

GARDNERVILLE TOWN BOARD

Meeting Agenda

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

Tuesday, August 6, 2019

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. It the community's quality of life while proactively preparing for the future. We will be accessible and fully accountable to	•
Copies of the finalized agenda were posted on July 31, 2019 or before the third day prior to the meeting date,	by Eunice Gil-Salinas
Signed:, in accordance with NRS Chapter 241 at following location	ons;
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 57 A.M.	
Douglas County Historic Courthouse, 1616 8 th Street, Minden NV 89423, at니: <u>이</u> 석 A.M.	
Gardnerville Post Office, 1267 US Hwy 395 #L, Gardnerville NV 89410 at; A.M.	
Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410 at <u>}:3の</u> A.M. and	d on the Internet at
https://www.townofgardnerville.com/	

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 894I0, or by calling (775) 782-7I34 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 offered before the official start of the Board meeting shall be a voluntary offering of a private citizen. Attendance and participation in any invocation is not required. The views expressed are not necessarily views of the Board, have not been previously reviewed or approved, and shall not impact the business of the Board."

INVOCATION - Pastor John Scheuermann from Trinity Lutheran Church

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

PLEDGE OF ALLEGIANCE - Erik Nilssen, P.E., Town Manager

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:

A. July 2, 2019 Regular Board meeting



GARDNERVILLE TOWN BOARD MEETING AGENDA - CONT'D

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Town Board Members or any member of the general public wishing to discuss any Consent item or items may request to have the item or items moved to the Administrative Agenda for further discussion. When items are moved for discussion, they will be 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 July 2019 claims.

- 4. For Possible Action: Approve Gardnerville Special Event Application for the Artisans & Antiques event scheduled for August 17, 2019, 10:00 a.m. to 5:00 p.m. to be held at 1235 Eddy Street with partial road closure of a block of Eddy Street.
- 5. <u>For Possible Action:</u> Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the Artisans & Antiques event scheduled for August 17, 2019, 10:00 a.m. to 5:00 p.m. to be held at 1235 Eddy Street with a partial road closure of a block of Eddy Street.

6. <u>For Possible Action:</u> Approve a Gardnerville Special Event Application for the Annual Carson Valley Sertoma Oktoberfest scheduled for September 8, 2019 in Heritage Park from 9:00 a.m. to 6:00 p.m.

7. <u>For Possible Action:</u> Approve expenditure of \$60,003.00 to Verdek LLC for EV Charging Station, shipping and support, to be reimbursed by NV Energy's Electric Vehicle Charging Station Grant Agreement dated 5/2/19.

ADMINISTRATIVE AGENDA

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

- 8. <u>Not For Possible Action:</u> Introduction of Matthew Bruback, new Executive Director of Main Street Gardnerville.
- 9. <u>For Possible Action:</u> Discussion regarding possible elimination of convenience fees associated with the payment of the Town's Health & Sanitation bills by credit card; with public comment prior to Board action.
- 10. <u>For Possible Action:</u> Discussion and direction to Town Staff prioritizing the implementation actions and related projects identified in the 2018 Plan for Prosperity; with public comment prior to Board action.
- 11. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2019.
- 12. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for July 2019.
- 13. <u>Not For Possible Action:</u> 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.

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

Adjourn

Movies in the Park – August 9 – Mary Poppins Third Thursday Wine walk – August 15, 2019 Artisans & Antiques – August 17, 2019 Main Street Mingle – August 22, 2019 Next monthly board meeting September 3, 2019



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

Contact: Town of Gardnerville office for any questions or additional information. You may also view the board packet online at the town's website.

Tuesday, July 2, 2019

4:30 p.m.

Gardnerville Town Hall

INVOCATION - Deacon William Henderson, St Gall Catholic Church



4:30 P.M. Chairman Slater called the meeting to order and Determination of a Quorum

PRESENT:

Linda Slater, Chairman Lloyd Higuera, Vice-Chairman **Mary Wenner** Ken Miller Mike Henningsen

Jennifer Yturbide, Town Counsel Erik Nilssen, P.E., Town Manager Geoff LaCost, Superintendent Public Works Carol Louthan, Administrative Services Mgr



PLEDGE OF ALLEGIANCE – Mary Wenner led the flag salute.



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.

Mr. Jerry Turner commented on items not on the agenda. (recording available upon request)

Mr. Nilssen advised Carol Louthan received her 25 year service award with Douglas County. She declined to have a public presentation made at the Board of Commissioner meeting. I wanted to let the town board know she reached this milestone. She did commit to another 25 years.

No further 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 Higuera/Wenner to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.



FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

A. June 4, 2019 Regular Board meeting

Motion Higuera/Miller to approve the previous meeting minutes.

No public comment.

Upon call for the vote, motion carried unanimously



CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Town Board Members or any member of the general public wishing to discuss any Consent item or items may request to have the item or items moved to the Administrative Agenda for further discussion. When items are moved for discussion, they will be placed at the beginning of the Administrative Agenda.

1. For Possible Action: Correspondence.

Read and noted.

2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities. Approved.

3. <u>For Possible Action</u>: Approve June 2019 claims. Approved.

Motion Higuera/Wenner 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)

4. For Possible Action: Discussion on and direction to Staff to work with Douglas County regarding the 2019 Master Plan as it pertains to the Minden/Gardnerville Community Plan and the proposed revisions of the Master Plan mapping and future processes for the update; with public comment prior to Board action.

Mr. Tom Dallaire, Douglas County Community Development Director, gave a power point presentation on the proposed 2019 master plan update.

Chairman Slater asked if trucks will be allowed on Muller Parkway.

Mr. Dallaire answered they haven't tackled that part yet.

Chairman Slater asked that he take the Town's desires on that forward. We need to get the trucks off Hwy 395.

- Mr. Dallaire continued his presentation.
- Mr. Higuera asked about the timeline for Muller Parkway.

Mr. Dallaire felt the timeline is dependent on whether we get the bill grant. If they get the bill grant we can do it in five to seven years. If we don't get the bill grant the county has put some funding aside each year so in eight or ten years down the road we could possibly do two lanes or reimburse the landowner if he builds it first. If this is something you can support it would be helpful to have that for the planning commission meeting.

No public comment.

Motion Miller/Higuera to direct staff to work with Douglas County regarding 2019 Master Plan as it pertains to the Minden/Gardnerville Community Plan and the proposed revisions of the Master Plan mapping and future processes for the update. Motion carried unanimously.

5. For Possible Action: Discussion and direction related to the proposed goals for Erik Nilssen, Town Manager, for completion during his first year as the executive director of the Town; with public comment prior to Board action.

Mr. Nilssen shared it was suggested I put together my goals for the upcoming year. Coming into a new position you are off balance trying to figure out what all the roles and responsibilities will be. After JD took the Town of Minden job he spent 75% of his time on HR. Priorities and goals may shift during the year in order for the town board to have something to do an evaluation on. I will focus on three items: projects, studies and relationships. When I met with

each of you individually the one thing everyone agreed on was don't start any new projects. I outlined seven projects that I hope to complete. I would like direction from the board what you feel is important, where you want town staff efforts and funds to be spent. I want to focus on building strong relationships with employees. I am going to attend weekly staff meetings and public works staff. Being there every week will help. I will be meeting with each town employee over the next month or two. We need to complete our performance evaluations on time. Staff would like an opportunity for an annual raise and if we miss the performance appraisals, it causes a lot of work for Douglas County. I am going to hold biweekly staff meetings with the superintendent and administrative services manager. Those are my goals for the first year.

Chairman Slater was impressed with this. I am pleased with what I have seen. I see progression already. Your goals are aggressive. If you meet half of them you will have a board that is extremely supportive in the future.

- Mr. Miller asked about the zero budgeting. Does that affect our CIP planning?
- Mr. Nilssen explained zero balance takes the budget down to zero each year. You manage by objectives. The communities where they have used it successfully generally have uncovered funds that they had allocated and not used in previous years. Generally it will free up money for capital projects. I would like to explore it further and see if it is possible.
 - Mr. Higuera asked about the Hellwinkel shop and the Gardnerville station storage.
- Mr. Nilssen answered the Hellwinkel shop has \$65,000 allocated to it. The architect is drafting up plans. The Gardnerville station storage is not on the CIP. Geoff explained to me the funds were either towards the shop or the storage.
- Mr. LaCost stated we didn't have enough money for both projects. Next year we can allocate money for the station storage.
- Mr. Miller had suggested applying for grants from the liability insurance program for those projects. That would be a safety issue. It would be less possibility of a loss.
 - Mr. Nilssen's intent is to apply for that grant within the next week or two.
 - Mr. Henningsen likes the energy and approach. I'm impressed.
- Ms. Wenner was impressed with the part where you wanted to make sure infrastructure was a priority. I think it should be. I was glad to see that.

No public comment.

Motion Miller/Higuera to accept the direction that Erik Nilssen is going for town manager in his first year as executive director of the Town of Gardnerville. Motion carried unanimously.

6. Not for Possible Action: Discussion on the Town Attorney's Monthly Report of activities for June 2019.

Attorney Yturbide reported attending a couple meetings, making some agenda corrections, attending an HR meeting, and working on a code enforcement issue. I reviewed the town manager goals and gave input into Carol's evaluation. The credit card issue will be brought back next month. We are getting more information from the current credit card company. The county is in the process of looking at a new system. We will try to gather some information from them. There are also a couple of agreements I will be reviewing.

7. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for June 2019.

Mr. Nilssen reported we had the first movie in the park. We did get a new sound system. Steve Thompson knows quite a bit about the setup. Todd Kubicka, Ron Grove and Mike Plut were working at the movie. It is a late night for staff. The next one is July 12. The July 4th 5K is coming up. Main Street Gardnerville did a great job marketing it, as well as Douglas County and the Town. Would any board members be willing to help? We will be re-

Gardnerville Town Board Meeting July 2, 2019 – 4:30 p.m. Page 4

advertising the sanitation position. Public Works has been helping cover that position until it is filled. We have been talking with Granicus. Their software is called Peak Agenda Management, which is what Carson City uses. The cost came in at \$3,300. It goes up to 3,500, and 3,007 the following years. It would be a three-year agreement. If you want to look at Carson City's agenda you can get a feel for it. This will save time in the assembling of board packets and presenting them in a professional manner. The town attorney reviews the agendas and specific items. She really should be looking at the whole packet. This would allow her to review all items. Anybody in management would have the ability to publish the agenda. September, October is when you will see it.

Mr. Miller will not be at the August meeting.

8. 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 receiving the bill from the Arts Council for the yearly membership. Dana Childs has an exhibit at the Copeland Gallery and the 2019/2020 concert series has been approved. We didn't have a meeting in June.

Chairman Slater attended two teleconference calls. We discussed and finalized the yearly budget and discussed proposed changes for the better accountability from our lobbyist, Warren Hardy, in the future. The next Board of Directors meeting is on July 15 in Reno. Everyone is focusing on the upcoming conference in Henderson, September 24th through the 26th.

Mr. Higuera reported Debbi has given her notice. She gave six-weeks' notice. She is going to the Sage Ridge School in Reno. The search for a new Main Street director is closing tomorrow. They have 14 applicants right now and possibly a couple more applications by the deadline. The executive committee will be reviewing the applications. The wine walk was a lot better this month. It wasn't as good as last year. This year there was 5,980 and last year it was 6,208. They had 54 participating businesses as opposed to 60 last year; and 342 walkers as opposed to 360. At the meeting on the 18th they had 20 hanging flower baskets still available but now it's down to five. Lisa Granahan came in and bought five baskets in the name of Douglas County Economic Vitality. The Executive Committee did agree to train in various positions to help fill in while the new person comes in.

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

Ms. Linda Birdwell currently serves on the Genoa Town Advisory Board. I am also part of Leadership Douglas County. We have homework assignments and one was to attend a board meeting. So I thought I would see what goes on in Gardnerville.

Mr. Jerry Turner gave public comment on items not on the agenda.	(Recording available upon request).
Meeting adjourned at 5:49 p.m.	
Adjourn	
Linda Slater, Chairman Ei	rik Nilssen, P.E., Town Manager



1.	For Possible Action: Correspondence
2.	Recommended Motion: Receive and file Funds Available: ☐ Yes ☐ N/A
3.	Department: Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019
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 ☐ Continued



- 1. <u>For Possible Action:</u> 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: Marie Nicholson, Office Specialist

4. Meeting Date: August 6, 2019

5. Time Requested: N/A

6. Agenda:

Consent

Administrative

7. Background Information:

Trash (June landfill)

Credit Cards & E-Checks (June)

Residential Accounts	1833 - total	
Single Family	1774	U
Duplex	16	
Triplex	3	H
Fourplex	9	
Sixplex	1	
Office Residential	30	
Commercial accts	233	37
Greenwaste accts	1419	
Cleanup dumpsters	11	
X cans	327	
# new residential accts	5 new, 6 transferred	
# new commercial accts	0 new, 1 transferred	
Minimum User	24	
Total tons - trash	343.65	
Total tons - greenwaste	63.09	

Total Amount	\$	16,1	70.87
Total Transactions		7	5
Visa	40	\$	3982.59
MasterCard	11	\$	2134.68
AMEX/Discover	1	\$	98.44
E-Checks	23	\$	9955.16

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



L.	For Possible Action: Approve July 2019 claims.
2.	Recommended Motion: Approve as submitted Funds Available: ☐ Yes ☐ N/A
3.	Department: Administration
	Prepared by: Carol Louthan, Administrative Services Manager
1.	Meeting Date: August 6, 2019 Time Requested: N/A
5.	Agenda: ☐ Consent ☐ Administrative
5.	Background Information: See attached.
7.	Other Agency Review of Action: □Douglas County □ N/A
3.	Board Action:
	☐ Approved ☐ Approved with Modifications ☐ Continued

Vendor		Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date Payment Date		Invoice Amount
Fund 61	Fund 610 - Gardnerville Town										
Depart	Department 921 - Gardnerville Admin										
	Account 510,150 - Board Compensation	Compensation									
33424 -	33424 - Michael C Henningsen	7/19 BOARD	GVILLE	Paid by Check		06/27/2019	07/05/2019	07/05/2019	07/05/2019	119	250.00
4288 - LI	4288 - Lloyd W Higuera	7/19 BOARD	GVILLE	Paid by Check		06/27/2019	07/05/2019	07/05/2019	07/05/2019	610	250.00
28960 -	28960 - Kenneth W Miller	7/19 BOARD	GVILLE	# 093204 Paid by Check		06/27/2019	07/05/2019	07/05/2019	07/05/2019	610	250.00
2969 - Li	2969 - Linda Slater	7-19 BOARD	TOWN OF	# 693227 Paid by Check		06/27/2019	07/12/2019	07/12/2019	07/12/2019	610	275.00
8364 - M	8364 - Mary A Wenner	7-19 BOARD	GARDNEKVILLE TOWN OF GARDNERVILLE	# 693545 Paid by Check # 693577		07/01/2019	07/12/2019	07/12/2019	07/12/2019	610	250.00
				Account	Account 510,150 - B	 Board Compensation Totals 	sation Totals	Invoi	Invoice Transactions 5		\$1,275.00
20219 - Program	Account 511,201 - PEBS-Ret.Medical 20219 - NV State Public Employees Benefits 7-19 Program	iet.Medical s 7-19 PREMIUMS	731	Paid by Check # 693513		07/01/2019	07/12/2019	07/12/2019	07/12/2019	610	10.49
				ACCC	ACCOUNT SILE.ZUL	- PERS-Ker, Medical Totals	edilical locals	TUACIT	INVOICE ITAIISACIIONS I		STOTE
ر 13097 - ا	Account 520.055 - Telephone Expense 13097 - Verizon Wireless 983125631	one Expense 9831256315	842011146-00001	Paid by Check		06/01/2019	06/28/2019	06/28/2019	06/28/2019	119	472,85
29103 -	29103 - Frontier	782-7134 6/19	775-782-7134-050279-			06/16/2019	07/05/2019	06/30/2019	07/05/2019	119	116.10
29103 -	29103 - Frontier	782-3856 6/19	775-782-3856-080802-	Paid by Check		06/16/2019	07/05/2019	06/30/2019	07/05/2019	119	57.69
13097 -	13097 - Verizon Wireless	9833227485	842011146-00001	Paid by Check		07/01/2019	07/19/2019	07/12/2019	07/19/2019	610	344.84
32036 -	32036 - Spectrum Business	0653088071119	0653088071119 8354110060653088	Paid by Check		07/11/2019	07/26/2019	07/26/2019	07/26/2019	610	15.00
				# 6941/4 Accou	nt 520.055 -	Account 520.055 - Telephone Expense Totals	pense Totals	Invoi	Invoice Transactions 5		\$1,006.48
25294 -	Account 520,060 - Postage/Po Box Rent 25294 - FP Mailing Solutions R104093157	e/Po Box Rent RI104093157	600003046	Paid by Check		06/12/2019	06/28/2019	06/28/2019	06/28/2019	61(255.00
25294 -	FP Mailing Solutions	RI104103541	600003046	# 092003 Paid by Check # 693181		06/16/2019	07/05/2019	07/05/2019	07/05/2019	910	45.00
				Account	520,060 - Pc	Account 520,060 - Postage/Po Box Rent Totals	r Rent Totals	Invoi	Invoice Transactions 2		\$300.00
14747 -	Account 520.084 - Replacement & Repair 14747 - Home Depot (Gville) 3251804	ement & Repair 3251804	6035 3225 0269 7513	Paid by Check		05/20/2019	06/28/2019	06/28/2019	06/28/2019	910	66.95
11985 -	11985 - Ace Hardware	133317	1236	Paid by Check		05/31/2019	07/19/2019	06/30/2019	07/19/2019	910	4.99
11985 -	11985 - Ace Hardware	133541	1236	Paid by Check # 693664		06/12/2019	07/19/2019	06/30/2019	07/19/2019	910	3.38
					-00 000 Ca-	A CONTRACTOR OF TAXABLE PARTY TOTAL	Bernain Tainle	Tovol	Invoice Transactions 3		475 33

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Vendor	Invoice No.	Invoice Description	Sidius	Held Keason Invoice Date	Due Date	a/L Date Receive	Kereived Date Payment Date	THANKE WILLOUIL
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin								
2924 - NV Energy	2856009 6-19 1	2856009 6-19 1 1000285600907757795	Paid by Check	06/25/2019	07/12/2019	06/30/2019	07/12/2019	224.18
		יסוריוויזאנו אכבוי ווסי	00000	Account 520.089 - Power Totals	Power Totals	Invoice Transactions 1	sactions 1	\$224.18
Account 520.090 - Water 1429 - Gardnerville Water Company	640.01 5-6/19	640.01	Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	31,90
1429 - Gardnerville Water Company	690.01 5-6/19	690.01	# 693769 Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	92.20
1429 - Gardnerville Water Company	410.03 5-6/19	410.03	# 693769 Paid by Check # 693769	07/01/2019	07/19/2019	06/30/2019	07/19/2019	33.22
			00000	Account 520.090 - Water Totals	Water Totals	Invoice Transactions 3	sactions 3	\$157.32
Account 520,092 - Heating 3021 - Southwest Gas Corporation		0015779022 6- 2410015779022	Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	16,41
3021 - Southwest Gas Corporation	1072224004 6-	2411072224004	# 69300/ Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	28.53
3021 - Southwest Gas Corporation	19 1188600002 6-	19 1188600002 6- 2411188600002	# 69300/ Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	8.79
9 3021 - Southwest Gas Corporation	19 0015779022 7-	19 0015779022 7- 2410015779022	# 693007 Paid by Check	07/17/2019	07/26/2019	07/26/2019	07/26/2019	14.83
3021 - Southwest Gas Corporation	1072224004 7-	1072224004 7- 2411072224004	Paid by Check	07/17/2019	07/26/2019	07/26/2019	07/26/2019	15.05
3021 - Southwest Gas Corporation	1188600002 7-	1188600002 7- 2411188600002	# 69416/ Paid by Check	07/17/2019	07/26/2019	07/26/2019	07/26/2019	7.53
	19		# 69416/	Account 520,092 - Meating Totals	leating Totals	Invoice Transactions 6	sactions 6	\$91.14
Account 520,093 - Utilities-Sewer	-Sewer							
2030 - Minden-Gardnerville Sanitation	19-070573	0594	Paid by Check	07/01/2019	07/19/2019	07/19/2019	07/19/2019	21.16
2030 - Minden-Gardnerville Sanitation	19-070284	0296	Paid by Check	07/01/2019	07/19/2019	07/19/2019	07/19/2019	17.73
טוצדות: 2030 - Minden-Gardnerville Sanitation	19-073301	0215	# 093020 Paid by Check	07/01/2019	07/19/2019	07/19/2019	07/19/2019	29,63
District			# 693828	Account 520,093 - Utilities-Sewer Totals	Sewer Totals	Invoice Transactions	sactions 3	\$118.50
Account 520.097 - Maint B&G 14747 - Home Depot (Gville) 80	ድG 8025343	6035 3225 0269 7513	Paid by Check	06/04/2019	06/28/2019	06/28/2019	06/28/2019	354.06
30438 - YESCO LLC	PRY-16402	TOWN OF	# 692902 Paid by Check	05/21/2019	06/28/2019	06/28/2019	06/28/2019	4,860.55
11985 - Ace Hardware	133374	GARDINERVILLE 1236	# 693030 Paid by Check	06/04/2019	07/19/2019	06/30/2019	07/19/2019	33,98

