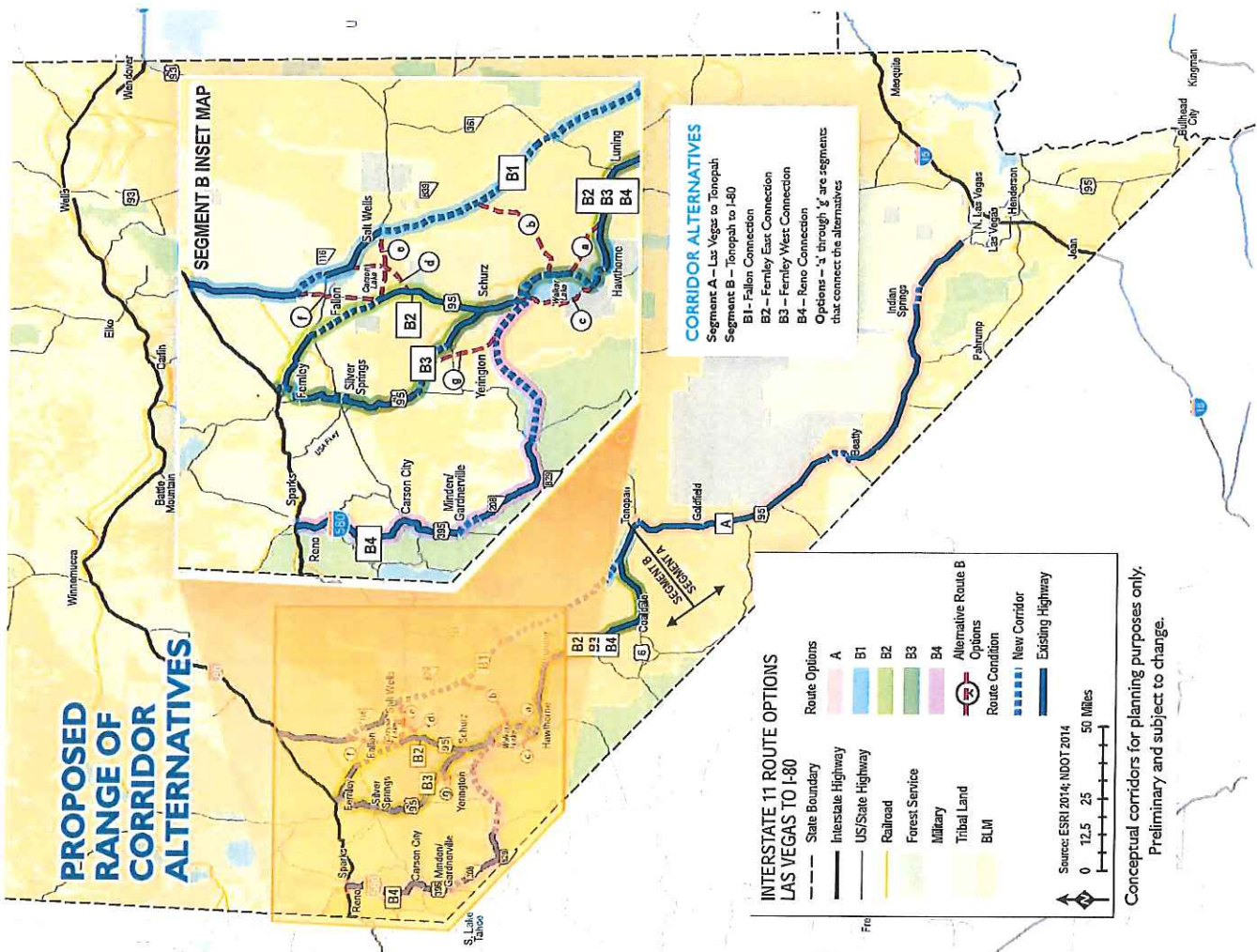
EVALUATION CRITERIA

The range of corridor alternatives are illustrated on the map, and were developed based on concepts from prior studies, input received during previous planning efforts, as well as various topographical, environmental and other technical planning information that identified opportunities and constraints. These alternatives are being evaluated against the following categories to determine the most feasible options for more detailed design and study.

PROJECT DEVELOPMENT PROCESS



I 7.4



Conceptual corridors for planning purposes only. Preliminary and subject to change.

Gardnerville Town Board

AGENDA ACTION SHEET



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

2. **Recommended Motion:** N/A

Funds Available: Yes N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** March 13, 2018 **Time Requested:** 10 minutes

6. **Agenda:** Consent Administrative

Background Information: To be presented at meeting.

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

8. **Board Action:**

Approved Approved with Modifications
 Denied Continued

MSG Board of Directors Meeting

February 20, 2018 5:30 PM

EXECUTIVE DIRECTOR MONTHLY STATUS REPORT

This report provides a brief overview of operations of Main Street Gardnerville program.

MONTHLY SUMMARY

- **Financial**
 - Revolving Loan (USDA) Balance: \$ 22,357.83 (Must have a positive balance and regulated by USDA guidelines)
 - Continue to receive monthly loan payments
- **Membership**
 - Current Membership is 57
- **Social Media**
 - **Twitter:** 444 to 449; followers; increase of 5 followers
 - **Facebook:** 2,967 to 2,982 followers; increase of 15 followers
 - **Instagram:** 290 to 322 followers; increase of 32 followers
 - **Alignable:** 20 to 22 followers; increase of 22 followers
- **Website**
 - We need a new site-ours is out of date
 - Research costs and what modules we need
 - Host cost and email capacity
 - **We will need a committee to research all our needs**
 - Easy to manage and change
 - Able to edit all pages and add pages
 - Able to do forms for volunteer sign ups, applications, etc...
 - Able to take credit cards and be PCI DSS Compliant
 - Any foreseeable additional items we would like to see on our website
- **Constant Contact Mails**

	Open Rate	Click Rate
○ Biz Blast January 2018	35%	14%
○ Mingle Invite 1	35%	8%
○ Mingle Invite 2	44%	0%
○ Biz Blast February 2018	35%	18%
- **Media Mentions**

Record Courier:
 1/20/18 Main Street Participation Enthusiastic
 1/24/18 Gardnerville Siblings Share Love of Coffee and Community
 1/30/18 Main Street flower baskets on sale

Reno Gazette Journal:
 1/30/18 Why you community needs a Main Street Program
- **Press Releases**
 - Flower Baskets 1/29/18

OLD BUSINESS

- State accreditation report filed with NMSC on 2/7/18
- Leaving for the California Main Street Alliance Conference tonight in Pleasanton

NEW BUSINESS

- **Please enter through only the front door of the office**
- List of accreditation requirement for 2018 from NMSC, see attached.
- Heidi Swank to visit in April with State Program for a photo shoot, dates TBD.