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date Rec	Received Date Payment Date	ayment Date	Invoice Amount
Fund 610 - Gardnerville Town										
Department 921 - Gardnerville Admin Account 520,097 - Maint B&G	97									
28215 - Carson Creature Catchers Inc	2123	GVILLE	Paid by Check		06/20/2019	07/12/2019	06/30/2019	0	07/12/2019	2,403,86
2549 - Louthan, Carol - Petty Cash	6-19 GVILLE	PETTY CASH	Paid by Check		06/12/2019	07/19/2019	06/30/2019	0	07/19/2019	2.00
30438 - YESCO LLC	INY-0167531	TOWN OF GARDNERVILLE/22604	# 693811 Paid by Check # 693956		07/08/2019	07/19/2019	07/12/2019	0	07/19/2019	5,092.07
		m		Account 52	Account 520.097 - Maint B&G Totals	t B&G Totals	Invoice	Invoice Transactions 6		\$12,749.52
Account 520,098 - Janitorial Services 27347 - A+ Janitorial Service TOG0519	Il Services TOG0519	GVILLE	Paid by Check		07/15/2019	07/26/2019	06/30/2019	0	07/26/2019	100.00
27347 - A+ Janitorial Service	TOG0619	GVILLE	Paid by Check		07/15/2019	07/26/2019	06/30/2019	0	07/26/2019	150.00
				Account 520,098 - Janitorial Services Totals	Janitorial Se	rvices Totals	Invoice	Invoice Transactions 2	7.	\$250,00
(3) 4753 - Ricoh USA Inc 102250191 14	Leases Equipm 102250191	lent 1481234-3433221	Paid by Check		06/12/2019	06/28/2019	06/28/2019	0	06/28/2019	165.41
2 4753 - Ricoh USA Inc	5057003502	16769392	Paid by Check		07/01/2019	07/19/2019	06/30/2019	0	07/19/2019	122.56
21326 - Dell Financial Services	80019995	001-6707612-009	# 0530/0 Paid by Check # 603150		06/15/2019	07/05/2019	07/05/2019	0	07/05/2019	02.969
4753 - Ricoh USA Inc	102371405	1481234-3433221	Paid by Check		07/12/2019	07/26/2019	07/26/2019	0	07/26/2019	165.41
			# 054140 Account 520,136	36 - Rents &	- Rents & Leases Equipment Totals	ment Totals	Invoice	Invoice Transactions 4		\$1,150.08
Account 520.170 - Memberships	ships								404	
2313 - Nevada League of Cities & Municipalities	72019-01	TOWN OF GARDNERVILLE/ANNU AL MEMBERSHIP DUES	Paid by Check # 693500		06/12/2019	07/12/2019	07/12/2019	0	07/12/2019	3,082,25
3684 - Carson Valley Arts Council	19-20	TOWN OF	Paid by Check		07/18/2019	07/26/2019	07/26/2019	0	07/26/2019	150,00
6961 - LOGMAN	NILSSEN 19	MEMBERSHIP	Paid by Check		07/18/2019	07/26/2019	07/26/2019	0	07/26/2019	225.00
			560460 #	Account 520.170 - Memberships Totals	.70 - Member	rships Totals	Invoice 7	Invoice Transactions 3		\$3,457.25
Account 520.187 - Internet Expense	Expense	Expense	Jood Over bind		01/06/80/90	0100/80/90	01/02/86/90		06/28/2019	67.49
32036 - Spectrum business	0012509060813	8334110000112303	# 693013		00/00/2013	00/20/2015	00/20/2010	•	202 (22)	
32036 - Spectrum Business	059804406081	0598044060819 8354110060598044	Paid by Check # 693014		06/08/2019	06/28/2019	06/28/2019	0	06/28/2019	49.99
32036 - Spectrum Business	0653088061119	0653088061119 8354110060653088	Paid by Check		06/11/2019	06/28/2019	06/28/2019	0	06/28/2019	39.98
32036 - Spectrum Business	001250907081	0012509070819 8354110060012509	Paid by Check		07/08/2019	07/26/2019	07/26/2019	0	07/26/2019	67.49

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Due Date	G/L Date	Received Date Payment Date	-44	Invoice Amount
Fund 610 - Gardmerville Town										
Department 921 - Gardnerville Admin Account 520.187 - Internet Expense	Expense									
32036 - Spectrum Business	0598044070819	0598044070819 8354110060598044	Paid by Check		07/08/2019	07/26/2019 07/26/2019	07/26/2019	07/26/2019	5019	49.99
32036 - Spectrum Business	0653088071119	0653088071119 8354110060653088	# 694172 Paid by Check		07/11/2019	07/26/2019	07/26/2019	07/26/2019	2019	24.99
			# 694174 Acc	Account 520,187 - Internet Expense Totals	- Internet Ex	pense Totals	Invoi	Invoice Transactions 6	1	\$299.93
Account 520.200 - Training & Education 20306 - Sinnett Consulting Service Inc 18200	& Education 18200	TOWN OF	e		07/12/2019	07/26/2019	07/26/2019	07/26/2019	2019	45.00
		GARDNEKVILLE	# 694165 Accoun	os Account 520,200 - Training & Education Totals	aining & Educ	sation Totals	Invoi	Invoice Transactions 1	l	\$45.00
Account 532,056 - Subscriptions	otions									
8079 - ArchiveSocial Inc	7303	TOWN OF	Paid by Check		07/01/2019	07/05/2019	07/05/2019	07/05/2019	2019	1,194.00
2667 - Record Courier (The)	7034794 19-20	7034794/TOWN OF	Paid by Check		06/17/2019	07/12/2019	07/12/2019	07/12/2019	2019	32.50
31463 - SeamlessDocs Inc	2908	GARDNERVILLE TOWN OF	# 093330 Paid by Check # 604155		07/20/2019	07/26/2019	07/26/2019	07/26/2019	5019	300.00
		GANDINENVILLE	CC11-CO #	Account 532.0	Account 532,056 - Subscriptions Totals	otions Totals	Invoi	Invoice Transactions 3		\$1,526.50
Account 533,800 - Office Supplies	upplies					1				
13807 - Amazon	1JQR-F1LR- 4VC7	A1QBL4O77P7D5U	Paid by Check # 692815		05/23/2019	06/28/2019	06/28/2019	06/28/2019	2019	143.92
26531 - Waving at You.com	230179	TOWN OF GARDNERVILLE	Paid by Check # 693046		06/12/2019	06/28/2019	06/28/2019	06/28/2019	5019	47.00
12997 - Douglas County Procurement	6-19 LOUTHAN	GVILLE	Paid by Check		06/27/2019	07/19/2019	06/30/2019	07/19/2019	2019	2,99
Program		The state of the s	# 693740			07000	0.000	0.5	0,00	4
12997 - Douglas County Procurement Program	6-19 NILSSEN	TOWN OF GARDNERVILLE	Paid by Check # 693740		06/27/2019	07/19/2019	06/30/2019	07/13/2019	5019	72.30
15635 - Staples Inc	8054435030	CUSTOMER LA70110092/ACCT. 399129	Paid by Check # 693553		05/23/2019	07/12/2019	06/30/2019	07/12/2019	2019	18,90
15635 - Staples Inc	8054956234	LA70110092	Paid by Check # 693905		07/07/2019	07/19/2019	07/12/2019	07/19/2019	2019	54.35
				Account 533,800 - Office Supplies Totals	Account 533,800 - Office Supplies Totals	pplies Totals	Invoi	Invoice Transactions 6	1	\$339,46

Find 6.10 - Gentlewerlille From Each (Each Each Each Each Each Each Each Each	Vendor	Invoice No.	Invoice Description	Status rielu neasoni	١	Invoice Date Due Date	O/L Date Neceiver	Received Date Payment Date	THE PROPERTY OF THE PARTY OF TH
Department Ex Repair Account 520,084 - Replacement & Repair & Repai	and 610 - Gardnerville Town								
1268 - Ewing Imgation Products 7350661 30447 Paid by Check Food Products 05/03/2019 05/03/	Department 923 - Parks & Recreation Account 520.084 - Replay	1 cement & Repair							
1268 - Ewing Imgation Products 7492416 30447 Paid by Check #692878 05/22/2019 06/28/2019 1268 - Ewing Imgation Products 7619792 30447 #692878 06/08/2019 06/28/2019 06/28/2019 1268 - Ewing Imgation Products 7519792 30447 #692878 06/08/2019 06/28/2019 </td <td>268 - Ewing Irrigation Products</td> <td>7350661</td> <td>30447</td> <td>Paid by Check # 692878</td> <td>05/03/2019</td> <td>06/28/2019</td> <td>06/28/2019</td> <td>06/28/2019</td> <td>924.08</td>	268 - Ewing Irrigation Products	7350661	30447	Paid by Check # 692878	05/03/2019	06/28/2019	06/28/2019	06/28/2019	924.08
1288 - Ewing Irrigation Products 7619792 30447 Paid by Check (Polls) 06/08/2019	268 - Ewing Irrigation Products	7492416	30447	Paid by Check # 692878	05/22/2019	06/28/2019	06/28/2019	06/28/2019	48.80
1474 - Home Depot (GNIIIe) 3251804 6035 3225 0269 7513 Paid by Check Postorom Postorom 605720/2019 60/28/2019	268 - Ewing Irrigation Products	7619792	30447	Paid by Check	06/08/2019	06/28/2019	06/28/2019	06/28/2019	193.10
131932 TOWN OF Paid by Check Paid by Che	4747 - Home Depot (Gville)	3251804	6035 3225 0269 7513	# 692676 Paid by Check # 602002	05/20/2019	06/28/2019	06/28/2019	06/28/2019	154.11
131932 1236 Paid by Check 04/03/2019 07/19/2019 97/19/2019 1236 Paid by Check 06/27/2019 07/19/2019 97/19/2019	5531 - Waving at You.com	230179	TOWN OF	# 092302 Paid by Check # 693046	06/12/2019	06/28/2019	06/28/2019	06/28/2019	224.00
133949 1236	1985 - Ace Hardware	131932	1236	Paid by Check	04/03/2019	07/19/2019	06/30/2019	07/19/2019	11.56
14434 TOWN OF	1985 - Ace Hardware	133949	1236	# 693664 Paid by Check # 603664	06/27/2019	07/19/2019	06/30/2019	07/19/2019	5.37
- Power	297 - ASJ Small Engines Inc	23121	GVILLE	# 693681 # 693681	06/27/2019	07/19/2019	06/30/2019	07/19/2019	39.98
Account 520.089 - Power 791804 6-19 1 1000079180404757010 Paid by Check 893505 Account 520.084 - Replacement & Repair Totals SUMMARY ACCT. NO. # 693505 Account 520.089 - Power Totals SUMMARY ACCT. NO. # 693505 Account 520.089 - Power Totals # 693769	9687 - Stafford Automotive LLC	14434	TOWN OF GARDNERVILLE	Paid by Check # 694175	07/24/2019	07/26/2019	07/26/2019	07/26/2019	295.00
Durnt 520.089 - Power 791804 6-19 1 1000079180404757010 Paid by Check 06/25/2019 07/12/2019 Durnt 520.090 - Walter 7302.01 5-6/19 1302.01 5-6/19 1302.01 5-6/19 1302.01 5-6/19 07/10/2019 07/10/2019 07/10/2019 E Water Company 1321.01 5-6/19 1320.01 5-6/19 1320.01 5-6/19 1320.01 5-6/19 07/10/2019 07/10/2019 07/10/2019 E Water Company 1340.01 5-6/19 1340.01 Paid by Check 07/01/2019 07/10/2019 07/10/2019 E Water Company 1373.01 5-6/19 1373.01 Paid by Check 07/01/2019 07/10/2019 07/10/2019 E Water Company 1373.01 5-6/19 1373.01 Paid by Check 07/01/2019 07/10/2019 07/10/2019 E Water Company 1745.01 5-6/19 1745.01 Paid by Check 07/01/2019 07/10/2019 07/10/2019 E Water Company 2139.01 5-6/19 2130.01 Paid by Check 07/01/2019 07/10/2019 07/10/2019 E Water Company 2140.01 2140.01 Paid by Check 07/01/2019 07/10/2019 <td></td> <td></td> <td></td> <td>Account 520,084</td> <td>- Replacement &</td> <td>Repair Totals</td> <td>Invoice Transactions 9</td> <td>actions 9</td> <td>\$1,896.00</td>				Account 520,084	- Replacement &	Repair Totals	Invoice Transactions 9	actions 9	\$1,896.00
Account 520,089 - Power Totals 1302.01 5-6/19 1302.01 # 693769 1321.01 5-6/19 1321.01 # 693769 1340.01 5-6/19 1348.01 # 693769 1348.01 5-6/19 1348.01 # 693769 1373.01 5-6/19 1373.01 # 693769 1373.01 5-6/19 1373.01 # 693769 1745.01 5-6/19 1745.01 # 693769 1745.01 5-6/19 1745.01 # 693769 1746.01 5-6/19 2139.01 # 693769 1746.01 5-6/19 2140.01 # 693769 1747.01 5-6/19 2140.01 # 693769 1746.01 5-6/19 2140.01 # 693769 1747.01 5-6/19 2140.01 # 693769 1748.01 5-6/19 2140.01 # 693769 1749.015019 # 693769 1749.015019 # 693769 1740.01 5-6/19 2140.01	Account 520.089 - Powe 924 - NV Energy		1000079180404757010 SLIMMARY ACCT NO.	Paid by Check # 693505	06/25/2019	07/12/2019	06/30/2019	07/12/2019	459.96
falter 1302.01 5-6/19 1302.01 Paid by Check # 693769 07/01/2019 07/19/2019 1321.01 5-6/19 1321.01 # 693769 07/01/2019 07/19/2019 1340.01 5-6/19 1340.01 # 693769 07/01/2019 07/19/2019 1348.01 5-6/19 1348.01 # 693769 07/01/2019 07/19/2019 1373.01 5-6/19 1373.01 # 693769 07/01/2019 07/19/2019 1745.01 5-6/19 1745.01 # 693769 07/01/2019 07/19/2019 2139.01 5-6/19 2139.01 # 693769 07/01/2019 07/19/2019 2140.01 5-6/19 2140.01 Paid by Check # 693769 07/01/2019 07/19/2019					Account 520.089 -	Power Totals	Invoice Transactions 1	actions 1	\$459.96
# 693769 1321.01 5-6/19 1321.01 Paid by Check # 693769 1340.01 5-6/19 1340.01 Paid by Check # 693769 1348.01 5-6/19 1348.01 Paid by Check # 693769 1373.01 5-6/19 1373.01 Paid by Check # 693769 1745.01 5-6/19 1745.01 Paid by Check # 693769 1745.01 5-6/19 1745.01 Paid by Check # 693769 2139.01 5-6/19 2139.01 Paid by Check # 693769 2140.01 5-6/19 2140.01 Paid by Check # 693769 07/01/2019 07/19/2019 # 693769 2140.01 5-6/19 2140.01 Paid by Check # 693769 07/01/2019 07/19/2019 # 693769	Account 520.090 - Water 429 - Gardnerville Water Company		1302.01	Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	2,290.72
# 693769 1340.01 5-6/19 1340.01 # 693769 1348.01 5-6/19 1348.01 # 693769 1373.01 5-6/19 1373.01 # 693769 1745.01 5-6/19 1745.01 # 693769 1745.01 5-6/19 1745.01 # 693769 2139.01 5-6/19 2139.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769 2140.01 5-6/19 2140.01 # 693769	429 - Gardnerville Water Company	1321.01 5-6/19	1321.01	# 693769 Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	83.95
1348.01 5-6/19 1348.01 Faid by Check Bol Solution British Bol Solution British		T 100	200	# 693769	0100/10/20	0100/01/20	06/30/2010	9106/91/20	49 66
1348.01 5-6/19 1348.01 Paid by Check 07/01/2019 07/19/2019	429 - Gardnerville Water Company	1340.01 5-6/19		# 693769	07/01/2019	07/13/2013	eroz/oc/oo	6102/61/0	2
1373.01 5-6/19 1373.01 Paid by Check (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 Paid by Check (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 07/19/2019 07/19/2019 # 693769 (07/01/2019 07/19/2019 07/19/2019 07/19/2019 07/19/2019 07/19/2019	429 - Gardnerville Water Company	1348.01 5-6/19		Paid by Check # 693769	07/01/2019	07/19/2019	06/30/2019	07/19/2019	1,874.65
1745.01 5-6/19 1745.01 Paid by Check 07/01/2019 07/19/2019 # 693769 07/01/2019 07/19/2019 Paid by Check 07/01/2019 07/19/2019 # 693769 07/01/2019 07/19/2019 Paid by Check 07/01/2019 07/19/2019 # 693769	429 - Gardnerville Water Company	1373.01 5-6/19		Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	132.40
2139.01 5-6/19 2139.01 Paid by Check 07/01/2019 07/19/2019 # 693769 2140.01 5-6/19 2140.01 Paid by Check 07/01/2019 07/19/2019 # 693769	429 - Gardnerville Water Company	1745.01 5-6/19	1745.01	Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	399.58
2140.01 5-6/19 2140.01 Paid by Check 07/01/2019 07/19/2019 # 693769	429 - Gardnerville Water Company	2139.01 5-6/19	2139.01	# 552755 Paid by Check # 603769	07/01/2019	07/19/2019	06/30/2019	07/19/2019	111.61
	429 - Gardnerville Water Company	2140.01 5-6/19	2140.01	# 692769 # 692769	07/01/2019	07/19/2019	06/30/2019	07/19/2019	216.35
eck 07/01/2019 07/19/2019	429 - Gardnerville Water Company	2226.01 5-6/19	2226.01	# 055/05 Paid by Check # 693769	07/01/2019	07/19/2019	06/30/2019	07/19/2019	1,013.25

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CREAT	CARAT PEOPLE & CAFAT PLACES									
Vendor		Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date Re	Received Date Payment Date	Invoice Amount
Fund 61	Fund 610 - Gardnerville Town									
Depar	Department 923 - Parks & Recreation Account 520,090 - Water									
1429 -	1429 - Gardnerville Water Company	2297.01 5-6/19 2297.01	2297.01	Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	1,093.22
1429 -	1429 - Gardnerville Water Company	2431.01 5-6/19 2431.01	2431.01	Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	567.16
1429 -	1429 - Gardnerville Water Company	2593.01 5-6/19 2593.01	2593.01	Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	570.31
1429 -	1429 - Gardnerville Water Company	2624.01 5-6/19 2624.01	2624.01	Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	163.16
1429 -	1429 - Gardnerville Water Company	2641.02 5-6/19 2641.02	2641.02	# 693769 Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	480.22
1429 -	1429 - Gardnerville Water Company	125.01 5-6/19 125.01	125.01	# 693769 Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	38.56
2153 -	2153 - Minden Town of	1862.01 5/19	1862.01	# 693/69 Paid by Check		05/23/2019	07/19/2019	06/30/2019	07/19/2019	28.55
,ú 2153 -	رن 2153 - Minden Town of	1862.01 6/19	1862.01	# 693827 Paid by Check		06/25/2019	07/19/2019	06/30/2019	07/19/2019	25.55
-				# 69382/	Accour	Account 520,090 - Water Totals	Water Totals	Invoice	Invoice Transactions 17	\$9,138.90
2030 - 2030 - District	Account 520,093 - Utilities-Sewer 2030 - Minden-Gardnerville Sanitation 19-070	s-Sewer 19-070755	0778	Paid by Check		07/01/2019	07/19/2019	07/19/2019	07/19/2019	126.96
District					Account 520,093 - Utilities-Sewer Totals	3 - Utilities-	Sewer Totals	Invoice	Invoice Transactions 1	\$126.96
3814 -	Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC	Oil CFS-1960855	8308	Paid by Check		06/15/2019	07/05/2019	06/30/2019	07/05/2019	58.97
3814 -	3814 - Hyers Energy LLC	CFS-1971766	8308	# 6931/9 Paid by Check		06/30/2019	07/19/2019	06/30/2019	07/19/2019	130.95
				967660 #	Account 5	Account 532,003 - Gas & Oil Totals	& Oil Totals	Invoice	Invoice Transactions 2	\$189.92
271 - C	Account 533,817 - Small Projects 271 - Carson Valley Signs 3505	Projects 3505	GVILLE	Paid by Check		06/03/2019	06/28/2019	06/28/2019	06/28/2019	80.00
11985 -	11985 - Ace Hardware	133771	1236	# 092640 Paid by Check # 603664		06/20/2019	07/19/2019	06/30/2019	07/19/2019	32.47
25751 -	25751 - Planet DJ Inc	225375A	214357	Paid by Check		06/19/2019	07/12/2019	06/30/2019	07/12/2019	4,912.01
3115-	3115 - Swank Motion Pictures Inc	2699387	0223170001	# 693326 Paid by Check		07/01/2019	07/19/2019	07/19/2019	07/19/2019	693.00
15836 -	15836 - Summit Plumbing Co LLC	71760	TOWN OF	Paid by Check		07/12/2019	07/26/2019	07/26/2019	07/26/2019	135.00
3115-	3115 - Swank Motion Pictures Inc	2707433	0223170001	# 0341/3 Paid by Check # 604192		07/15/2019	07/26/2019	07/26/2019	07/26/2019	693.00
				Č	Account 533,817 - Small Projects Totals	7 - Small Pr	ojects Totals	Invoice	Invoice Transactions 6	\$6,545.48
				7	Uncoll See	Sino Si iveri		1		

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Vendor	Invoice No.	Invoice Description	Status neid R	Held Reason Invoice Date	Due Date	O/L Date Recei	Received Date Payment Date	TIVOICE AITIONITE
Fund 610 - Gardnerville Town								
Department 926 - Other Public Works Account 520.084 - Replacement & Repair	ement & Repair							
13807 - Amazon	1HL1-GPMY-	A1QBL4077P7D5U	Paid by Check	05/23/2019	06/28/2019	06/28/2019	06/28/2019	140.03
14747 - Home Depot (Gville)	7WPD 3251804	6035 3225 0269 7513	# 692815 Paid by Check	05/20/2019	06/28/2019	06/28/2019	06/28/2019	100.87
6113 - A-L Sierra Welding Products Inc	315216	07134	# 692902 Paid by Check	06/03/2019	07/19/2019	06/30/2019	07/19/2019	52.86
12997 - Douglas County Procurement	6-19 PLUT	TOWN OF	# 693659 Paid by Check	06/27/2019	07/19/2019	06/30/2019	07/19/2019	134,24
Program 12198 - O'Reilly Automotive Inc	3530-261209	GARDNERVILLE 1075650	# 693/40 Paid by Check	05/31/2019	07/19/2019	06/30/2019	07/19/2019	7.96
2510 - Parts House (The)	896998	4170	# 693854 Paid by Check	06/13/2019	07/19/2019	06/30/2019	07/19/2019	56.70
29687 - Stafford Automotive LLC	11938	TOWN OF	# 693862 Paid by Check	06/17/2019	07/26/2019	06/30/2019	07/26/2019	141.56
29687 - Stafford Automotive LLC	12943	GARDNERVILLE TOWN OF	# 6941/5 Paid by Check	06/17/2019	07/26/2019	06/30/2019	07/26/2019	1,059.46
රථ 29687 - Stafford Automotive LLC	2029	GARDNEKVILLE TOWN OF	# 6941/5 Paid by Check # 604175	07/09/2019	07/26/2019	07/26/2019	07/26/2019	920.07
~~~		GARDINERVILLE	# 0341/3 Account 520,08	Account 520,084 - Replacement & Repair Totals	Repair Totals	Invoice Transactions	insactions 9	\$2,613.75
Account 520.095 - Street Lights 2924 - NV Energy 2854	Lights 2856036 6-19 1	hts 2856036 6-19 1 1000285603607757800	800 Paid by Check	06/25/2019	07/12/2019	06/30/2019	07/12/2019	6,254.92
		SUMMARY ACCI. NO.	# 693506 Accol	Account 520,095 - Street Lights Totals	Lights Totals	Invoice Transactions	nsactions 1	\$6,254.92
Account 520,103 - Maint Road	Road							
3597 - A Sign Shop	219203	GVILLE	Paid by Check	06/03/2019	06/28/2019	06/28/2019	06/28/2019	100.00
13807 - Amazon	1FKM-H7PX-	A1QBL4077P7D5U	# 032003 Paid by Check # 602815	06/06/2019	06/28/2019	06/28/2019	06/28/2019	72.91
10308 - Interstate Sales	2860	017	# 022015 Paid by Check # 602006	05/29/2019	06/28/2019	06/28/2019	06/28/2019	1,539.90
10308 - Interstate Sales	2960	017	# 092300 Paid by Check	06/05/2019	06/28/2019	06/28/2019	06/28/2019	71.31
11985 - Ace Hardware	133512	1236	# 692500 Paid by Check	06/11/2019	07/19/2019	06/30/2019	07/19/2019	28.77
13485 - Ahern Rentals	20632507-001	205304	# 693664 Paid by Check	06/05/2019	07/19/2019	06/30/2019	07/19/2019	29.97
726 - Central Systems Electric Inc	213009	TOWNGA	# 693663 Paid by Check	06/21/2019	07/19/2019	06/30/2019	07/19/2019	39.98
8692 - Silver State Barricade & Sign	107644	TOWN OF	# 693/15 Paid by Check	07/18/2019	07/26/2019	07/26/2019	07/26/2019	350.00
		GARDNERVILLE	# 094103		The state of the state of the	T colours	o another country	42 732 84

Find 610 - Cardmarville Town	1011 00111	THANKS DOOR INDIGHT	States	וכום ויכמסמון דווגמוכר סמוכר	2	מונה בחור בחור בחור בחור בחור בחור בחור בחור	וורברוגרת סמור ומאווורוור סמור	TINOISC VIIIOGILE
Department 926 - Other Public Works	(S Famin							
6321 - Safety-Kleen Systems Inc	79974851	T023913	Paid by Check	05/30/2019	07/19/2019	06/30/2019	07/19/2019	94.88
			799060 #	Account 520,107 - Maint Equip Totals	Equip Totals	Invoice Transactions 1	1 8 1	\$94.88
Account 520.169 - EMRB Assessment	* Assessment							
2401 - NV State Department of Business & AA2019-336 Industry	& AA2019-336	DOUGLAS COUNTY, EMPLOYEE MGMT. RELATIONS BOARD ASSESSMENT FY20	Paid by Check # 693851	06/21/2019	07/19/2019	07/19/2019	07/19/2019	31.88
			Acc	Account 520,169 - EMRB Assessment Totals	sment Totals	Invoice Transactions 1	s 1	\$31.88
Account 520.170 - Memberships 7358 - Underground Service Alert Inc 1763	berships 1763172019	176317	Paid by Check	07/19/2019	07/26/2019	07/26/2019	07/26/2019	285.17
			CTLCO #	Account 520.170 - Memberships Totals	rships Totals	Invoice Transactions	s 1	\$285.17
Account 532,003 - Gas & Oil 12997 - Douglas County Procurement	t Oil 6-19 PLUT	TOWN OF	Paid by Check	06/27/2019	07/19/2019	06/30/2019	07/19/2019	18.48
Program     3814 - Hyers Energy LLC     1     1     1     1     1     1     1     1     1     1     1     1     1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1    1    1    1    1    1    1    1    1    1    1    1    1   1	CFS-1960855	GARDNERVILLE 8308	# 693/40 Paid by Check	06/15/2019	07/05/2019	06/30/2019	07/05/2019	329.41
3814 - Flyers Energy LLC	CFS-1971766	8308	# 6931/9 Paid by Check # 603758	06/30/2019	07/19/2019	06/30/2019	07/19/2019	186.63
			00,000 #	Account 532,003 - Gas & Oil Totals	s & Oil Totals	Invoice Transactions	23	\$534.52
Account 532,028 - Uniforms	rms 20741954-001	205304	Paid hy Check	06/29/2019	07/19/2019	06/30/2019	07/19/2019	33.40
2402 - Allelli Kelikais	דחח ברכדב יחד	100007	# 693665	000000000000000000000000000000000000000				
5785 - Alsco Inc	LREN1481948	000330	Paid by Check	06/04/2019	07/19/2019	06/30/2019	07/19/2019	10.24
5785 - Alsco Inc	LREN1484126	000330	Paid by Check	06/11/2019	07/19/2019	06/30/2019	07/19/2019	4,39
5785 - Alsco Inc	LREN1486316	000330	Paid by Check	06/18/2019	07/19/2019	06/30/2019	07/19/2019	10.24
5785 - Alsco Inc	LREN1488517	000330	# 0930/4 Paid by Check # 693674	06/25/2019	07/19/2019	06/30/2019	07/19/2019	4.39
				Account 532,028 - Uniforms Totals	iforms Totals	Invoice Transactions	s 5	\$62.66
Account 532,056 - Subscriptions 31797 - Dude Solutions Inc	criptions INV-47503	8809	Paid by Check	07/01/2019	07/05/2019	07/05/2019	07/05/2019	3,420.55
				Account 532,056 - Subscriptions Totals	ptions Totals	Invoice Transactions	s 1	\$3,420.55
Account 562.000 - Capital Projects 2012 - Lumos and Associates Inc 101160	al Projects 101160	8939.000	Paid by Check	06/27/2019	07/19/2019	06/30/2019	07/19/2019	2,295.00

## Run by Carol Louthan on 07/29/2019 10:06:01 AM

## Accounts Payable by G/L Distribution Report G/L Date Range 06/26/19 - 07/31/19

GREAT PLOYLE SPERIT PLACES									
Vendor	Invoice No.	nvoice No. Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Status Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Invoice Amount	e Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works	rks								
Account 562,000 - Capital Projects	ital Projects								
2012 - Lumos and Associates Inc	101161	8939.001	Paid by Check		06/27/2019	06/27/2019 07/19/2019 06/30/2019	06/30/2019	07/19/2019	2,570.00
			# 693812	Account 562,000 - Capital Projects Totals	0 - Capital Pri	oiects Totals	Invo	Invoice Transactions 2	\$4,865.00
			Dep	Department 926 - Other Public Works Totals	Other Public \	Works Totals	Invo	Invoice Transactions 32	\$20,396.17
				Fund 610 -	Fund 610 - Gardnerville Town Totals	Town Totals	Invo	Invoice Transactions 128	\$61,829.56

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Vapidor	Invoice No	Invoice Description	Crario Apason	Invoice Date	Due Date	O/L Date Received Date	Payment Date	Invoice Amount
IONIAA III.	THANKE INC.	TIMORE DESCRIPTION						
Fund 611 - Gardnerville Health & San								
Department 925 - Mealth & Sanitation								
Account 510,150 - Board Compensation	Compensation							
33424 - Michael C Henningsen	7/19 BOARD	GVILLE	Paid by Check	06/27/2019	07/05/2019	07/05/2019	07/05/2019	250.00
4288 - Lloyd W Higuera	7/19 BOARD	GVILLE	# 693201 Paid by Check	06/27/2019	07/05/2019	07/05/2019	07/05/2019	250.00
28960 - Kenneth W Miller	7/19 BOARD	GVILLE	# 693204 Paid by Check	06/27/2019	07/05/2019	07/05/2019	07/05/2019	250.00
2969 - Linda Slater	7-19 BOARD	TOWN OF	# 693227 Paid by Check	06/27/2019	07/12/2019	07/12/2019	07/12/2019	275.00
8364 - Mary A Wenner	7-19 BOARD	GARDNERVILLE TOWN OF GARDNERVILLE	# 693545 Paid by Check # 693577	07/01/2019	07/12/2019	07/12/2019	07/12/2019	250.00
		GANDINENVILLE	Account 510.150 - Board Compensation Totals	oard Compen	sation Totals	Invoice Transactions	ns 5	\$1,275.00
Account <b>516.120 - Contract Salaries</b> 21697 - MJT Enterprises dba Blue Ribbon 2395	or Salaries 2395	104	Paid by Check	06/14/2019	06/28/2019	06/28/2019	06/28/2019	203.50
Personnel Services 21697 - MJT Enterprises dba Blue Ribbon	2278	104	# 692930 Paid by Check	06/07/2019	06/28/2019	06/28/2019	06/28/2019	92.50
Personnel Services			# 692930 Account 516.120 - Contract Salaries Totals	- Contract Sa	alaries Totals	Invoice Transactions 2	ns 2	\$296.00
O Account <b>520.055</b> - Telephone Expense 33125631	one Expense 9831256315	842011146-00001	Paid by Check	06/01/2019	06/28/2019	06/28/2019	06/28/2019	472.85
29103 - Frontier	782-7134 6/19	775-782-7134-050279-	# 693039 Paid by Check	06/16/2019	07/05/2019	06/30/2019	07/05/2019	116.10
29103 - Frontier	782-3856 6/19	5 775-782-3856-080802-	# 693185 Paid by Check	06/16/2019	07/05/2019	06/30/2019	07/05/2019	57.70
13097 - Verizon Wireless	9833227485	5 842011146-00001	# 693184 Paid by Check	07/01/2019	07/19/2019	07/12/2019	07/19/2019	344.83
32036 - Spectrum Business	0653088071119	0653088071119 8354110060653088	# 693939 Paid by Check	07/11/2019	07/26/2019	07/26/2019	07/26/2019	14.99
			# 0941/4 Account 520,055 - Telephone Expense Totals	Telephone Ex	rpense Totals	Invoice Transactions 5	Ins 5	\$1,006.47
Account 520.060 - Postage/Po Box Rent	e/Po Box Rent	7,0000000	in the second se	0100/31/30	07/05/2010	07/05/2019	9102/50/20	45.00
25294 - FP Mailing Solutions	K1104103541	60000304b	# 693181	6102/01/00	01/02/2012	0102/501/0	cros (co ) to	
3286 - US Postmaster - Gardnerville	7-19 BULK	TOWN OF	Paid by Check	07/04/2019	07/12/2019	07/12/2019	07/12/2019	1,800.00
	MATE	GANDINERVIELE	Account 520.060 - Postage/Po Box Rent Totals	ostage/Po Bo	x Rent Totals	Invoice Transactions 2	ins 2	\$1,845.00
Account 520.084 - Replacement & Repair 13807 - Amazon 1HL1-GPMY-	ement & Repair 1HL1-GPMY-	A1QBL4077P7D5U	Paid by Check	05/23/2019	06/28/2019	06/28/2019	06/28/2019	140.04
12007 American	7WPD	A10814077970511	# 692815 Paid hy Check	06/04/2019	06/28/2019	06/28/2019	06/28/2019	14.49
TOOCT - VIIIdZOII	LNH9	מיל	# 692815	to do				
138 - Guided Truck & Equipment	G12690	GVILLE	Paid by Check # 692895	06/10/2019	06/28/2019	06/28/2019	06/28/2019	2,6/3.15

	CN COLORER	Tourist Description	Chahire	Hold Boacon	Invoice Date	Dire Date	G/I Date	Received Date Payment Date		Invoice Amount
Velluor		TIMORE DESCRIPTION	COLOR	2000	200				ı	
Fund 611 - Gardnerville Health & San	9									
Department 925 - Health & Sanitation	OII									
138 - Guided Truck & Equipment	G12691	GVILLE	Paid by Check		06/10/2019	06/28/2019	06/28/2019	06/28/2019	910	992.44
			# 692895					1000		1
14747 - Home Depot (Gville)	3251804	6035 3225 0269 7513	Paid by Check		05/20/2019	06/28/2019	06/28/2019	06/28/2019	910	115.85
6113 - A-L Sierra Welding Products Inc	315321	07134	Paid by Check		06/05/2019	07/19/2019	06/30/2019	07/19/2019	910	65.01
11985 - Ace Hardware	133317	1236	# 693659 Paid by Check		05/31/2019	07/19/2019	06/30/2019	07/19/2019	910	2.49
			# 693664			0,000	0,00,00,00	OCIONEO	9	00 110
8491 - CMC Tire Inc	50015005	5512	Paid by Check		06/12/2019	07/19/2019	06/30/2019	07/19/2019	610	2,015.80
8491 - CMC Tire Inc	50015355	5512	Paid by Check		06/24/2019	07/19/2019	06/30/2019	07/19/2019	910	1,068.00
138 - Guided Truck & Equipment	G12736	GVILLE	# 693/20 Paid by Check		06/24/2019	07/26/2019	06/30/2019	07/26/2019	010	286.96
to continue to the second to t	C1374E	CALLE	# 694063 Paid by Chack		9106/36/30	9106/36/70	06/30/2019	07/26/2019	010	508.05
TSS - Guiden Huck & Equipment	017/10	GVILLE	# 694063		202/02/02	200 100 110	area lee lee			
2510 - Parts House (The)	866221	4170	Paid by Check		06/10/2019	07/19/2019	06/30/2019	07/19/2019	010	33.42
	866991	4170	Paid by Check		06/13/2019	07/19/2019	06/30/2019	07/19/2019	610	(00.6)
2510 - Parts House (The)	866478	4170	# 693862 Paid by Check		06/21/2019	07/19/2019	06/30/2019	07/19/2019	610	29.28
2510 - Parts House (The)	868573	4170	# 693862 Paid by Check		06/21/2019	07/19/2019	06/30/2019	07/19/2019	610	56.99
Cottly control of the Cottle	868040	4170	# 693862 Paid hy Check		06/24/2019	07/19/2019	06/30/2019	07/19/2019	019	38.10
ZOTO - Pails House (Tile)	01000		# 693862			111111111111111111111111111111111111111				
26482 - Peterbilt Truck Parts and	7189049	365290	Paid by Check		06/05/2019	07/19/2019	06/30/2019	07/19/2019	610	81.49
Equipment 26482 - Peterbilt Truck Parts and	7190804	365290	Paid by Check		06/18/2019	07/19/2019	06/30/2019	07/19/2019	610	328.57
Equipment 26482 - Peterbilt Truck Parts and	7191474	365290	Paid by Check		06/21/2019	07/19/2019	06/30/2019	07/19/2019	019	(81.49)
Equipment 29687 - Stafford Automotive LLC	11893	TOWN OF	Paid by Check		06/17/2019	07/26/2019	06/30/2019	07/26/2019	610	137.74
14929 - Certified Laboratories	3607235	GAKUNEKVILLE 455902	# 6941/5 Paid by Check # 694011		07/12/2019	07/26/2019	07/26/2019	07/26/2019	019	256.45
			# Account	Account 520,084 - Replacement & Repair Totals	placement & I	Repair Totals		Invoice Transactions 21	l	\$8,753.83
Account 520.089 - Power 2924 - NV Energy		2856009 6-19 1 1000285600907757795 Paid by Check	5 Paid by Check		06/25/2019	07/12/2019	06/30/2019	07/12/2019	019	291.10
		SUMMARY ACCT. NO.	# 693507	Arco	Account 520,089 - Power Totals	Power Totals	Invoi	Invoice Transactions 1	Į	\$291.10
				2	1		2.0.4			The state of the s

Contract of the Contract of th	INVOICE NO.	IIIVOICE DESCRIPCION	Status	Held Reason Thyonce Date	Due Date			TINOLOGIC COLONIE
Fund 611 - Gardnerville Health & Sam								
Department 925 - Health & Sanitation								
Account 520,090 - Water	640 01 5-6/10	640.01	Paid by Chack	9107/10/20	9102/51/20	06/30/2019	07/19/2019	31.89
1429 - Gardierville Water Collipany	61/0-5 10:040	10.010	# 693769	140 100	0.000 (0.00)	200 60 60		
1429 - Gardnerville Water Company	690.01 5-6/19	690.01	Paid by Check	07/01/2019	07/19/2019	06/30/2019	07/19/2019	92.21
1429 - Gardnerville Water Company	2345	2	Paid by Check	05/31/2019	07/19/2019	06/30/2019	07/19/2019	1.76
1429 - Gardnerville Water Company	2370	2	# 693/69 Paid by Check	06/30/2019	07/19/2019	06/30/2019	07/19/2019	2.20
1429 - Gardnerville Water Company	2371	2	# 693/69 Paid by Check	06/30/2019	07/19/2019	06/30/2019	07/19/2019	49.
			# 693/69	Account 520,090 - Water Totals	Water Totals	Invoice Transactions	nsactions 5	\$128.70
Account <b>520.092</b> - Heating 3021 - Southwest Gas Corporation		2410015779022	Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	16.40
3021 - Southwest Gas Corporation	1072224004 6-	2411072224004	# b93007 Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	28.54
3021 - Southwest Gas Corporation	19 1188600002 6-	2411188600002	# 693007 Paid by Check	06/17/2019	06/28/2019	06/28/2019	06/28/2019	26.36
- 3021 - Southwest Gas Corporation	19 0015779022 7-	2410015779022	# 695007 Paid by Check # 604167	07/17/2019	07/26/2019	07/26/2019	07/26/2019	14.83
3021 - Southwest Gas Corporation	1072224004 7-	2411072224004	Paid by Check	07/17/2019	07/26/2019	07/26/2019	07/26/2019	15.05
3021 - Southwest Gas Corporation	1188600002 7-	2411188600002	# 03410/ Paid by Check # 504167	07/17/2019	07/26/2019	07/26/2019	07/26/2019	22.57
	AT T		/07460 #	Account 520,092 - Heating Totals	leating Totals	Invoice Transactions	nsactions 6	\$123.75
Account 520.093 - Utilities-Sewer 2030 - Minden-Gardnerville Sanitation 19-070	-Sewer 19-070573	0594	Paid by Check	07/01/2019	07/19/2019	07/19/2019	07/19/2019	21.16
District 2030 - Minden-Gardnerville Sanitation	19-070284	0296	# 693828 Paid by Check	07/01/2019	07/19/2019	07/19/2019	07/19/2019	67.71
District	10-073301	0215	# 693828	9107/10/20	07/19/2019	6102/61/20	07/19/2019	29.62
District				Account 520,093 - Utilities-Sewer Totals	-Sewer Totals	Invoice Transactions		\$118.49
Account 520,097 - Maint B&G	5							
14747 - Home Depot (Gville)	8025343	6035 3225 0269 7513	Paid by Check	06/04/2019	06/28/2019	06/28/2019	06/28/2019	354.06
11985 - Ace Hardware	133374	1236	Paid by Check	06/04/2019	07/19/2019	06/30/2019	07/19/2019	33.98
			toonen #	Account 520.097 - Maint B&G Totals	nt B&G Totals	Invoice Trai	Invoice Transactions 2	\$388.04
Account 520.098 - Janitorial Services 27347 - A+ Janitorial Service TOG0519	al Services TOG0519	GVILLE	Paid by Check	07/15/2019	07/26/2019	06/30/2019	07/26/2019	100.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date Rec	Received Date Payment Date		Invoice Amount
Fund 611 - Gardnerville Health & San										
Department 925 - Health & Sanitation										
Account 520,098 - Janitorial Services	al Services		Joseph Mich		07/15/2019	9100/96/20	9102/08/30	9106/96/20	10	150.00
2/34/ - A+ Janitorial Service	1000019	GVILLE	# 693967		6102/61/10	01/20/2010	croz loc loo	100/00	1	
			-	unt 520,098 -	Account 520,098 - Janitorial Services Totals	rvices Totals	Invoice T	Invoice Transactions 2		\$250,00
Account 520,107 - Maint Equip	dink									
6321 - Safety-Kleen Systems Inc	79974851	TO23913	Paid by Check		05/30/2019	07/19/2019	06/30/2019	07/19/2019	19	94.8/
			799269 #	Account 520	Account 520,107 - Maint Equip Totals	Equip Totals	Invoice T	Invoice Transactions 1		\$94.87
Account 520,116 - Veh. Maint-Co Shop	int-Co Shop									
4268 - Douglas County Vehicle	6@19	MOTOR POOL	Paid by Check		07/02/2019	07/12/2019	06/30/2019	07/12/2019	119	348.00
Maintenance	IKANSFEK		# 033418 Accou	nt 520,116 - \	Account 520.116 - Veh. Maint-Co Shop Totals	Shop Totals	Invoice T	Invoice Transactions 1		\$348.00
Account 520,136 - Rents & Leases Equipment	Leases Equipr	nent								
4753 - Ricoh USA Inc	102250191	1481234-3433221	Paid by Check		06/12/2019	06/28/2019	06/28/2019	06/28/2019	119	165.41
4753 - Ricoh USA Inc	5057003502	16769392	Paid by Check		07/01/2019	07/19/2019	06/30/2019	07/19/2019	119	57.71
3 4753 - Ricoh USA Inc	102371405	1481234-3433221	# 6938/8 Paid by Check		07/12/2019	07/26/2019	07/26/2019	07/26/2019	19	165.41
-16			# 694148 Account 520.	136 - Rents 8	694148 Account 520.136 - Rents & Leases Equipment Totals	ament Totals	Invoice T	Invoice Transactions 3		\$388.53
A STATE OF THE STA	400000000000000000000000000000000000000									
2401 - NV State Department of Business & AA2019-336 Industry	AA2019-336	DOUGLAS COUNTY, EMPLOYEE MGMT. RELATIONS BOARD	Paid by Check # 693851		06/21/2019	07/19/2019	07/19/2019	07/19/2019	119	32.74
		ASSESSIMENT F120	Acc	ount 520,169 ·	Account 520,169 - EMRB Assessment Totals	sment Totals	Invoice T	Invoice Transactions 1		\$32.74
Account 520,187 - Internet Expense 32036 - Spectrum Business 00125090	t Expense 001250906081	Expense 0012509060819 8354110060012509	Paid by Check		06/08/2019	06/28/2019	06/28/2019	06/28/2019	119	67.49
32036 - Spectrum Business	059804406081	0598044060819 8354110060598044	# 693013 Paid by Check		06/08/2019	06/28/2019	06/28/2019	06/28/2019	119	49.99
32036 - Spectrum Business	065308806111	0653088061119 8354110060653088	Paid by Check		06/11/2019	06/28/2019	06/28/2019	06/28/2019	119	39.99
32036 - Spectrum Business	001250907081	0012509070819 8354110060012509	Paid by Check		07/08/2019	07/26/2019	07/26/2019	07/26/2019	119	67.49
32036 - Spectrum Business	059804407081	0598044070819 8354110060598044	# 6941/1 Paid by Check		07/08/2019	07/26/2019	07/26/2019	07/26/2019	119	49.99
32036 - Spectrum Business	065308807111	0653088071119 8354110060653088	# 6941/2 Paid by Check		07/11/2019	07/26/2019	07/26/2019	07/26/2019	610	24.99
			# 694174				1		ļ	400004

## Page 14 of 16

	Invoice No.	Invoice Description	Status Held Reason	Invoice Date Due Date	Due Date	G/L Date Received	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation								
Account <b>520.197 - Landfill Expense</b>	Expense 228079 5-19	9298079	Paid by Check	06/03/2019	06/28/2019	06/28/2019	06/28/2019	22,172.91
TOOT - Calson Gry Landin	7		# 692839					
1132 - Douglas Disposal Inc	40990612 5/19	40990612	Paid by Check	06/01/2019	06/28/2019	06/28/2019	06/28/2019	3,121.66
15853 - Carson City Landfill	228079 6-19	228079	Paid by Check	07/01/2019	07/26/2019	06/30/2019	07/26/2019	18,661.03
1132 - Douglas Disposal Inc	40990612 6/19	40990612	# 694001 Paid by Check # 694033	07/01/2019	07/26/2019	06/30/2019	07/26/2019	3,446.97
			Account 520.197 - Landfill Expense Totals	7 - Landfill Ex	pense Totals	Invoice Transactions	ctions 4	\$47,402.57
Account 520.198 - Recycling Expense 13443 - Bently Ranch 171822	g Expense 171822	GVILLE	Paid by Check	06/04/2019	06/28/2019	06/28/2019	06/28/2019	1,368.00
1132 - Douglas Disposal Inc	40990612 5/19	40990612	Paid by Check	06/01/2019	06/28/2019	06/28/2019	06/28/2019	662,39
13443 - Bently Ranch	174725	GVILLE	# 6928/1 Paid by Check # 63387	07/01/2019	07/26/2019	06/30/2019	07/26/2019	1,900.50
			# 09396/ Account 520.198 - Recycling Expense Totals	Recycling Ex	pense Totals	Invoice Transactions 3	ctions 3	\$3,965.89
Account <b>520.200</b> - Training & Education 2 20306 - Sinnett Consulting Service Inc 18200	& Education 18200	TOWN OF	Paid by Check # 694165	07/12/2019	07/26/2019	07/26/2019	07/26/2019	45.00
		GONDARDATEE	Account 520,200 - Training & Education Totals	raining & Edu	cation Totals	Invoice Transactions 1	ctions 1	\$45.00
Account 521.135 - Legal-Collection Cost 2549 - Louthan, Carol - Petty Cash 7-19 GVILLE	offection Cost 7-19 GVILLE	PETTY CASH	Paid by Check # 694095	07/15/2019	07/26/2019	07/26/2019	07/26/2019	70.00
			Account 521.135 - Legal-Collection Cost Totals	egal-Collection	n Cost Totals	Invoice Transactions	ctions 1	\$70.00
Account 532,003 - Gas & Oil	ii Oec 100000E	0300	Joseph July Charle	06/15/2019	07/05/2019	06/30/2019	07/05/2019	1.263.00
Solt - riyers circily LLC	2.1300022		# 693179					
3814 - Flyers Energy LLC	CFS-1971766	8308	Paid by Check # 693758	06/30/2019	07/19/2019	06/30/2019	07/19/2019	1,255,11
12198 - O'Reilly Automotive Inc	3530-261192	1075650	Paid by Check	05/31/2019	07/19/2019	06/30/2019	07/19/2019	51.53
				Account 532,003 - Gas	& Oil Totals	Invoice Transactions	ctions 3	\$2,569.64
Account 532,028 - Uniforms 13485 - Ahern Rentals	20741954-001	205304	Paid by Check # 693665	06/29/2019	07/19/2019	06/30/2019	07/19/2019	33.40
5785 - Alsco Inc	LREN1481948	000330	Paid by Check # 693674	06/04/2019	07/19/2019	06/30/2019	07/19/2019	4.39
5785 - Alsco Inc	LREN1484126	000330	Paid by Check # 693674	06/11/2019	07/19/2019	06/30/2019	07/19/2019	4.39
5785 - Alsco Inc	LREN1486316	000330	Paid by Check	06/18/2019	07/19/2019	06/30/2019	07/19/2019	4.39

Invoice No.   Invoice Description   Status   Held Reason Invoice Date   Due Date   G/L Date   Received Date   Payment Date   Invoice Annote Invoice National Plant Py Check   O6/25/2019   O7/19/2019	DOUGLAS COUNTY									
Invoice No.   Invoice Description   Status   Held Reason   Invoice Date   Due Date   G/L Date   Received Date   Payment Date   Invoice Armon Status   Held Reason   Invoice Date   Due Date   G/L Date   Received Date   Payment Date   Invoice Transactions   4										
Paid by Check   D6/25/2019   D7/19/2019	Vendor	Invoice No.	Invoice Description	Status		Invoice Date	Due Date		d Date Payment Date	Invoice Amount
Paid by Check   December   Dece	Fund 611 - Gardnerville Health & San									
Secriptions   TOWN OF	Department 925 - Health & Sanitation	uo								
The color of the	Account 532,028 - Unifor							Stoke of Section 2		
Scriptions         TOWN OF STATE (ACCOUNT 532.028 - Uniforms Totals)         Account 532.028 - Uniforms Totals         Invoice Transactions 5         \$50           7034794 19-20         GARDNERVILLE (ARDNERVILLE ACCOUNT 532.036 - Subscriptions Totals)         TOWN OF ACCOUNT 532.036 - Subscriptions Totals         07/10/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019 07/105/2019	5785 - Alsco Inc	LREN1488517	000330	Paid by Check		06/25/2019	07/19/2019	06/30/2019	07/19/2019	4.39
1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,194   1,19				+/00060 #	Account !	532,028 - Uni	forms Totals	Invoice Trans		\$50.96
TOWN OF	Account 532,056 - Subsci	criptions								0.00 100 100 100 100 100 100 100 100 100
INV-47503   GARDMERVILLE   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 693167   # 69	8079 - ArchiveSocial Inc	7303	TOWN OF	Paid by Check		07/01/2019	07/05/2019	07/05/2019	07/05/2019	1,194.00
TO34794 19-20   TO34794/TOWN OF # 693536   TOWN OF # 693836   TOWN O	31797 - Dude Solutions Inc	INV-47503	GARDNERVILLE 8809	# 693119 Paid by Check		07/01/2019	07/05/2019	07/05/2019	07/05/2019	3,420.56
CARDNERVILLE	2667 - Record Courier (The)	7034794 19-20	7034794/TOWN OF	# 69316/ Paid by Check		06/17/2019	07/12/2019	07/12/2019	07/12/2019	32.50
Ces Supplies   Ces	31463 - SeamlessDocs Inc	2908	GARDNERVILLE TOWN OF	# 693536 Paid by Check		07/20/2019	07/26/2019	07/26/2019	07/26/2019	300.00
Total Process   Total Proces			GARDNERVILLE	# 694155	Account 532.	356 - Subscri	ptions Totals	Invoice Trans	actions 4	\$4,947.06
110R-F1LR-   A1QBL4O77P7D5U	Account 533,800 - Office	e Supplies								
# 693740  8054435030 CUSTOMER	13807 - Amazon	1JQR-F1LR-	A1QBL4077P7D5U	Paid by Check		05/23/2019	06/28/2019	06/28/2019	06/28/2019	143,92
8054956234 CUSTOMER # 693553  8054956234 LA70110092/ACCT. # 693553  8054956234 LA70110092 ACCT. # 693905  Register the following and by Check # 693905  Register the following and by Check # 693905  Register the following and by Check # 693905  Account 533.800 - Office Supplies Totals  AMT. DUE FROM FEB. # 692950  1, 2019 STATEMENT Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1  Register the following and by Check # 692950  1, 2019 STATEMENT Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 92  Behavior to the first	00 12997 - Douglas County Procurement	6-19 LOUTHAN	GVILLE	Paid by Check		06/27/2019	07/19/2019	06/30/2019	07/19/2019	3.00
- Staples Inc	Trogram	8054435030	CUSTOMER LA70110092/ACCT.	# 093553 # 693553		05/23/2019	07/12/2019	06/30/2019	07/12/2019	18.90
Account 553.800 - Office Supplies Totals Invoice Transactions 4 \$220  Account 550.001 - Miscellaneous Expenses  NV State Department of Public 49214 2 GVILLE 880005/ADDITIONAL Paid by Check 02/01/2019 06/28/2019 06/28/2019 06/28/2019  AMT. DUE FROM FEB. # 692950  1, 2019 STATEMENT Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1 \$74,912  Department 925 - Mealth & Sanitation Totals Invoice Transactions 92 \$74,912  Einch 641 - Cardinaryille Mealth & San Totals Invoice Transactions 92 \$74,912	15635 - Staples Inc	8054956234	399129 LA70110092	Paid by Check # 693905		07/07/2019	07/19/2019	07/12/2019	07/19/2019	54.35
Account 550,001 - Miscellaneous Expenses  NV State Department of Public 49214 2 GVILLE 880005/ADDTITONAL Paid by Check 02/01/2019 06/28/2019 06/28/2019 06/28/2019  AMT. DUE FROM FEB. # 692950  1, 2019 STATEMENT Account 550,001 - Miscellaneous Expenses Totals Invoice Transactions 1 \$74,912  Department 925 - Health & Sanitation Totals Invoice Transactions 92 \$74,912  Einch 641 - Cardinary III Reserved Provided Invoice Transactions 92 \$74,912					Account 533,8	00 - Office Su	pplies Totals	Invoice Trans	actions 4	\$220.17
Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1  Department 925 - Mealth & Sanitation Totals Invoice Transactions 92 \$74.5  End 611 - Cardmanille Mealth & San Totals Invoice Transactions 92 \$74.5	NV Sta	ellaneous Expense 49214 2 GVILLI	E 880005/ADDITIONAL AMT. DUE FROM FEB.	Paid by Check # 692950		02/01/2019	06/28/2019	06/28/2019	06/28/2019	.50
			L, ZUIS SIAIEMENI	Account 5	550.001 - Misc partment 925 - I	ellaneous Exp Health & Sani	tation Totals	Invoice Trans Invoice Trans	actions 1 actions 92	\$0.50 \$74,912.25 \$74,912.25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Held Reason Invoice Date Due Date		G/L Date	Received Date Payment Date Invoice Amount	Invoice Amount
Fund 613 - Gardnerville Debt									
Account 550,021 - Loan Principal	cipal								
32181 - Spence Commerical Properties LLC 8-1-19	8-1-19	TOWN OF GARDNENTLLE/FINAL	Paid by Check # 693552		07/04/2019	07/04/2019 07/12/2019 07/12/2019	07/12/2019	07/12/2019	50,000.00
		FATIMENT		Account 550.	Account 550.021 - Loan Principal Totals	ncipal Totals	Invoi	Invoice Transactions 1	\$50,000.00
Account 550.022 - Loan Interest 32181 - Spence Commerical Properties LLC 8-1-19	srest 8-1-19	TOWN OF	Paid by Check		07/04/2019	07/04/2019 07/12/2019 07/12/2019	07/12/2019	07/12/2019	1,750.00
	-	GARDNERVILLE/FINAL PAYMENT	# 693552						
				Account 550.	Account 550.022 - Loan Interest Totals	terest Totals	Invoi	Invoice Transactions 1	\$1,750.00
			Δ	Department 922 - Gardnerville Debt Totals	- Gardnerville	Debt Totals	Invoi	Invoice Transactions 2	\$51,750.00
				Fund 613	Fund 613 - Gardnerville Debt Totals	Debt Totals	Invoi	Invoice Transactions 2	\$51,750.00
* = Prior Fiscal Year Activity						Grand Totals	Invoi	Invoice Transactions 222	\$188,491.81



1.	For Possible Action: Approve Gardnerville Special Event Application for the Artisans & Antiques event scheduled for August 17, 2019, 10:00 a.m. to 5:00 p.m. to be held at 1235 Eddy Street with partial road closure of a block of Eddy Street.
2.	Recommended Motion: Approve on consent.  Funds Available:   Yes  N/A
3.	Department: Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019
5.	Agenda:   ☐ Consent ☐ Administrative
6.	Background Information: See attached.
7.	Other Agency Review of Action: □ Douglas County
8.	Board Action:
	☐ Approved ☐ Approved with Modifications ☐ Continued

MULLIUS + SIDS + ROPE CLOSURE



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

Date of Application (must be submitted	10 business days prior to event): Mar	ch 22, 2019
Organization: Eddy Street Vintage M	arket	Corporation: YesNo
(If a corporation, a copy of the Articles		=p
Meredith Fischer Contact Person:	email: mered	ith@eddystreetvintagemarket.c
Home/Cell Phone: 775-230-1101		Fax:N/A
Mailing Address: 1235 Eddy Street G	ardnerville, NV 89410	
(If corporation, attach home or business		ice-president and secretary)
Requesting: Heritage Park If Heritage Park but not exclusive use, of	Is request for <u>exclusive</u> use lescribe which area of park is being re	of park: YesNo equested:
Requesting: Street Closure	Street(s) proposing to be closed: Mis	sion Street and Eddy Street and
We would like to close off Mission t	his year from the Cheshire parki	ng lot to the stop sign at Eddy
(US Hwy 395, SR75, and streets closed Waterloo, Toler, Elges, Grant, Stodick,		
Requesting: Other	Location of Event/Activities	(if other than Heritage Park):
(Submit letter of property owner's perm		3(0.10.00)
Name and description of event, concess	ions, fund-raiser, etc. Arusans & An	tiques restivai
Event date(s): August 17th, 2019	Event hours (including set up &	tear down): <mark>6am-8pm</mark>
This event is: Non-Profit: For F (Non-profit organizations must submit I		Open to Public:
If non-profit event, describe who benefi	ts from proceeds of event:	
Number of patrons, customers, spectator 3000	rs, participants, etc. expected to attend	d on each day of the event:
(Douglas County Outdoor Festival Pern	nit is required if more than 500 attend	dees expected on any day of event)
Event Insurance Carrier: Nevada Insura	ance Agency	Phone: 775-451-1624
(Certificate of Insurance must be attach additional insured, and date and locatio	ed to this application and must name	the Town of Gardnerville as
Town of Gardnerville Park Use & Street Closure Appli	cation Page   1	Revised May 2018

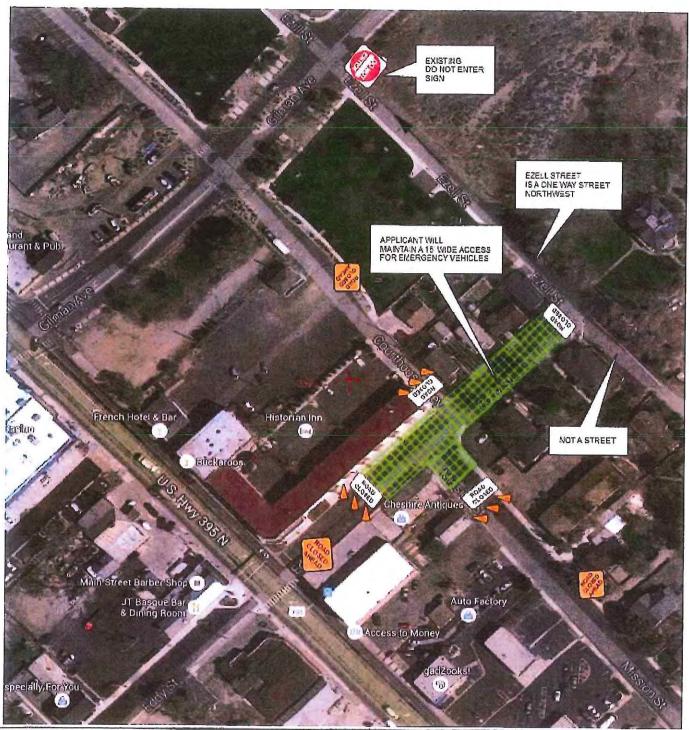
9	Yes No No	If yes, Health Permit #
Will alcohol be sold or served:		
Will there be band or amplified music:		4. 0. V
Will you have tents, canopies, bounce he If yes, specify quantity, dimensions, etc:	ouses, dance floors, e	tc.? Yes No
There will be 10x10 tents in the stre	et. Total quantity	unknown at this point but could be
(Stakes are not permitted for use in secur may be subject to additional security dep	ing tents, etc.; boun posits and/or insurau	ce houses, dance floors or tents larger than 20 x20' ce coverage)
Clean-up/Sanitation/Garbage Plan:		
We will handle the trash cleanup		
(Groups of 50 or more are require to pay accommodate a maximum of 100 people,		\$25 dumpster service fee; park restrooms required for every 100 people over 100)
Water and Sanitation Plan if food sold or	consumed during e	vent:
Food vendors are responsible for w	ater and sanitatio	n
(Town's water coupler is a vailable if you	use hoses for water	)
Other Town services, if required:		
None other than road closure		
(Electrical outlets, pavilion lighting, etc.)	)	
Event Parking Area: Will the dirt lot to t	he left of the whit	e mansion be available for parking?
		oark. Please note that dirt lot east of Heritage Park letter of owner's permission is submitted)
Fire/Emergency Medical Services Plan:		
(Subnut East Fork Fire Protection Distric	ct authorization and	approval)
Security Plan if overnight use of Town fa	icilities planned:	
N/A		
(Submit Douglas County Sheriff's Office	authorization and ap	pproval)
	use of Heritage Par	early showing event area(s), streets requested for rk, a Town furnished template will be provided layouts to togville@douglasnv.us

### WAIVER OF LIABILITY

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

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

eSigned via SeamlessDees.com			
Meredith M Fischer Kay 28143042584116424688181818042	Merec	lith Fischer	3/22/19
Signature	Printed	I Name	Date
(If applicant is a corporation	, must include sig	gnature of president, vi	ce-president, and secretary of corporati
714.	(	Town Office Use Only	
<u>Heritage Park:</u> Usage \$25/hr (\$300/day ma:	v) Poid \$	Ck#	Date:
Park Deposit \$300	Paid \$		Date:
Dumpster \$25/each	\$		
Additional Fees/Description			
Deposit Refunded	Paid \$	Date:	Facility Reviewed:
Street Closure: Application Fee \$100	Paid \$ <u>/00</u>	00 Date: 4//9	1/19
Approved by Town Staff:_	G.Q.S	) Doesla	Date: 4/14/19
IF REQUIRED:		162019	Approved:
Scheduled for Town Board	Agenda: Aug	art e, act	Approved



Date: 4/21/2016 Author: GEOFFREY LACOST Project: 1235 EDDY ROAD CLOSURE August 17th 2019

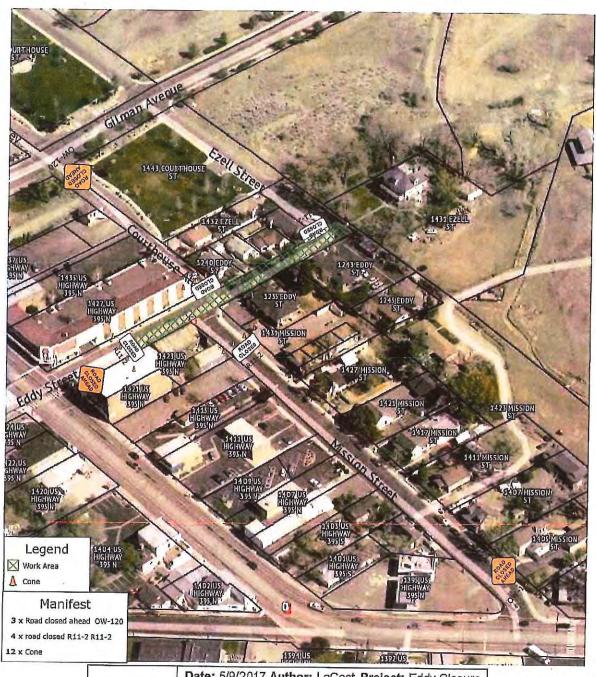
Comments:

ROAD CLOSURE FOR 1235 EDDY STREET

August 17th 2019

APPLICANT WILL MAINTAIN 15 FOOT WIDE ACCESS FOR EMERGENCY ACCESS

NOTICE IS TO BE GIVEN TO 911 DISPATCH A MINIMUM 48 HOURS BEFORE EVENT



Date: 5/9/2017 Author: LaCost Project: Eddy Closure
Comments:
Road Closure August 19th, 2017

PUT IN MIKE'S BOX 8/16/18 MN

Nevada

August 18, 2018

On 244 please deliver 4-Road closed, B- RVAD classed ahead &
12-Cores to corner of Soldy of Mission



## CERTIFICATE OF LIABILITY INSURANCE

FISCH-1

OP ID: JR

DATE (MM/DD/YYYY) 02/05/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). PRODUCER CONTACT Jeri Rosselli Nevada Insurance Agency Co. 3724 Lakeside Dr. # 100 Reno, NV 89509 Mike Schellin PHONE (A/C, No. Ext): 775-323-5126 FAX (A/C, No): 775-323-3540 ADDRESS: jeri@niacnv.com INSURER(S) AFFORDING COVERAGE NAIC# INSURER A: Ohio Security Ins Co. 24082 INSURED Meredith Fischer INSURER 8: 1235 Eddy St INSURER C: Gardnerville, NV 89410 INSURER D : INSURER E: INSURER F : **COVERAGES CERTIFICATE NUMBER:** REVISION NUMBER: THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL SUBR INSD WVD POLICY EFF (MM/DD/YYYY) TYPE OF INSURANCE POLICY NUMBER LIMITS X COMMERCIAL GENERAL LIABILITY Α EACH OCCURRENCE 1,000,000 \$ DAMAGE TO RENTED PREMISES (Ea occurrence) CLAIMS-MADE X OCCUR BZS56649120 Υ 06/12/2019 06/12/2020 1,000,000 15,000 MED EXP (Any one person) \$ 1,000,000 PERSONAL & ADV INJURY \$ GEN'L AGGREGATE LIMIT APPLIES PER: 2.000.000 GENERAL AGGREGATE \$ PRO-JECT POLICY 2,000,000 PRODUCTS - COMP/OP AGG \$ OTHER: \$ COMBINED SINGLE LIMIT (Ea accident) AUTOMOBILE LIABILITY \$ \$ ANY AUTO BODILY INJURY (Per person) ALL OWNED AUTOS SCHEDULED AUTOS NON-OWNED BODILY INJURY (Per accident) \$ PROPERTY DAMAGE HIRED AUTOS (Per accident) \$ UMBRELLA LIAB OCCUR EACH OCCURRENCE EXCESS LIAB CLAIMS-MADE AGGREGATE \$ DED RETENTION \$ WORKERS COMPENSATION STATUTE AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE E.L. EACH ACCIDENT s OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. DISEASE - EA EMPLOYEE \$ If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) RE: 8/17/19-SPECIAL EVENT FOR ARTISANS & ANTIONERS IS ADDITIONAL INSURED WITH RESPECTS TO THE INSURED USING THE CERTIFICATE HOLDER SADDITIONAL INSURED WITH RESPECTS TO THE INSURED USING THE CERTIFICATE HOLDERS FACILITY FOR THE ABOVE EVENT. CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. **TOWN OF GARDNERVILLE** 1407 HWY 395 AUTHORIZED REPRESENTATIVE **GARDNERVILLE, NV 89410** 



1.	<u>For Possible Action:</u> Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the Artisans & Antiques event scheduled for August 17, 2019, 10:00 a.m. to 5:00 p.m. to be held at 1235 Eddy Street with a partial road closure of a block of Eddy Street.
2.	Recommended Motion: Recommend approval on consent.  Funds Available: □ Yes □ N/A
3.	<b>Department:</b> Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019
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 ☐ Continued

## KATHY LEWIS, CLERK-TREASURER OUTDOOR FESTIVAL ENTERTAINMENT EVENT APPROVAL FORM 775 782-9014 FAX 775-782-9016

JUNE 26, 2019

DATE:

OUTDRFST.LTR/REV/6-26-19

FROM: KATHY LEWIS, C	LERK-TREASURER
SUBJ: OUTDOOR FEST	IVAL ENTERTAINMENT EVENT APPLICATION
Enclosed please find an applicat FISCHER.	ion for an Outdoor Festival Entertainment Event submitted by MEREDITH
	RTISANS & ANTIQUES, to be held on, August 17, 2019, from 10:00 a.m. Eddy Street with a partial road closure of the block of Eddy Street the address is
the Clerk-Treasurer's Office, I	print this page, and return your signed response to Carol A. McCulloch, in to later than Wednesday, July 17, 2019. THIS ITEM IS hursday, August 1, 2019 Commissioners Meeting.
Thank you, in advance, for your	
DATE: 8/6/19	(please do not detach)
APPROVE: YESNO_ DEPOSIT RECOMMENDED:	YES, NO; if yes, amount \$
	·

## RECEIVED

JUN 26 2019

## **OUTDOOR FESTIVAL LICENSE APPLICATION**

Douglas County Clerk

Application Date:	4/8/2019	Date(s) of Ever	it: August 17, 2019	
Name of Event: _	Artisans & An	tiques		
Location of Event	: 1235 Eddy Stye (Address or Legal Description)	et GARdNe	x ville, NV 89410	
Applicant's name	: Meredith Fis	cher		
Contact's name:	(If different than applicant)	14-144		
Mailing address:	1235 Eddy St Street or P.O. Box	GARDNERVILLE	NV 89410	
Physical address (If different):	Street of P.O. Box	City	State Zip Code	
	Street	City	State Zip Code	
Phone #(s): <u>]</u>	5-230-1101 (Business) <u>5</u> 2	ME (Hom	e) SAME (Cell)	
Is the applicant a	(n): Corporation D Part	:nership 💢 Individ	dual 🗌 Other	
If corporation or p	partnership, please list corpor	ate officers or part	ners:	
Name	Address		Title	
	· · · · · · · · · · · · · · · · · · ·			
		A		
	Δ			
Description of Eve	ent: Artisan Stree	et fair		
		M-17-17-12-1		
Hours of operation	1: 10am - 5pm	offermant,		
What is the name	of the designated event reproority to bind the applicant?	esentative that will ACCECLITY F	be on-site during the event	
	fee be charged for your even		<b>y</b> -	
	collected? Pre-sales X At		yes, a dinodite.	
wnen wiil tee de c	ollected? La Pre-sales At	ептапсе		

List approximate number of participants: 50 Vendors
List approximate number of spectators: 3000
List expected peak number of spectators: 3000
Will alcoholic beverages be served? X Yes No (all liquor vendors must be individually licensed with Douglas County Sheriff's Office)
Will food and/or beverages be served? Yes \(\simega\) No (all concessionaires must be licensed and operate under a valid health department permit pursuant to NRS chapter 446.)
Will there be live music?  Yes  No - If Yes, Name of Performer(s), Type of Music
Name of Insurer: Nevada Insurance agency
Limits of liability: General aggregate: \$ 2 million   \$ 1 million per occurrence.
Address of Insurer: 3724 Lake Side Drive \$100 Reno, NV 89309  Street City State Zip code
Policy number: 87556649120
I, the undersigned, have answered all questions in this application and to the best of my knowledge all answers are true and correct. I further understand that disclosure of any false, misleading or incorrect answers could result in the denial of the permit. The filing of the application does not authorize the conducting of any business for which a permit is required, and any carrying on of such business before a permit is issued may also be grounds for denial of a permit.
Meredath F15ches  Signature of Applicant  H   8   2019  Date
Meredith Fischer meredith@eddystreetvintagemarket  Name of Applicant meredith@eddystreetvintagemarket

## **FESTIVAL PLANS:**

#### (MUST BE COMPLETED - ATTACH ADDITIONAL PAGES IF NECESSARY)

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

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<u>Eddu Str</u>	eet VINto	addition (§ 5.12.120(1))
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Jardnervi	ILO. NY	
775-726	1-1101	775-247-1921
110 450		
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N/A		
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escribe overnig	ght camping faci	lities plan (§ 5.12.120(L))
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Date: 4/21/2016 Author: GEOFFREY LACOST Project: 1235 EDDY ROAD CLOSURE August 17th 2019 Comments:

ROAD CLOSURE FOR 1235 EDDY STREET

August 17th 2019

APPLICANT WILL MAINTAIN 15 FOOT WIDE ACCESS FOR EMERGENCY ACCESS

NOTICE IS TO BE GIVEN TO 911 DISPATCH A MINIMUM 48 HOURS BEFORE EVENT

## **CONTRIBUTORS & INVESTORS LIST**

Please list anyone who has contributed, invested or who has a financial interest greater than \$500.

Use additional sheets if necessary.

Name	Address
N/A	
*** **********************************	
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## **PROPERTY OWNER AFFIDAVIT**

STATE OF NEVADA )
) ss: COUNTY OF DOUGLAS )
I,
Location of Event: 1235 Eddy Street Gardnerville, NV 89410  Address or Legal Description
Signed Weredith Lischer
Subscribed and sworn to before me this day of, 20
*Owner refers to the following. Please mark the appropriate box.
OWNER/JOINT OWNER
CORPORATE OFFICER/PARTNER
POWER OF ATTORNEY (Provide copy of Power of Attorney)
AGENT (Notarized letter from property owner giving legal authority to agent)
LETTER FROM GOVERNMENT AGENCY WITH STEWARDSHIP
Douglas County Clerk's Office
~OR~
Notary Public in and for said county and state
My commission expires:

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

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

#### **INDEMNIFICATION & HOLD HARMLESS**

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

#### INSURANCE REQUIREMENTS

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

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

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

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

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

Artisans & Antiques	8 17 19
Name of Event	Date of Event
Meredith Fischer	
Applicant's name (printed)	į.
Meredith Fischer	4/8/19
Applicant's signature	Date



### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/05/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). CONTACT Jeri Rosselli PRODUCER (A/C, No, Ext): 775-323-5126 Nevada insurance Agency Co. 3724 Lakeside Dr. # 100 FAX (A/C, No): 775-323-3540 Reпо, NV 89509 Mike Scheilin E-MAIL ADDRESS: jeri@niacnv.com INSURER(S) AFFORDING COVERAGE NAIC# INSURER A : Ohio Security Ins Co. 24082 Meredith Fischer INSURED INSURER B: 1235 Eddy St INSURER C: Gardnerville, NV 89410 INSURER D: INSURER E INSURER F : **REVISION NUMBER: CERTIFICATE NUMBER: COVERAGES** THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL SUBR POLICY EFF POLICY EXP
(MM/DD/YYYY) (MM/DD/YYYY) LIMITS TYPE OF INSURANCE POLICY NUMBER X COMMERCIAL GENERAL LIABILITY 1,000,000 А EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) CLAIMS-MADE | X | OCCUR 06/12/2019 06/12/2020 1,000,000 Y BZS56649120 \$ 15,000 MED EXP (Any one person) 1,000,000 PERSONAL & ADV INJURY S 2,000,000 GENERAL AGGREGATE \$ GEN'L AGGREGATE LIMIT APPLIES PER: 2,000,000 PRODUCTS - COMP/OP AGG \$ POLICY S OTHER: COMBINED SINGLE LIMIT (Ea accident) AUTOMOBILE LIABILITY BODILY INJURY (Per person) ANY AUTO ALL OWNED AUTOS SCHEDULED BODILY INJURY (Per accident) S AUTOS NON-OWNED AUTOS PROPERTY DAMAGE (Per accident) s HIRED AUTOS s UMBRELLA LIAB EACH OCCURRENCE 5. OCCUR **EXCESS LIAB** AGGREGATE GLAIMS-MADE \$ S DED RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY STATUTE ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE \$ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT \$ RE: 8/17/19-SPECIAL EVENT FOR ARTISANS & ANTIQUES, 1235 EDDY ST, GARDNERVILLE, NV 89410. CERTIFICATE HOLDER IS ADDITIONAL INSURED WITH RESPECTS TO THE INSURED USING THE CERTIFICATE HOLDERS FACILITY FOR THE ABOVE EVENT. DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. **DOUGLAS COUNTY** 1594 ESMERALDA AVE AUTHORIZED REPRESENTATIVE **MINDEN, NV 89423** Jui LRosselli

# **Gardnerville Town Board AGENDA ACTION SHEET**



٠.	Carson Valley Sertoma Oktoberfest scheduled for September 8, 2019 in Heritage Par from 9:00 a.m. to 6:00 p.m.
2.	Recommended Motion: Approve on consent.  Funds Available: □ Yes □ N/A
3.	<b>Department:</b> Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019
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 ☐ Continued

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will 5 ring in S

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

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

Date of Application (must be submitted 10 business days prior to event):
Organization: Cars on Valley Sertana Corporation: Yes X No (If a corporation, a copy of the Articles of Incorporation must be attached) 50163
Contact Person: Dicirre Ford (email:) dianne ford 585 @ gmail. Com
Home Cell Phone: 248-875-99(2 Business Phone: Fax:
Mailing Address: 1788 Linden Ct. Minden UV 89423 (If corporation, attach home or business phone and addresses of president, vice-president and secretary)
Requesting: Heritage Park X Is request for exclusive use of park: Yes X No If Heritage Park but not exclusive use, describe which area of park is being requested:
Area North of Gilmana Chichester
Requesting: Street Closure Street(s) proposing to be closed: \[ \begin{align*}
(US Hwy 395, SR75, and streets closed at intersections of US Hwy 395 require NDOT encroachment permit; Waterloo, Toler, Elges, Grant, Stodick, and Muller require County permission)
Requesting: Other Done Location of Event/Activities (if other than Heritage Park):
(Submit letter of property owner's permission if event is to be held on private property)
Name and description of event, concessions, fund-raiser, etc.: OK+ologe += st
tundraiser
Event date(s): Srpt 8, 2019 Event hours (including set up & tear down): 9am - 6 pm
This event is: Non-Profit: Y For Profit: Closed to Public: Open to Public: (Non-profit organizations must submit IRS 501c letter with application)
If non-profit event, describe who benefits from proceeds of event:
Local Charactes & DHS Scholarships
Number of patrons, customers, spectators, participants, etc. expected to attend on each day of the event:  ナノー 300/400  (Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)
Event Insurance Carrier: Phone:
(Certificate of Insurance <b>must be attached to this application</b> and must name the Town of Gardnerville as additional insured, and date and location of the event - see Special Event Policy for policy limits)
Town of Gardnerville Park Use & Street Closure Application Page   1 Revised May 2018

	Is a fee charged to attend the event: Yes NoX_
	Is food being served: Yes X No If yes, Health Permit #
	Will alcohol be sold or served: Yes X No Liquor licenses/permits may be required
	Will there be band or amplified music: Yes X No
	Will you have tents, canopies, bounce houses, dance floors, etc.? Yes X No
	If yes specify quantity dimensions etc:
	See attached site plan
M.	(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20'x20'  may be subject to additional security deposits and/or insurance coverage)  Pald thing of Mother Available  Clean-up/Sanitation/Garbage Plan:
ا کی	may be subject to additional security deposits and/or insurance coverage)  Application of the subject to additional security deposits and/or insurance coverage)  Application of the subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and/or insurance coverage)  The subject to additional security deposits and subject to additional securit
V" (	S I Afamily
	Dertoma supplied trash cars/ 106 dumpsters (3
,	accommodate a maximum of 100 people, one port-a-potty is required for every 100 people over 100)
1	
V	Water and Sanitation Plan if food sold or consumed during event:
	one or nant
	1 ty water & sower Services before and da
$\mathcal{A}$	(Town's water coupler) is available if you use hoses for water)  (Town's water coupler) is available if you use hoses for water)
V.	de la company de
	Other Town services, if required: Supply + maintain restrooms (2).  [Sleedingal services to parelion & West side pedestal
	(Sleedned) sociace to Day line & West Side and
	(Electrical outlets, pavilion lighting, etc.)
7	
	Event Parking Area: On- Street Pas King & dirt lot South
	(Event cannot block driveways of private residences around park. Please note that dirt lot east of Heritage Park
	is private property and may not be used for parking unless a letter of owner's permission is submitted)
	Eine/Empreson Wholical Sominar Plans
	Fire/Emergency Medical Services Plan:
	C = C = C = C = C = C = C = C = C = C =
	911 Emergency/Medical/tire
	(Submit East Fork Fire Protection District authorization and approval)
	Security Plan if overnight use of Town facilities planned:
	N/A
	(Submit Douglas County Sheriff's Office authorization and approval)
	Event Layout: All applicants <u>MUST</u> provide a drawing(s) clearly showing event area(s), streets requested for closure, booth spaces, etc. If requesting use of Heritage Park, a Town furnished template will be provided indicating utility lines and other event constraints.
	A copy of the approved form MUST be at the event

#### **WAIVER OF LIABILITY**

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

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

Authorized Representative(s) of App.		ongras Courny, Trovada.	
			· · · · · · · · · · · · · · · · · · ·
Disune Hora	Diann	e Ford	
Signature	Printed Name	Date	
(If applicant is a corporation, must i	nclude signature of preside	nt, vice-president, and sec	retary of corporation)
	(Town Office Use	Only)	_
Heritage Park: 4hrs/15 . \$25	X SUBO CLASS.	II = \$112.30	alexpand 12.
Usage \$25/hr (\$300/day max) Paid Park Deposit \$300	\$ <u>/@@</u> _Ck#_3  \$_3.00\=_Ck#_3	Date:	7-19-19 Way
Heritage Park: 4hrs/\$15.\$305 Usage \$25/hr (\$300/day max) Paid Park Deposi \$300 Paid Dumpster \$25/each \$16/ex \$3 Additional Fees/Description \$	x \$26 = \$78	NOT paid	
Deposit Refunded Paid	\$Date:	Facility F	Reviewed:
Street Closure:			400
	\$ Date:		400 -112,50
		-	20950 repend if
			209.50 referred if no damage to park
Approved by Town Staff:		Date:	to park
IF REQUIRED: Scheduled for Town Board Agenda	a: 9/3/14	Approved:	
Scheduled for Douglas County Con	nmissioner Agenda:	) [ ] Approved:_	

# CARSON VALLEY SERTOMA

SPONSORSHIP ACCOUNT PO BOX 1546 MINDEN, NV 89423-1546



94-169-1212

7/17/2019

PAY TO THE ORDER OF

Town of Gardnerville

**\$** **400.00

DOLLARS ;

Town of Gardnerville 1407 Highway 395 N Gardnerville, NV 89410

(201

МЕМО

Heritage Park Reservation

## 003626# ## ## 21201694# 153790893629# **.

RECEIPT DATE 7/19/19 N	<b>0.</b>
RECEIVED FROM CV Sextoma	\$ 400.00
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OFOR BENT O KIE BARROST 610 - 000 - 36.	
ACCOUNT OCASH 3 2	
PAYMENT 4 00 00 OCHECK FROM JOWN CONTON	eville
BAL. DUE ORDER OCREDIT BY	3-11

CARSO53

OP ID: DR

ACORD

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/23/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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	DUCE			775	-782-2277	CONTAC	™ Mike Dov	vns	_		
Wa	rren l	Reed Insurance, Inc.				NAME: PHONE (A/C, No, Ext): 775-782-2277  (A/C, No, Ext): 775-782-7387					
		hway 395 North				E-MAIL ADDRESS: mike@warrenreed.com					
Gardnerville, NV 89410 Mike Downs						ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC #					11410.4
		<del></del>						IRER(S) AFFORI	OING COVERAGE		NAIC#
						INSURE	RA:USLI				
INSURED Carson Valley Sertoma 1593 Esmeralda ave Minden, NV 89423					INSURER B:						
					INSURER C:						
Mir	Minden, NV 89423					INSURER D:					
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Ā	X	COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	\$	1,000,000
		CLAIMS-MADE X OCCUR	х		CL1946150		09/08/2019	09/10/2019	DAMAGE TO RENTED PREMISES (Ea occurre	ence) \$	1,000,000
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		POLICY JECT LOC							PRODUCTS - COMP/C		100,000
L_		OTHER:							COMBINED SINGLE LI	S S	100,000
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l									PROPERTY DAMAGE (Per accident)	\$	
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	If ye	s, describe under SCRIPTION OF OPERATIONS below	Ì						E.L. DISEASE - POLIC	CY LIMIT \$	
$\vdash$	DES	CRIPTION OF OPERATIONS DOLL		1							
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The below mentioned certificate holder is added as an additional insured with respect to Carson Valley Sertoma Octoberfest event on 9/8/19 from 8:30 AM to 6:30 PM at the Heritage Park, 1447 Courthouse Alley, Gardnerville, NV.											
		FIGATE HOLDER			· ·	CAN	CELLATION				
C	CERTIFICATE HOLDER CANCELLATION										
	Town of Gardnerville					SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.					
	1407 Hwy 395 Gardnerville, NV 89410				AUTHORIZED REPRESENTATIVE						

tooked! Need less. CRAF TERS IRR o 20×20' SITUTE Ogc * MLG PANCY FLOVE TO DRAIN AMO CHINS BEER 6061 WAGON Mid Sec. SITUTER Boold ROST Joy W, SEAVICE 764 16214 c paa EGY ED ED Kierr Febil COURTHOUSE STREE

# **Gardnerville Town Board AGENDA ACTION SHEET**



	Charging Station, shipping and support, to be reimbursed by NV Energy's Electric Vehicle Charging Station Grant Agreement dated 5/2/19.
2.	Recommended Motion: Approve on consent. Funds Available: ☐ Yes ☐ N/A
3.	Department: Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019
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

1. For Possible Action: Approve expenditure of \$60,003.00 to Verdek LLC for EV

Ship 🚡

Douglas County PO Box 218 Minden, NV 89423 Douglas County
PO Box 218
Minden, NV 89423

Purchase Order No. 2020-00000011

**DATE** 07/08/2019

VENDOR 30748 - Verdek LLC

Contai

Verdek LLC 123 Rolling Meadow Road Madison, CT 06443



PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPERS, BILL OF LADING AND CORRESPONDENCE

DELIVER BY
SHIP VIA
FREIGHT TERMS
PAGE 1 of 1
ORIGINATOR: Lisa Smith

#### REFERENCE #

QUANTITY UNIT	DESCRIPTION  Capital Projects - EV Charging Station with support. 610-926 562.000 - Capital Projects 60,003.00 20B01	UNIT COST 60,003.0000	**************************************
	7/11/19 INU # 84211	60,003 -	60,003
		SUBTOTAL SALES TAX	\$60,003.00 \$0.00
	recently that the foregoing claim is correct and just, that the anicles specified have been received by the proper officials of	TOTAL DUE	\$60,003.00
Special Instructions	the daying, or the corriess stated have been estremised that they were necessary for and have been or will be applied to County purposes, and institution best of my knowledge and ballet the prices charged are reasonable and just.		
	DEPARTMENT HEAD		

# Gardnerville Station EV Charging Station Fast Charger estimated Costs

Charges per Grant breakdown					
The second secon	Units		Costs		Item Cost
DC Fast Chargers				\$	34,695
CP Express 250 station		L S	\$ 34,695	\$	34,695
Level 2 Charger				\$	11,130
CT4021-GW1 Chargepoint Dual Port Ped mount	rž	1 5	\$ 11,130		11,130
Installation Labor Costs Hardware and site work				\$	89,690
Simerson Construction		LŞ	\$ 89,690	\$	89,690
Other Components				\$	35,212
NV Energy Utility Pole and power Upgrade (estimated					
design and fees)	- 4	. 4	35,212	\$	35,212
Engineering Costs				\$	3,000
Town Staff - Stamp and sige site plan for permit	1	3	3,000	\$	3,000
The state of the s		1	-/		3,233
Permitting Fees				\$	2,000
Building permits - Electrical and site	1	. \$	2,000	\$	2,000
Project Management Costs				\$	2,500
Town Managed	25		100	4	3 500
Jown Managed	25		100	Ą	2,500
Administrative Costs				\$	25,308
Commercial Cloud Plan 5 year plan prepaid		\$		\$	2,210
SP Support Active	1	\$	349	\$	349
5 yr prepaid Assure 5 yr Plan	1	\$	15,500	\$	15,500
Cp Express - Site Validation	1	\$	350	\$	350
Shipping costs	1	\$	1,100	\$	1,100
mounting template	1	\$	799	\$	799
Misc - CPE250C-625- upgrade from 50kw to 62.5kw	1	\$	5,000	\$	5,000
Interconnection Studies				\$	4
GRAND TOTAL OF PROJECT				\$	203,535
Town budget for project at Gville Station				\$	(10,000)
Engineering fees IN KIND & permits paid				\$	(5,000)
<b>Total balance Requirement for Funding</b>				\$	188,535



3/26/19

Geoffrey LaCost Superintendent Town Public Works Town of Gardnerville 1407 Highway 395 N Gardnerville, NV 89410

Dear Mr. LaCost:

On behalf of NV Energy, it is my pleasure to inform you that a grant to the Town of Gardnerville in the amount of \$153,323 has been approved for your Custom Grant Application. In addition to this grant amount, the cost of line extension will be subsidized to the Town in accordance with all NV Energy's Rule No. 9 requirements. Please review the attached Electric Vehicle Charging Station Grant Agreement, and acknowledge your agreement with the terms by signing and returning a copy of this agreement within twenty (20) business days of the receipt.

Sincerely,

Ali Sheikh Date: 2019.03.26 16:29:37-07'00'

Ali Sheikh Project Manager NV Energy

### ELECTRIC VEHICLE CHARGING STATION GRANT AGREEMENT

This Electric Vehicle Charging Station Grant Agreement (the "Agreement") is made
_______, 2019 by and between Nevada Power Company and Sierra Pacific Power
Company each dba NV Energy ("Company") and the Town of Gardnerville ("Customer")

#### RECITALS

Whereas, Company has received certain REPR funds to facilitate the construction of electric vehicle charging stations (each a "Station") in the State of Nevada.

Whereas, Customer desires to build one or more Stations in exchange for reimbursement of the construction costs for such Stations from Company (the "Reimbursement").

Now, therefore for the consideration set forth below, Customer and Company agree to the following.

#### AGREEMENT

1. CONSTRUCTION OF STATIONS; WARRANTY. Customer agrees to construct the Stations as set forth in more detail in Exhibit A to this Agreement. Exhibit A also contains an estimated schedule and Customer's cost to construct the Stations. Customer shall obtain Company's written approval of the design and placement of the Stations prior to construction which Company will provide within 14 days of submittal of design and placement. Should Company fail to respond within 14 days, the design and placement shall be deemed to be approved by Company after obtaining such approval, Customer will construct the Stations in its sole control. Company will not provide any equipment, labor or materials to construct the Stations. Customer must comply with all local, state, and federal safety requirements. Customer shall be responsible for complying with all local, state and federal environmental regulations including the acquisition of permits as applicable.

Customer warrants for 1 year from the completion date of the construction of the Stations that the Stations shall remain free from any defect in design, material, or workmanship and that the Stations shall substantially conform with applicable drawings and specifications. Customer shall at Company's option, repair or replace a nonconforming product or service within a reasonable timeframe as specified by Company or refund the Reimbursement. Customer is responsible for all reasonable costs incurred by Company directly related to any defective or nonconforming product or service. THE FOREGOING WARRANTIES ARE EXCLUSIVE AND ARE GIVEN IN LIEU OF ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Customer will also enter into a 5 year maintenance agreement with a third-party vendor to ensure upkeep of the Stations. Company shall provide Customer with a list of approved third-party vendors.

- 2. REIMBURSEMENT. Upon completion of the construction of the Stations set forth on Exhibit A and entry into a 5 year maintenance agreement with a Company-approved vendor, Customer will notify Company in writing and request Company's approval for reimbursement. Customer will provide a copy of the 5 year maintenance agreement along with any backup materials reasonably requested by Company for construction of the Stations. Company will provide such consent in its sole discretion within 14 days of submittal of the request. Should Company fail to respond within 14 days, the construction will be deemed to be unapproved by Company. Should Company require the completion of "punch list" items for final completion or other changes prior to completion of construction, Customer will perform such additional work at no extra cost to Company. Upon Company's final approval of the Stations, which will not unreasonably be denied, Company will reimburse Customer the cost of the Stations. Company will pay Customer within 60 days of final approval of the reimbursement requests.
- 3. NO DUTY TO REIMBURSE. The parties acknowledge and agree that Company is acting as intermediary for the REPR. Should the REPR, at no fault of Company, fail to provide Customer with the funds to pay for the Stations, Company will have no obligation to reimburse Customer. If Company has agreed to reimburse Customer funds from Company's account, this Section 4 will not apply to such portion of the reimbursement. In addition, Company may terminate this Agreement upon written notice at any time for any reason or no reason. Company will reimburse Customer for work performed to the date of termination, only to the extent Company has received funds from REPR to pay Customer or Company is obligated to pay Customer.

The Parties may mutually agree to modify the scope of this Agreement at any time. An agreed upon equitable adjustment shall be made in the price and time allowed for performance, to the extent necessary to accommodate any such change.

- 4. FORCE MAJEURE. Neither party shall be liable for failure or delay in performance due to acts of God or the public enemy, good faith compliance with any lawful governmental order, fires, riots, labor disputes, unusually severe weather or any other cause beyond the reasonable control of a party. The affected party shall promptly notify the other party in writing, describing the cause and the estimated duration of delay. The affected party shall use commercially reasonable efforts to avoid or remove such cause and continue performance.
- 5. INSURANCE. Customer shall, prior to commencing work, secure and continuously carry with insurers having an A.M. Best Insurance Reports rating of A-:VII or better such insurance as will protect Customer from liability and claims for injuries and damages which may arise out of or result from the work and for which Customer may be legally liable, whether such operations are by Customer or a subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Customer shall insure the risks associated with the work and the Agreement with the minimum coverages and limits as set forth below:
  - (a) General liability insurance, with a combined \$2 million single limit for each occurrence and \$2 million in the annual per project aggregate;
  - (b) Automobile liability insurance, with a combined \$1 million single limit for each person and \$1 million for each occurrence;

(c) Workers compensation insurance per statutory requirements; and

(d) Excess/umbrella liability insurance having a minimum limit of \$5 million each occurrence and aggregate where applicable on a following form basis to be excess of the insurance coverage and limits required in employer's liability insurance, commercial general liability insurance and automobile liability insurance. Customer shall provide notice to Company, if at any time the full umbrella limit required under this Agreement is not available, and purchase additional limits, if requested.

Customer shall maintain a "Certificate of Insurance" naming Company as an "Additional Insured" under all liability policies, stating that the insurance is primary with respect to Company's interest and that any insurance maintained by Company is excess and not contributory, providing for separation of insured coverage, and providing waivers of subrogation on all coverage. Customer shall notify Company immediately if at any time any one of Customer's insurers issues a notice of cancellation for any reason and shall provide proof of replacement insurance prior to the effective date of cancellation. A certificate of insurance shall be furnished to Company confirming the issuance of such insurance prior to commencement of work.

- 6. INDEMNIFICATION. To the fullest extent permitted by law, Customer specifically and expressly agrees to indemnify, defend, and hold harmless Company and its officers, directors, employees and agents (hereinafter collectively "Indemnitees") from any claim, loss, cost, suit, judgment, damage, or expense, including reasonably incurred legal fees, directly arising out of or resulting from Customer's construction of the Stations including, but not limited to, claims for personal injury, death, or property damage. Customer's indemnity obligations owing to Indemnitees under this Section are not limited by any applicable insurance coverage of these terms and conditions. NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES. This Section will survive termination of this Agreement.
- 7. CONFIDENTIAL INFORMATION. The Parties agree to treat as confidential all information obtained or developed by the other party it in the performance of the work, as well as all materials and information provided to one party by the other party, and not to disclose the same to any third party in any manner without the other party's prior written consent. Upon a party's request, the other party shall promptly return to the party all such materials and copies thereof. Unless otherwise agreed in writing, no commercial, financial or technical information disclosed in any manner or at any time by one party to another party shall be deemed confidential.

Neither party shall advertise or publish the fact that the other party has entered into this Agreement nor shall any information relating to the Agreement be disclosed without the express prior written consent of the other party. Notwithstanding the foregoing, Company may disclose this Agreement and any confidential information obtained under this agreement to the Public Utilities Commission of Nevada or similar regulatory body without prior written consent, or approval of, Customer.

- 8. BUSINESS ETHICS. Customer, its employees, officers, agents, representatives and subcontractors shall at all times maintain the highest ethical standards and avoid known conflicts of interest in the performance of Customer's obligations under the Agreement. In conjunction with its performance its services or provision of goods, Customer and its employees, officers, agents and representatives shall comply with, and cause its subcontractors and their respective employees, officers, agents and representatives to comply with, all applicable laws, statutes, regulations and other requirements prohibiting bribery, corruption, kick-backs or similar unethical practices including, without limitation, the United States Foreign Corrupt Practices Act, the United Kingdom Bribery Act 2010, and the Company Code of Business Conduct. Without limiting the generality of the foregoing, Customer specifically represents and warrants that, to the best of its knowledge, neither Customer nor any officers, representatives or other agents of Customer have made or will make any payment, or have given or will give anything of value, in either case to any government official (including any officer or employee of any governmental authority) to influence his, her, or its decision or to gain any other advantage for Company or Customer in connection with the services to be performed or goods provided hereunder. Customer shall maintain and cause to be maintained effective accounting procedures and internal controls necessary to record all expenditures in connection with this Agreement and to verify Customer's compliance with this Section. In the event of an alleged breach of this provision, Company shall be permitted to audit such records as reasonably necessary to confirm Customer's compliance with this Section. Customer shall immediately provide notice to Company of any facts, circumstances or allegations that constitute or might constitute a breach of this Section and shall cooperate with Company's subsequent investigation of such matters. Customer shall indemnify and hold Company harmless from all fines, penalties, expenses or other losses sustained by Company as a direct result of Customer's breach of this provision. The parties specifically acknowledge that Customer's failure to comply with the requirements of this Section shall constitute a condition of default under the Agreement.
- 9. GOVERNING LAW, VENUE. The Agreement will be governed by and construed in accordance with the Laws of the State of Nevada without giving effect to its choice or conflicts of law provisions. All civil actions must be commenced exclusively in the state courts of Nevada or the United States District Court for the District of Nevada. Time is of the essence in performance of this Agreement.
- 10. JURY TRIAL WAIVER. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THE AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

# Company

Nevada Power Company Sierra Pacific Power Company

By: DAVID WLOTAS

Its: SUP RENCHARLES
Date: 5/2/19

Customer

Town of Gardnerville

By: Linda Slater

Its: Chairman of the Gardnerville Town Board

Date: 4-2-19

Dida States

# EXHIBIT A Description of Stations, Estimated Cost and Schedule

#### 1. GENERAL:

#### 1.1. Grant Reservation Notice:

Customer will have twenty business days after notice of selection to accept or decline the grant offer. Customer who accept a grant offer will be issued a Grant Reservation Notice indicating the maximum amount of the grant and the maximum percentage of total Project cost. The notice lists the output power, type of EV Charging Station, and the number of proposed charging ports.

The Host Customer has sole rights to the Reservation Notice. Unless the Customer has received a grant reservation expiration date extension, as detailed below, the application reservation expires one year from the date listed on the Grant Reservation Notice.

Customer may check the status of their application by signing into the online application portal. "Active" status indicates that a Reservation Notice has been issued.

Customer must not begin the installation of the proposed Charging Station until the Grant Reservation Notice has been issued. While preparatory work may be in progress (including Project design, permitting, equipment procurement and "make-ready" construction), a Project will be ineligible for grant funding if the installation of the proposed Charging Station begins before the Grant Reservation Notice has been issued.

#### 1.2. One-Time, One Year Reservation Extension:

Customer who has received a Grant Reservation Notice can request a one-time, one-year extension to the expiration date listed on the notice. Customer will be required to submit, prior to the original expiration date, proof of progress and intent to complete the Project. The proof of progress is subject to review and approval by NV Energy and may include, without limitation:

- Evidence that substantial percentage of Project construction has been completed
- Evidence that the principal components of the system have been purchased and delivered to the installation location
- Evidence of substantial non-refundable payments of installation costs

Customer must also provide an attestation, signed by the Host Customer, Installer and System Owner, of their intent to complete the system and acknowledgement that the Project will not be eligible for grant funding if not completed by the extended expiration date.

#### 1.3. Application Changes:

#### 1.3.1. INSTALLATION LOCATION

Changes may require submission of new documents and requalification.

Customer and Host Customers may request to change the installation address of a reservation to another address with the same Host Customer. Changes must be requested in writing to NV

Energy. Location changes will require that the Customer provide a copy of a recent NV Energy bill for the proposed location. The new installation location is recorded in the online application, but the Grant Reservation Notice is not revised. The terms of the original Grant Reservation Notice apply to the new installation location.

#### 1.3.2. Customer or Installer

Host Customers may change or rescind affiliation with any of the parties of the original application with written notice to NV Energy. The Installer may be changed by either the Customer, System Owner or the Host Customer with written notice to NV Energy.

#### 1.3.3. Host Customer

The Host Customer name for an application may be changed before Project completion by the original Host Customer with written request to NV Energy. A copy of a recent utility bill in the name of the new Host Customer must be provided with the change request.

The Customer requests payment of grant funding for a completed Project by submitting the grant claim package prior to the expiration date listed on the Grant Reservation Notice. The grant claim is submitted through NV Energy's online application portal, similar to submitting the original application. The final grant amount is determined by the actual installed system, and may not exceed the amount listed on the Grant Reservation Notice.

If a grant claim package is incomplete and suspended, the Customer has 60 days to make corrections. If the correction is not received within 30 days, NV Energy will send a final notice indicating that the Customer has 30 days to correct or their application will be forfeited. In the case that a grant application is forfeited the system may still be connected but the reserved grant funds and the application fee are forfeited.

#### 1.4. Grant Claim

The grant claim must include the following:

- Signed Grant Claim Form. If an Customer changes system details from those originally proposed, then the Customer must modify the system details in the Grant Claim Form.
- Copy of the final invoice(s) for installation and equipment. NV Energy will validate
  declared system costs by comparing the invoice to the as-built system.
- A copy of the satisfied building permit from the local jurisdiction indicating the date of
  satisfactory final system inspection. (In the case of jurisdictions that do not have a building
  official, verification by a Nevada licensed professional engineer is required attesting to
  compliance with all applicable state, county, and federal codes and ordinances.)
- Photos of the installed EV charging station(s) that clearly show the completed Project and equipment nameplate information.

#### 1.5.INSPECTIONS

Projects may be selected randomly for inspection, and NV Energy may inspect other Projects at its discretion. The Program post inspection verifies the information contained in the grant claim, including:

- Installation location
- Installed equipment.
- Verification that the final installation invoice matches actual installed system and information in the claim.

If the Program post inspection identifies any information or conditions that need to be corrected or verified by the Host Customer or Installer, NV Energy will notify the Host Customer and Installer of the required corrections. Once those corrections are made, NV Energy will confirm the corrections have been made and continue processing the Grant Claim.

#### 1.6.PAYMENTS

Grant payments are processed only after installation and submittal of the grant claim package. Payments are issued to the payee as indicated on the Grant Claim Form. Payees must provide NV Energy with a W-9 Form in the same name as the payee on the online application. The W-9 form can be found at http://www.irs.gov/pub/irs-pdf/fw9.pdf. NV Energy will issue an Internal Revenue Service 1099-MISC to all payees at the end of each year in which grants are paid. To protect payee privacy, W-9 forms are not submitted in the grant claim but are submitted directly to NV Energy. Grant payments are not made until the W-9 is provided.

#### 1.7. CANCELLATION, WITHDRAWAL, AND FORFEITURE

An application that has not yet been approved and issued a Reservation Notice may be cancelled by written or verbal request from the Customer, Installer, System Owner or Host Customer.

An application that has been issued a Reservation Notice may be withdrawn from the Program by written request directly from the Host Customer to NV Energy. A withdrawal form is available in the online application portal.

An application is forfeited if the complete grant claim is not submitted by the expiration date listed on the Reservation Notice or the date granted for the extension.

Reserved grant funds for withdrawn and forfeited applications are returned to the Program and these applications are no longer eligible for payment to the Customer. Host Customers may reapply to the program, but subsequent applications are subject to the Program rules in place at the time of the new application.

#### 2. Description of the project:

This multi-phase project entails conversion of an old non-operational gas station to a public information and meeting center for the Town of Gardnerville. The project site is located at 1395

U.S Highway 395 North, Gardnerville, in the Minden-Garnerville Community Plan area (APN 1320-33-402-086). The subject of this grant is addition of two (2) EV chargers at the location as follow:

- One (1) DC Fast Charger
- One (1) Level II Charger

The site plan is included in Attachment A.

#### 3. Estimated Cost:

The total estimated cost is per the below table:

Grand Total of the project	\$203,535
Portion funded by the Town of Garnerville	(\$15,000)
Subsidized estimated cost of line extension per	(\$35,212)
Rule No. 9	
Total Balance Requirement for funding	\$153,323

The full cost breakdown provided by the Town is included in Attachment B.

#### 4. Schedule:

The provided schedule by the Town of Garnerville is included in Attachment C.

Attachment A Site Plan



# **Gardnerville Station** ~ **EV Charging Station Fast Charger estimated Costs**

Charges per Grant breakdown

	Units	Costs		Item Cost
DC Fast Chargers			\$	34,695
CP Express 250 station	1	\$ 34,695	\$	34,695
Level 2 Charger			\$	11,130
CT4021-GW1 Chargepoint Dual Port Ped mount		\$ 11,130	\$	11,130
Installation Labor Costs Hardware and site work			\$	89,690
Simerson Construction	1	\$ 89,690	\$	89,690
Other Components			\$	35,212
NV Energy Utility Pole and power Upgrade (estimated	1	\$ 35,212		35,212
design and fees)		S. April	_	
Engineering Costs			\$	3,000
Town Staff - Stamp and sige site plan for permit	1	\$ 3,000	\$	3,000
Town Staff - Staffip and sige site plan for permit	1	\$ 3,000	Ą	3,000
Permitting Fees				2,000
Building permits - Electrical and site	1	\$ 2,000	<b>\$</b> \$	2,000
			\$	2,500
Project Management Costs				2,300
Town Managed	25	100	\$	2,500
Administrative Costs			\$	25,308
Commercial Cloud Plan 5 year plan prepaid	1	\$ 2,210	\$	2,210
SP Support Active		\$ 349	\$	349
5 yr prepaid Assure 5 yr Plan		\$ 15,500	\$	15,500
Cp Express - Site Validation	1	\$ 350	\$	350
Shipping costs		\$ 1,100	\$	1,100
mounting template		\$ 799	\$	799
Misc - CPE250C-625- upgrade from 50kw to 62.5kw	1	\$ 5,000	\$	5,000
Interconnection Studies			\$	<b>a</b> /
GRAND TOTAL OF PROJECT				203,535
Town budget for project at Gville Station			\$	(10,000)
Engineering fees IN KIND & permits paid	\$	(5,000)		
Total balance Requirement for Funding	\$	188,535		

## Attachment C Schedule

# **Gardnerville Station - Electric Charging Station project Schedule Project Schedule**

31-Dec-18 Submit Application

Jan-19 work with NV Energy project team to identify needs

Mar-19 Grant Award notification

Jun-19 Obtain final Permits for Charging Station put out to bid

Jul-19 Start Construction of

Oct-19 Opening of Charging Station

# Gardnerville Town Board AGENDA ACTION SHEET



1. <u>Not For Possible Action:</u> Introduction of Matthew Bruback, new Executive Director of Main Street Gardnerville

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

3. Department: Administration

4. Prepared by: Erik Nilssen, P.E., Town Manager

5. Meeting Date: August 6, 2019

6. Agenda: 
☐ Consent 
☐ Administrative

**Background Information**: After a national search the Main Street Gardnerville Board has selected Matthew Bruback to serve as the Executive Director. Matthew has a wide-ranging professional background, which includes running a successful business, playing professional baseball, and organizing both charitable and social events and fund raising activities. Matthew's complete resume is provided to the Board for additional information.

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

# **Matthew Bruback**

427 La Costa Circle Dayton, NV 89403 (775) 297-4875 mbruback@gmail.com



### Objective

Provide outstanding support by applying my fifteen (15) years of experience in a variety of business and non-profit activities. Specifically, with my proven track record of success and an extensive business background with various skills including contract negotiation, strategy development, training support, key account management, logistics, community engagement, service leadership, team building, customer service, marketing, planning, problem solving, public speaking, and communication. Personal attributes include being self-motivated, organized, loyal, personable, and detail oriented.

#### Experience

#### **Operations Management and Sales**

Creative Director/General Manager – Photography Services at The Ritz-Carlton, Sarasota The Photography Concierge

- Managed Photography Services at The Ritz-Carlton in Sarasota, Florida.
- Designed and Setup the layout for the new Office/Studio location inside the resort.
- Photographed Corporate and Special Events including Anniversaries, Birthdays and Weddings.
- Booked and Shot Family Experience Sessions at the Resort and Beach Club. The Experience
- Sessions are 30-45 minute Photo Sessions (200-400 images) along with a Proofing Session the
  following day. During the Proofing Session clients select the Photo Package of their choice. A five (5)
  minute Slideshow Video is also created consisting of 20-25 short videos.
- Managed Individual Sales from Experience / Proofing Sessions. Order Prints and Create Online Photo Galleries for each Customer.
- Worked directly with Resort Sales and Marketing Teams to Secure Corporate Clients.
- Created and Execute Contracts / Proposals for Corporate Clients and Special Events.
- Managed Communications between Corporate Leads and Event Coordinators.
- Managed a full time Assistant and On-Call Photographer.
- Manage Scheduling and Accounting for Site.

#### **Community Engagement and Planning**

Campaign Coordinator/Fundraiser – Jeepin' for Face Autism Campaign & Event Face Autism, Inc.

2018-2018

- Secured Firkins Chrysler Jeep Dodge Ram as Title Sponsor for event.
- Secured fifty two (52) new sponsors including eleven (11) National brands.
- Coordinated the creation of a mural with the Ringling College of Art & Design.
- Managed event logistics including the delivery and inventorying of in-kind sponsor donations and raffle items.
- Created event timetables and managed set up and breakdown for vendors.
- Created event / parking schematics and safety procedures for guests and volunteers.
- Managed communications between non-profit, sponsors, vendors, and volunteers.
- Managed Social Media by creating event pages, setting up event details, and posting to promote
  event sponsors.
- Designed and created digital images for social media pages and marketing materials including event banners and flyers.
- Created press releases and coordinated with the media.

#### Campaign Coordinator/Fundraiser – Bridging the GAP Campaign & Event The GAP School

2016-2016

- Secured Whole Foods Market as Title Sponsor for event.
- Secured twenty two (22) new sponsors including four (4) National brands.
- Coordinated multiple school events and photo shoots for promotional materials.
- Managed communications between non-profit, sponsors, vendors, and volunteers.
- Managed Social Media by creating event pages, setting up event details, and posting to promote
  event sponsors.
- Designed and created digital images for social media pages and marketing materials including event banners and flyers.
- Created press releases and coordinated with the media.

# Campaign Coordinator/Fundraiser – Autism Awareness Campaign Sarasota Manatee Association for Riding Therapy (SMART)

- Secured fifty four (54) new sponsors including seven (7) National brands in three months.
- Coordinated multiple photo shoots for promotional materials.
- Managed event logistics including the delivery and inventorying of in-kind sponsor donations and raffle items.
- Created event timetables and managed set up and breakdown for vendors.
- Created event / parking schematics and safety procedures for guests and volunteers.
- Managed communications between SMART staff, sponsors, vendors and volunteers.
- Managed Social Media by creating event pages, promoting sponsors, and sharing media.
- Graphically designed and created event banners and flyers for the event.
- Event included a jazz and reggae band, bounce house, face painting, and raffle.

- Secured ten (10) new sponsors including five National brands in two months.
- Managed multiple photo shoots for promotional materials including the "Miracle Mural".
- Managed Social Media by creating event pages, promoting sponsors, and sharing media.
- Graphically designed and created event banners and flyers for the event.
- Managed the delivery and inventorying of in-kind sponsor donations and raffle items.
- Coordinated communications between the Education Foundation, Suncoast Motorsports, the event planner, fashion show director, silent auction and volunteer coordinators.
- Event included a silent auction, a classical guitar ensemble and a Porsche fashion show.

#### Management, Logistics, and Sales

President/CEO – Sensory Belt Sensory Belt & Thera-Belt

2005-2019

- Created and implemented a product line of Sensory Belts for children with developmental delays.
- Provided technical advice and acted as liaison during manufacturing.
- Set up 30+ distribution channels both domestically and internationally.
- Managed purchase orders, shipping, and inventorying of multiple SKUs.
- Determined "best-fit" suitability recommendations and solutions for children with sensory disorders.
- Established, maintained and enhanced employee relationships to resolve issues & retain profitable business of over 15,000+ children and manage a team across the USA.
- Project managed an operational system that focused on compliance, efficiency, flexibility, and patient
  /personal safety; completed verification and validation analysis.
- Assessed intellectual property and scientific/clinical materials for a registered company's portfolio.
- Provided technical advice and acted as liaison on the manufacturing and distribution channels for research and development work.
- Proficient in marketing strategies and social media marketing techniques through viral communication channels such as LinkedIn, Facebook, Twitter, etc. and website design.
- Professional acumen and strong organization skills in handling organizational & customer relationships.
- Managed fulfillment and warehousing of multiple products.
- Motivated others to deliver an ongoing client service excellence.
- Negotiated the sale of distribution rights of the belts to Southpaw Enterprises.

### Licensed Community Association Manager Advanced Management, Inc. (AMI)

- Leadership-oriented in finding and developing ways for 13+ member team to be more productive & efficient at the highest level possible with 45+ active board members and 1,300+ homeowners.
- Managed and advised 10+ Condo/Homeowners Associations in Southwest Florida.
- Develops sustainable strategies, practices, metrics and goals for entire real estate portfolios including multifamily, condo, and hospitality properties.
- Professional, thorough and organized; able to follow standard operating policies & procedures.
- Provided training and mentored team members.
- Ability to establish credibility and rapport, be friendly and personable and find ways to benefit the vendor's relationship.

- Performed managerial and operational functions such as: account management, financial reporting, government compliance (ADA), customer retention, and audit standards; process improvement; draw upon a strong knowledge of federal/state operations, stay up to code; lead staff to meet customer's service needs and to foster an environment in which all employees can perform their best work in a team environment.
- Secured bids from vendors for contract work around the properties.
- Managed multiple projects simultaneously.

#### **Public Speaking**

Educator – Clinical Practice Benefits of the Sensory Belt Core Academics

2018-Current

- Manage and deliver an approved Continuing Education (CEU) course for OT, PT and SLPs in the State of Florida.
- Created a visually appealing power point presentation with four fifty minute sections.
- The four (4) hour course is presented in a LIVE interactive webinar format.
- 96% of participating therapists say they would recommend the course to fellow therapists.

#### **Education & Professional Certifications**

General Studies (1998)
Graphic Design Course (2008)
CAM Licensing Course (2013)
LCAM License - #CAM41805 (2013-2016)
Approved Educator (2018-2020)
Approved Educator (2018-2020)
Approved Educator (2018-2020)

State College of Florida
State College of Florida
Larson Education
Florida Department of Business & Professional Regulation
Florida Board of Occupational Therapy
Florida Board of Physical Therapy Practice
Florida Board of Speech & Language Pathologist

### Computer Skills and Software Proficiency

- Proficient in Microsoft and Apple Computer Systems
- Proficient in Microsoft Office Products (Outlook, Power Point, Excel, and Word)
- Proficient in Quickbooks (Data entry)
- Proficient in Adobe Photoshop and Adobe Lightroom
- Proficient with Shootproof, Proshow, Hightail, and Setmore

#### **Continuing Community Engagement**

- Professional & Featured Speaker for several events, charities, and associations
- Dave Clark Foundation Volunteer (Disability Baseball Camps)
- Hope Kids Community Volunteer (Homeless Support Network)
- · Board of Directors for Child Protection Center (Advisory)
- Veteran's Legacy Summit Volunteer

## **Additional Information**

- Professional Baseball Player Baltimore Orioles, Chicago Cubs, Pittsburgh Pirates, and San Diego Padres Organizations

- · Drafted out of High School by the Chicago Cubs.
- Starting and relief pitcher to Triple-A and Major League Spring Training (two seasons).
- Team leader with two All-Star nominations including leading Double-A in strikeouts in 2002.
- Ended my baseball career to help special needs children with the Sensory Belt in 2006.
- Willing to Relocate
- LinkedIn Portfolio: www.linkedin.com/in/mbruback (60+ personal recommendations)

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



1.	For Possible Action: Discussion regarding possible elimination of convenience feed associated with the payment of the Town's Health & Sanitation bills by credit card with public comment prior to Board action.
2.	Recommended Motion: Staff recommends: Motion to eliminate the convenience feed associated with the credit card payments made by customers of the Town's Health 8 Sanitation Department.  Funds Available:   Yes  N/A
3.	Department: Administration
	Prepared by: Carol Louthan, Administrative Services Manager
4.	Meeting Date: August 6, 2019 Time Requested: N/A
5.	Agenda:   ☐ Consent ☐ Administrative
ŝ.	Background Information: See attached.
7.	Other Agency Review of Action: □ Douglas County □ N/A
3.	Board Action:
	☐ Approved ☐ Approved with Modifications ☐ Continued

## MEMORANDUM

## **Town of Gardnerville**

Erik Nilssen, P.E.

TO: Gardnerville Town Board

FROM: Carol Louthan, Administrative Services Manager

SUBJECT: Convenience Fees

DATE: August 6, 2019

Two years ago the Town started charging Gardnerville Health & Sanitation customers a convenience fee for payments made by debit or credit cards. The Town charged less for debit cards (.28% plus \$0.25) and more for credit cards (2.19% plus \$0.19). During the fiscal year 2017/18 we recuperated approximately 35% of the fees charged to the Town by the credit card provider. The statistical information follows.

## 17/18

Billed	\$1,082,666
Payments	\$1,086,686
Credit Card Payments	\$115,711
(ACH pymts) Electronic Checks	\$31,550

Fees Paid to CC provider \$3,571 (approximately 0.308% of the credit card payments.)
Fees Collected from Customers \$1,264 (approximately 0.01% of the credit card payments.)

## 18/19

Billed	\$1,115,820
Payments	\$1,118,999
Credit Card Payments	\$134,634
(ACH pymts) Electronic Checks	\$91,489

Fees Paid to CC Provider \$4,079 (approximately 0.303% of credit card payments.)

Fees Collected from Customers \$915 (approximately 0.01% - half year of convenience fees)

In January 2019, the Board agreed to eliminate convenience fees, and to review the matter again in six months.

In reviewing the last several months history, since eliminating convenience fees for payments made by credit cards, credit card payments have gone up by about \$15,000 and electronic check payments have **tripled**, which has streamlined the billing process for credit cards and reduced staff time spent processing payments. At the present time payments in the form of electronic checks can only be made through automatic payment because of the accounting nightmare it causes for both the town and the county. There is no current charge to the Town by the County to facilitate electronic check payments, although it is possible the County will pass those charges on to the Town in the future.

Staff requested elimination of the convenience fees in January 2019 and included the cost savings related to the staff time associated with credit card payments. Although the amount is nominal, explaining to each customer about convenience fees takes time. I estimate it takes about a half hour every month for the commercial accounts

and about two hours per quarter on residential accounts to verify the fees calculated are correct, which is about \$500 a year in staff time.

For these reasons, at this time staff continues to believe that convenience fees should not be reinstated. The recommendation is also based on the small amount of the payments received (0.30%) compared with the overall payments received. I spoke with Heather MacDonnell in Public Works and in the next few months they will be discontinuing convenience fees. Their department feels it is in everyone's best interest if they just recoup those fees through their rate. They also believe, as does Gardnerville staff, it will cut down on the staff time taking and entering customer payments.

The Board may want to reconsider this issue in the event payments made by way of credit cards become more prevalent in the future. When this matter is reviewed, Town staff should estimate the cost of convenience fees that would be charged based on past usage. The Board may also want to consider this information in any future considerations for rate increase.

## Gardnerville Town Board AGENDA ACTION SHEET



1.	For Possible Action: Discussion and direction to Town Staff prioritizing the
	implementation actions and related projects identified in the 2018 Plan for
	Prosperity.

	Trosperity:
2.	Recommended Motion: Direct staff to prioritize a Town of Gardnerville Parks Master Plan, assist the County in preparation of a grant to complete a Retail Market Analysis, work on a Growth Management and Urban Services Boundary and Infill Development and Design Guidelines during the 2019/2020 Fiscal Year.
3.	Funds Available: ☐ Yes ☐ N/A Funds Available in Professional Services 610-921-521-100
4.	Department: Administration

5. Prepared by: Erik Nilssen, P.E., Town Manager

6. Meeting Date: August 6, 2019

7. Agenda: □Consent ☑ Administrative

**Background Information**: An updated Plan for Prosperity was adopted in December 2018. Section 6.6 is titled "Implementation Actions and Related Policies." This section lists several suggested studies or policies for staff to pursue. Staff wishes to receive input from the Town Board on which studies or policies to prioritize and studies or policies are not desirable for implementation at this time. Additional background information can be found in the attached memo to the Gardnerville Town Board from Erik Nilssen, Town Manager, dated August 6, 2019.

8.	Other Agency	Review of Action: Douglas County	™ N/A
9.	<b>Board Action:</b>		
	Approved Denied	☐ Approved with Modifications ☐ Continued	



## MEMORANDUM

TO: Gardnerville Town Board

FROM: Erik Nilssen, P.E., Town Manager

DATE: August 6, 2019

SUBJECT: Plan for Prosperity - Implementation Actions and Related

**Projects** 

## I. Background

The 2018 Plan for Prosperity lists several implementation actions and related policies which are recommended for completion in FY19/20. As the new fiscal year has started I would like to gain direction from the Town Board on which of these actions and policies should be pursued and be given priority. The identified actions and policies are:

- 1) A1 Prepare a retail market analysis and marketing strategy for the downtown areas of the Towns.
- 2) R1 Prepare a growth management and urban services boundary policy and co-terminus town boundaries.
- 3) R2 Establish collaborative land use and development design review process with Douglas County.
- 4) R3 Revise parking codes allowing preparation and implementation of parking district plans for Downtown Gardnerville and Minden.
- 5) R7 Prepare infill development and design guidelines for new development and renovation/adaptive reuse.

- 6) R9 Establish a Heritage Preservation program to administer heritage districts.
- 7) F1 Develop an implementation plan for the proposed Muller Parkway, including policy direction on intended design and funding.
- 8) Not included in the Plan for Prosperity, but Staff would like the Town Board to consider the funding of a Parks Master Plan.

## II. Status and Recommendation of Each Action and Project

## A1. Retail Market Analysis and Market Strategy for Downtown:

An economic market analysis was completed in 2010 for Downtown Gardnerville by Rubald and Associates with funding from the USDA Rural Business Enterprise Fund. Since this analysis was completed; the economic conditions which were prevalent during the market analysis have reversed themselves. A major box store (Wal-Mart) has opened on the south end of Town; and a new freeway has been completed through Carson City. A decade later, the conclusions in the 2010 study may not be applicable.

A new study is probably in order. Town Staff met with the directors of Main Street Gardnerville and the Carson Valley Chamber of Commerce. Staff has also had discussions with Lisa Granahan, the Economic Vitality Manager of Douglas County. Lisa intends to submit for another USDA Grant to fund an update to the study. Since the USDA funded the previous Town of Gardnerville Study they will not fund another one. However, if the Town of Gardnerville is studied in conjunction with other areas of the County which have not had a market analysis completed (Town of Minden, Indian Hills, North County, etc.) the USDA may fund the update.

Staff recommends the Town of Gardnerville financially contribute to the grant preparation/match in an amount not to exceed \$5,000 to Douglas County in lieu of completing a separate market analysis. The directors of both Main Street Gardnerville and the Chamber of Commerce support this plan of action. If the County is unsuccessful in obtaining the grant the Town Board could consider completing a separate market analysis.

## R1. Growth Management and Urban Services Boundary Policy and Co-Terminus Town Boundaries.

At the July 2, 2019 the Town Board directed staff to work with Douglas County on the update to the 2019 Master Plan. It appears this policy will be worked on over the upcoming fiscal year as recommended.

## R2. Establish Collaborative Land Use and Development Design Review Process with Douglas County.

The Town is able to offer recommendations on land division and design review applications. This covers most of the non-residential permits issued by Douglas County. Although individual residential permits are not considered by the Town, the architectural elements of the residential houses are able to be conditioned by the Town during the land division or planned development application. Douglas County does not issue any site improvement permits until the Town has provided approval of the permit.

Unless the Board would like a different process to be implemented for land use and development design review Staff considers the current process to be sufficient.

## R3. Revise Parking Codes Allowing Preparation and Implementation of Parking District Plans for Downtown Gardnerville and Minden.

A draft January 2007 Gardnerville Parking District Strategy can be found on the Town of Gardnerville's Website under the "guidelines and projects" tab. Town Board Members may wish to review this document prior to the Town's Meeting. It does not appear the actions from the Strategy have been implemented.

The idea behind the 2007 Parking District Strategy is to encourage development of multi-story mixed use development. Developments with commercial uses on a street level and residential uses on second and third levels have significant on-site parking requirements per Douglas County Code. Failure to meet parking requirements may discourage the type of Growth the Town wishes to encourage. The idea behind the Parking District is the Town would provide the additional parking in three phases as required: on street parking, public parking lots, and lastly with a public parking garage. A developer may provide the town a fee in lieu of on-site

parking. This fee is used by the Town for improvements such as a public parking lot.

Significant parking area has been added since the 2007 Study to Downtown Gardnerville. Sharkey's Casino and Trinity Lutheran Church have added approximately 200 parking spaces to Downtown. The JT Basque Bar and Dining Hall is proposing to add an additional forty-eight spaces. In addition, the Town will provide public parking once the Gardnerville Station parking lot is paved. At this time it does not appear that additional downtown parking is required, however the downtown dynamics fluctuate. The earlier the Parking District is commenced the better off it will be long term and funds will be collected for a longer duration. There is also no ability for a proposed mixed use development to count the new private on-site parking toward their obligations. The Town's Consultant, Race Studios, made a strong recommendation to implement the Parking District.

Staff questions if the Parking District is needed at this time. The Parking District is a very complex undertaking financially and politically. It would involve enforcement of time restrictions, the potential administration of residential parking permit program, tracking developer payments to the Town, and capital construction costs. The options to the Town Board are:

- 1) Update the 2007 Study to gain a better idea of the existing and future parking deficiencies and costs to implement the Parking District.
- 2) Implement the 2007 Study and begin working toward the establishment of the Parking District.
- Determine the Parking District is not needed at this time and postpone any additional work on the Parking District until a deficiency is manifested.

R7. Prepare Infili Development and Design Guidelines for New Development and Renovation/Adaptive Use.

Staff currently reviews all projects for their conformance to the 2006 Design Guidelines. Race Studios is under contract and developing updated Design Guidelines which will complete this recommended policy.

R9. Establish a Heritage Preservation Program to Administer Heritage Districts.

Nevada Revised Statues 278 and 384 allows for a County or City to adopt a "Historic Preservation Ordinance" which establishes a heritage district. This district is governed by a Historic Preservation Commission which considers major changes to properties within the district. It may be desirable by the Town Board to petition the County to establish this type of district along Main Street and perhaps on portions of Douglas Avenue.

Staff has provided, as Attachment A, a draft Model Historic Preservation Ordinance prepared by the State Historic Preservation Office (SHIPO). If directed by the Board, Town Staff would work with Douglas County Community Development Department and the Town of Minden to adopt an ordinance similar to the model provided and create the Historic Preservation Commission.

This item is listed in the Douglas County Master Plan Minden Gardnerville Community Plan Goals, Policies, and Actions 1.9:

Douglas County shall, in conjunction with the Towns, evaluate the possibility of designating areas in the Minden-Gardnerville as community historic districts and, following such evaluation, by ordinance designate such districts, where appropriate.

F1. Develop an Implementation Plan for the Proposed Muller Parkway Including Policy Direction on Intended Design and Funding.

Muller Parkway is the most crucial component to the future transportation network within Douglas County. It is identified in the 2017 Transportation Plan as necessary prior to 2025 to maintain the level of congestion (Level of Service C) acceptable to the Board of County Commissioners. The Parkway is also mentioned prominently in the Valley Vision Plan and the Plan for Prosperity. As Muller Parkway will serve as a regional arterial roadway it will be owned and maintained by Douglas County.

Recently, the urgency of Muller Parkway has come to the forefront of discussion at the County level. With an estimated cost (four lanes) of forty million dollars it is not possible for the Town of Gardnerville, with a general fund budget of less than two million dollars, to make meaningful financial contributions to the construction of Muller Parkway. Douglas County has

submitted a Better Utilizing Investment to Leverage Development (BUILD) Grant to the United States Transportation Department. If unsuccessful this year the County will submit again next year. Realistically, to fund Muller Parkway, Federal Funds or a public/private partnership will need to be secured.

The Town Board recently wrote a letter of support on behalf of Douglas County for the BUILD Grant submittal. There does not appear to be any additional actions required on behalf of the Town Board at this time. Staff recommends assisting Douglas County and being attentive to the proposed design, but does not recommend any additional action at this time.

## Parks Master Plan.

Staff recommends developing a Parks Master Plan. A Parks Master Plan would provide several positives to the Town; First, a master plan would allow for a comprehensive vision by the Board, the Community, and Staff as to the future development of Gardnerville's Parks. Second, as service groups approach the Town to install amenities and facilities within a park, the plan would provide guidance on the appropriateness of the amenity or facility or would allow Town Staff to suggest a different project. Third, the plan would also consider facilities provided at other parks and would suggest uses not currently provided. This would allow for a greater diversification in park amenities and facilities. Last, the master plan would identify the required parks dedication to the Town for future developments. This would allow staff to better condition future projects and provide adequate park space for the future.

## III. Summarv

Staff feels the most critical items to begin this fiscal year are: The Parks Master Plan and assisting the County in preparation of a grant to complete a retail market analysis (A1). The growth management and urban services boundary (R1), land use development design review process (R2), infill development and design guidelines (R7), and to a lesser extent an implementation plan for constructing Muller Parkway (F1) are underway. The major items Staff needs board direction on is creating a parking district downtown (R3) and establishing a Heritage Preservation Program (R9).

## Attachment A

## **Draft Historic Preservation Ordinance**

## **Nevada State Historic Preservation**

## **Model Historic Preservation Ordinance**

The drafted ordinance below is prepared as a recommendation for Cities and Counties in the State of Nevada that wish to establish historic preservation programs consistent with established state enabling legislation (NRS 278 and 384). Different local governments in the State of Nevada will have different needs and expectations for an historic preservation program and will likely need to adapt the recommended language below to suit individual needs. Local governments seeking to establish an historic preservation program for the purposes of becoming a Certified Local Government (CLG) should contact the CLG Coordinator at the Nevada SHPO to ensure any proposed or adopted historic preservation ordinance is consistent with the certification requirements of that program.

## Key

## Text Required for CLG Status (highlighted)

Text Recommended for Successful Operation (not highlighted)

Note: Although language below is oriented toward municipal governments, a county government could adopt such an ordinance with appropriate textual modifications.

## Notes for Rural Cities or Counties

Rural areas, especially rural counties, may find that adopting some provisions included in this model ordinance are not feasible within their current administrative framework. Rural local governments wishing to become CLGs should consult with the CLG coordinator about developing a sustainable preservation ordinance that fits their area's needs. Local government representatives may want to consider the following:

- Current administrative framework for development permitting Where a local government needs more flexibility in its development code, the adoption of a design review program overseen by its historic preservation commission may not be feasible. To become a CLG, a local government must, at minimum, adopt the highlighted provisions in this model ordinance. Variations on language may be acceptable a local government should discuss variations with the Nevada SHPO's CLG Coordinator.
- Economic environment In areas where there are large numbers of low-income residents residing in historic buildings, provisions such as minimum maintenance standards (see Section 9) may not be advisable. In this potential environment, a minimum maintenance standard, without the provision of alternative financial support, may have unintended adverse effects on area residents.

ORDINANCE NO AN ORDINANCE FOR THE CITY OF	, IN
THE STATE OF NEVADA, TO BE KNOWN AS CHAPTER	
PRESERVATION CODE"; PROVIDING FOR THE ESTABLISHMEN	NT OF THE HISTORIC
PRESERVATION Commission; PROVIDING FOR DUTIES AND FUI	NDING FOR THE SAID
Commission; PROVIDING THAT THIS ORDINANCE SHALL BE IN	FULL FORCE AND
EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PU	BLICATION
ACCORDING TO LAW.	
WHEREAS, Chapters 278 and 384 of the Nevada Revised Statutes empe	
to make provisions for the identification and preservation of histo	oric sites; and,
WHEREAS, the City Council of the City of deems it i	in the best interest of the
community to establish a historic preservation ordinance;	
NOW THE PEOPLE OF IT OND A DIED DUTIE MANON AND CO	ADAM OF THE CITY
NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CO	
OF THAT A NEW CHAPTER BE, AN	
HEREBY IS, ENACTED TO BE DESIGNATED AS CHAPTEI	
HISTORIC PRESERVATION CODE, OF THE ORDINANCES	
, WHICH SHALL READ AS FOLLOWS	i
SECTION 1 PURPOSE	
SECTION 1 FUNFOSE	
The purpose of this article is to establish historic areas and landmarks to cultural, and economic benefit of city inhabitants. Due to the pressures population growth and development, which may result in the destructional alteration of historic resources that reflect elements of the city's cultural heritage, the following policies and responsibilities are established:	resulting from on, impairment, or
(a) protect and enhance the landmarks and districts which represent districts which represent districts are interested in the control of the	, protect, enhance, nique or irreplaceable f the physical
(b) foster civic pride in the accomplishments of the past;	
(c) protect and enhance's attractiveness to visitors and the to the economy thereby provided;	support and stimulus
(d) ensure the harmonious, orderly, and efficient growth and developme sensitive to its historic resources;	ent of the city that is
(e) promote economic prosperity and welfare of the community by enco	ouraging the most
(f) encourage stabilization, restoration, and improvements of such property offering incentives for rehabilitation.	erties and their values

## SECTION 2 DEFINITIONS

The following words and phrases when used in this Ordinance shall h	have, unless the context
clearly indicates otherwise, the following meanings:	

City. The City of		
Commission The Historic Pre	eservation Commission of the City of	

Historic Property. Any building, structure, district, area or site that is significant in the history, architecture, archaeology or culture of this community, the state or the nation.

Designated Historic Property. In order for any historic property to be designated in the ordinance, it must in addition meet the criteria established for inclusion of the property in the National Register of Historic Places.

Historic Preservation. The identification, evaluation, recordation, documentation, curation, acquisition, management, protection, restoration, rehabilitation, stabilization, maintenance, interpretation, conservation, and education of buildings, structures, objects, districts, areas, and sites significant in the history, architecture, archaeology or culture of this state, its communities or the Nation.

## SECTION 3 HISTORIC PRESERVATION COMMISSION

- (a) There is hereby created a Historic Preservation Commission which shall consist of ## members who shall be appointed by the Mayor with the advice and consent of the Council.
- (b) All members of the Commission shall have a demonstrated interest, competence, or knowledge in history or historic preservation. The Council shall appoint [##] members with professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, conservation, landscape architecture, law, or other historic preservation related disciplines.
- (c) Initial appointments to the Commission shall be made as follows: Half of appointed Commissioners shall serve for one-year terms and half for two-year terms, except as otherwise established by Council. All subsequent appointments shall be made for two-year terms. Commission members may be reappointed to serve additional terms. Vacancies shall be filled in the same manner as original appointments and the appointee shall serve for the remainder of the unexpired term.
- (d) The members of the Commission may be reimbursed by the City for expenses incurred in connection with their duties.

## SECTION 4 ORGANIZATION, OFFICERS, RULES, MEETINGS

- (a) The Commission shall have the power to make whatever rules are necessary for the execution of its duties as set forth in this Ordinance. Rules of procedure and bylaws adopted by the Commission shall be available for public inspection.
- (b) The Commission shall elect officers from among the Commission members. The chairperson shall preside at meetings of the Commission. The vice-chairperson shall, lacking the chairperson, perform the duties of the chairperson.
- (c) All meetings of the Commission shall be open to the public, and follow the requirements of Nevada's open meeting laws (NRS 241). The Commission shall keep minutes and other appropriate written records of its resolutions, proceedings, and actions.
- (d) The Commission may recommend to the Council, within the limits of its funding, the employment of or the contracting with other parties for the services of technical experts or other persons as it deems necessary to carry on the functions of the Commission.

## SECTION 5 POWERS, DUTIES, AND RESPONSIBILITIES OF THE COMMISSION

In general, the Commission shall be advisory to the Council and shall be authorized to:

- (a) Conduct a survey of local historic properties.
- (b) Recommend the acquisition of fee and lesser interests in historic properties, including adjacent or associated lands, by purchase, bequest, or donation.
- (c) Recommend methods and procedures necessary to preserve, restore, maintain and operate historic properties under the ownership or control of the City.
- (d) Recommend the lease, sale, or other transfer or disposition of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
- (e) Contract, with the approval of the Council, with the state or federal government, or any agency of either, or with any other organization.
- (f) Cooperate with the federal, state, and local governments in the pursuance of the objectives of historic preservation.
- (g) Make recommendations in the planning processes undertaken by the county, the city, the state, or the federal government and the agencies of these entities.
- (h) Recommend ordinances and otherwise provide information for the purposes of historic preservation in the City.

- (i) Promote and conduct an educational and interpretive program on historic preservation and historic properties in the City.
- (j) Commission members, employees or agents of the Commission may enter private property, buildings, or structures in the performance of its official duties only with the express consent of the owner or occupant thereof.
- (k) Review nominations of properties to the National Register of Historic Places for properties within the City's jurisdiction.

## SECTION 6 PROCEDURES FOR LANDMARK OR HISTORIC DISTRICT RECOMMENDATION

- (a) Generally. The City Council may designate landmarks and historic districts in the City to accomplish the purposes of this article. In making such designations, the Council shall consider the recommendation of the Historic Preservation Commission.
- (b) *Public Hearing*. The Council shall conduct a public hearing on such historic designations according to public hearing procedures described in this chapter, and NRS 278 and 384.
- (c) Recommendation by the Historic Preservation Commission. In general, the Council will not schedule a public hearing for historic designation until the nomination for such designation is reviewed and approved by the Commission.
  - 1. *Public Hearing*. The Commission shall conduct a public hearing on all recommendations of landmarks, landmark sites, or historic districts.
  - 2. Initiation of Process. A Commission member, the owner of the property, or any Council member may initiate consideration by the Commission of the recommendation of any site as a Landmark or Historic District in writing. The decision to conduct a public hearing shall be approved or denied by a majority of the Commission present.
    - a) If a request for recommendation is approved for a public hearing upon the request of someone other than the owner of the property, notice of the proposed recommendation shall be mailed by certified mail to the owner of the property. Such notice shall describe the property affected and provide notice of the date, time, and place at which a hearing before the Commission shall be conducted.
    - b) The hearing shall be not less than 30 days following the mailing of notice to the owner.
  - 3. Recommendations on Landmarks and Historic Districts. At the conclusion of the public hearing, the Commission shall recommend to the Council the designation of a

Landmark or Historic District if such resource or collection of resources under the following guidelines:

- a) An individual Landmark may be designated if it is at least fifty (50) years old and it substantially complies with two or more of the following:
  - i. Possesses significance in history, architecture, archeology, and culture.
  - ii. Is associated with events that have made a significant contribution to the broad patterns of local, regional, state, or national history.
  - iii. Is associated with events that have made a significant impact in our past.
  - iv. Represents the work of a master designer, builder, or craftsman.
  - v. Embodies the distinctive characteristics of a type, period, or method of construction.
  - vi. Represents an established and familiar visual feature of the city.
- b) A District may be designated if it substantially complies with both of the following:
  - vii. Contains properties and an environmental setting which meet two or more of the criteria for designation of a Landmark, and;
  - viii. Constitutes a distinct section of the city.
- 4. Recommended Waivers. The Commission's recommendation to the Council may include recommendations for exceptions from provisions of this Code. The Commission in its recommendation shall describe the reasons for the decision and provide written notice of the decision to the property owner within ten days of the hearing. The Commission shall forward its recommendation to the Council.
- 5. National Register Designation. Inclusion of any area or property within the City in the National Register of Historic Places, as provided in the National Historic Preservation Act of 1966, shall not be construed as a local historic designation, and shall not automatically subject a property owner to the provisions of this chapter.
- (d) Economic Incentives. The Council, at its discretion, may make available economic incentives to enhance the possibility of designation as an historic landmark or district. The Council is further empowered to receive private or public grants that would enhance historic preservation.
- (e) Code Waivers. The Council shall also be empowered to designate items for "community significance waivers." Upon the recommendation of the Commission, waivers to provisions of this Code may be granted by the Council, including but not limited to setback and height restrictions that would otherwise require the facades, historic landmarks, or structures within historic districts to be altered. Such a waiver may also exempt square footage, animation, and prohibitions or any other Code provision as indicated by the city Council. At Council's discretion, designation of community significance waivers may occur any time after the Commission has recommended Landmark or Historic District status for any item. The Council may award such designation without further review by the Commission, and without public hearing.

- (f) Waiver Criteria. The criteria for such designation shall be that the waiver is necessary to preserve the historic character or significance of the affected site. The protections and guidelines emanating from such designation shall be identical to those for Historic Landmarks or Districts, and shall expire at the time the use that created the historical character of the item changes or ceases. Owners or managers of property containing items with community significance waivers shall paint, repair, and otherwise refurbish the items to keep them in good repair and working order. Failure to maintain the item may cause a rescission of the waiver designation.
- (g) Amendments. The Council may also amend or rescind its designation of any historic landmark, district, or community significance waiver. The Commission's recommendation for such amendment or rescission of historic designation shall be effected in the same manner and procedure as was followed in the original designation, including a public hearing.

## SECTION 7 CERTIFICATES OF APPROPRIATENESS FOR ALTERATIONS OR NEW CONSTRUCTION AFFECTING LANDMARKS OR HISTORIC DISTRICTS

- (a) Applicability. No person shall carry out any construction, reconstruction, alteration, restoration, rehabilitation, or relocation of any Landmark or any property within a District, nor shall any person make any material change to the character-defining features of the property, or other exterior elements visible from a public right-of-way which affect the appearance and cohesiveness of any Landmark or any property within a District without a Certificate of Appropriateness (CoA). The application for a CoA must be reviewed and approved by the Historic Preservation Officer (HPO) or the Commission prior to the issuance of any building permit involving any Landmark or property located within a District. The application shall be required in addition to, and not in lieu of, any required building permit.
- (b) Review Criteria. In considering an application for a Certificate of Appropriateness, the HPO and the Commission shall review it for compliance with the Secretary of the Interior's Standards for Treatment of Historic Properties (the Standards) and any applicable adopted Design Guidelines previously ratified by the City Council. The Standards and any applicable adopted Design Guidelines shall apply to all properties designated as an Historic District or Historic Landmark by the Council. All review criteria shall be made available to the applicant, and property owners of Landmarks and properties located within Districts. The Commission shall promulgate and make recommendations to update the adopted Design Guidelines as necessary, provided that the changes do not pose a conflict with underlying land-use zoning and the changes do not take effect until ratified by Council.
- (c) Procedure for Review. The procedure for obtaining a Certificate of Appropriateness may be initiated by the City for all City-owned Landmarks or proposed work within a District, or by the individual property owner(s) of the subject Landmark or for a property located within a District. The application must be submitted for reviewed and approved by the HPO or the Commission prior to the commencement of any work. An application for Certificate of Appropriateness shall be made on forms as prescribed by the City and shall be filed with the HPO along with fees in accordance with the municipal fee schedule, if applicable.

- 1. Administrative design review affecting Landmarks and properties located in Districts.
  - a. Upon receipt of a completed Certificate of Appropriateness application as determined by the HPO, the HPO shall review the application for a preliminary determination of compliance with the Secretary of the Interior's Standards for Rehabilitation and the adopted Design Guidelines. The applicant is encouraged to schedule a meeting with the HPO prior to the submittal of an application to discuss the proposed work and get initial design direction. The HPO reserves the right to forward any Certificate of Appropriateness application to the Commission for review and approval when direction on design policy is needed or if unable to determine compliance with the Secretary of the Interior's Standards for Rehabilitation or the Design Guidelines. Proposed work to all city-owned Landmarks, all proposed work within a District, and for all city preservation related incentive programs or federal projects must be reviewed by the Commission.
  - b. Within five (5) days of receipt of a completed Certificate of Appropriateness application and a preliminary determination of compliance, notice of the pending administrative action shall be mailed to the property owner(s), to all immediate adjacent property owner(s), and posted on the property by the city establishing a fourteen (14) day period in which written comments may be submitted to the HPO.
  - c. At the end of the notice period, the HPO shall meet with the Chair of the Commission to review the application and any comments received for design compliance consensus. If approved, the HPO shall issue a Certificate of Appropriateness consisting of written findings of fact, conclusions of law and any specific conditions of approval (if any), supporting the decision. The HPO shall also provide anyone who submitted written comments with a copy and forward its decision to the Development Services Department. Any specific conditions of approval as identified by the HPO shall be attached to the construction documents prior to the issuance of any building permits. No subsequent changes shall be made to the approved design without the prior review and approval of the HPO. An applicant shall have one (1) year from the date of issuance of a Certificate of Appropriateness to secure a building permit for the specified improvements or it shall become null and void.
  - d. If the HPO and Chair of the Commission finds the proposed work will have an Adverse Effect on the Landmark, or property located within a District, or if the proposed work is inconsistent with the Secretary of the Interior's Standards for Rehabilitation or adopted Design Guidelines, the HPO shall advise the applicant and any written commenter of the disapproval of the application and of any changes to the application which are necessary for approval of same. A Certificate of Appropriateness application that has been denied administratively may not be resubmitted without incorporating changes to the application which are necessary for approval of the same.

- e. If no action has been taken by the HPO within sixty (60) days of the original receipt of the application, a Certificate of Appropriateness shall be deemed issued by the HPO and the HPO shall so advise the applicant in writing.
- f. The applicant or any persons adversely affected by the determination of the HPO may appeal the decision to the Commission. Appeal requests shall be filed in writing to the HPO within ten (10) days of the HPO's decision. The HPO must schedule the appeal for a public hearing at the next available regularly scheduled Commission meeting. Notice of the appeal shall be posted on the property for a period of fourteen (14) days upon receipt of a 17 formal appeal request. A written notice of the public hearing for the appeal request shall also be provided to all parties who received mailed notice for the original HPO's preliminary determination. Appeals to the Commission shall be considered only on the record made before the HPO.
- 2. Commission design review affecting Landmarks and properties located in Districts.
  - a. Upon receipt of a completed Certificate of Appropriateness application as determined by the HPO, the HPO shall review the application for a preliminary determination of compliance with the Secretary of the Interior's Standards for Rehabilitation and any applicable adopted Design Guidelines. The applicant is encouraged to schedule a meeting with the HPO prior to the submittal of an application to discuss the proposed work and get initial design direction.
  - b. Within five (5) days of receipt of a completed Certificate of Appropriateness and a preliminary determination of compliance, the HPO shall schedule a public hearing at the next available regularly scheduled Commission meeting. Notice of the pending Commission hearing for compliance with the Secretary of the Interior's Standards for Rehabilitation and any adopted Design Guidelines shall be mailed to the property owner(s), to all immediate adjacent property owner(s), and posted on the property by the city establishing a fourteen (14) day period in which written comments may be submitted to the HPO. A published notice of the scheduled hearing shall also be made in accordance with Nevada Open Meeting Law. All review criteria shall be made available to the applicant prior to the hearing.
  - c. The Commission shall review the application at a regularly scheduled meeting. At that time, the applicant shall have an opportunity to be heard, present testimony and evidence to demonstrate that the proposed work is in compliance with the Secretary of the Interior's Standards for Rehabilitation and any adopted Design Guidelines. Other interested parties and technical experts may also present testimony or documentary evidence which will become part of a record. The burden of proof shall be upon the applicant. In the event a hearing is not scheduled within ninety (90) days of receipt of the application, a Certificate of Appropriateness shall be considered be granted.
  - d. The Commission may take action to approve, postpone requesting additional information, or deny the application. If no hearing has been scheduled within

- ninety (90) days of the original receipt of the application by the HPO, a Certificate of Appropriateness shall be deemed issued and the HPO shall so advise the applicant in writing.
- e. If approved, the HPO shall issue a Certificate of Appropriateness to the applicant with the written findings of fact, conclusions of law and any specific conditions of approval (if any) supporting the decision. The HPO shall also provide anyone who submitted written comments with a copy and forward the Commission's decision to the [appropriate City department]. Any specific conditions of approval made by the Commission shall be attached to the construction documents prior to the issuance of any building permits. No subsequent changes shall be made to the approved design without the prior review and approval of the HPO or Commission. An applicant shall have one (1) year from the date of issuance of a Certificate of Appropriateness to secure a building permit for the specified improvements or it shall become null and void.
- f. If the Commission finds the proposed work will have an Adverse Effect on the Landmark, or property located within a District, or if the proposed work is inconsistent with the Secretary of the Interior's Standards for Rehabilitation or any applicable adopted Design Guidelines, the Commission shall advise the applicant at the hearing of the disapproval of the application and of any changes to the application which are necessary to approval of the same. Within five (5) days following the meeting, the HPO shall provide the applicant and any written commenter noticing in writing of the disapproval of the application and of any changes to the application which are necessary for approval of the same. A Certificate of Appropriateness application that has been denied may not be resubmitted without incorporating changes to the application which are necessary for approval of the same.
- g. The applicant or any persons adversely affected by the action of the Commission may appeal the decision to the City Council. Appeal requests shall be filed in writing to the HPO within ten (10) days of the Commission's decision. The HPO must schedule the appeal for a public hearing at the next available regularly scheduled Council meeting. Notice of the appeal shall be posted on the property for a period of fourteen (14) days upon receipt of a formal appeal request. A written notice of the public hearing for the appeal request shall also be provided to all parties who received mailed notice for the Commission hearing.
- h. The City Council shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in the general zoning ordinance of the City. Appeals to the City Council shall be considered only on the record made before the Commission, and may only allege that the Commission's decision was arbitrary, capricious, or illegal.
- (d) Ordinary Maintenance. Nothing in this ordinance shall be construed to prevent the ordinary maintenance and repair of any exterior architectural feature of a landmark or property within a Historic District which does not involve a change in design, material, or outward appearance that require the issuance of a building permit. In-kind repair/replacement and repainting is included in this definition of ordinary maintenance unless painting involves an

exterior masonry surface that was not previously painted. The HPO shall determine what actions constitute "ordinary maintenance."

## SECTION 8 DEMOLITION OF LANDMARKS AND CONTRIBUTING PROPERTIES IN HISTORIC DISTRICTS

It is the intent of this chapter to preserve the historic and architectural resources of the City through limitations on demolition and removal of Landmarks and contributing resources in Historic Districts to the extent it is economically feasible practical and necessary. The demolition or removal of historic buildings structures and sites in the City diminishes the character of the city's Historic Districts and it is strongly discouraged. Instead the City recommends and supports preservation rehabilitation or relocation within the historic district. It is recognized however that structural deterioration, economic hardship and other factors not entirely within the control of the property owner may result in the necessary demolition or removal of a historic building structure or site.

- (a) Removal or repair of hazardous or dangerous Landmarks.
  - If the building official determines a Landmark to be structurally unsound and a
    hazardous or dangerous building pursuant to the provisions found in the City's
    adopted building code, the building official shall be required to provide written notice
    to the Commission of the ordered removal or repair of the Landmark prior to taking
    such action.
  - 2. The property owner(s) of the demolished Landmark removed under this procedure is subject to the penalties found in Section 10 herein.
- (b) Certificates of Appropriateness for Demolition Affecting Landmarks or Historic Districts. No person shall carry out the demolition of a Landmark or property within a District, including secondary buildings and landscape features that are not previously deemed a hazardous or dangerous building by the building official, without the review and approval of a Certificate of Appropriateness for Demolition application by the Commission. The application shall be required in addition to, and not in lieu of, any required building permit.
  - 1. In the absence of a determination by the building official of the subject property as a hazardous or dangerous building, the Commission may consider an application for a Certificate of Appropriateness for Demolition of a Landmark or property located within a District, only if it meets compliance with one of the following:
    - a) The subject building, structure or object is an accessory building and/or landscape features that is not integral to the historic interpretation or integrity of the Landmark.
    - b) The applicant is requesting a Certificate of Appropriateness for Demolition of a Landmark on the basis of Economic Hardship pursuant to paragraph (c)(4) of this section.
    - c) The subject building, structure or object has lost its architectural significance and integrity over time for reasons not entirely within the control of the current or previous property owner(s).

- (c) Procedure for Certificates of Appropriateness for Demolition Affecting Landmarks or Historic Districts. The procedure for obtaining a Certificate of Appropriateness for Demolition may be initiated by the City for all City-owned Landmarks or proposed work within a District, or by the individual property owner(s) of the subject Landmark or property within a District. The application must be submitted to the HPO for review and approval by the Commission prior to the commencement of any work. An application for Certificate of Appropriateness for Demolition shall be made on forms as prescribed by the City and shall be filed with the HPO.
  - 1. The application shall contain:
    - a) Name, address, and contact information of applicant, and physical address of the individual property.
    - b) Site plan of the individual property or map indicating the area of the proposed demolition showing all affected buildings and/or structures on the site.
    - c) Photographs of existing conditions as well as any historical photographs, if available.
    - d) All future development plans for the property, if available.
    - e) Any other information which the Commission may deem necessary pursuant to this section.
  - 2. An individual property that is under review by the City for a Certificate of Appropriateness for Demolition shall be protected by and subject to all of the provisions of this Article governing demolition, minimum maintenance standards and penalties until a final decision by the Commission becomes effective.
  - 3. The procedure for a Certificate of Appropriateness for Demolition shall be the same as provided for in Section 7 herein.
  - 4. The procedure for a Certificate of Appropriateness for Demolition application involving a claim of Economic Hardship shall be as follows:
    - a) No Certificate of Appropriateness for Demolition involving a claim of economic hardship may be approved, nor shall a demolition permit be issued by the City unless the owner proves compliance with the following standards for economic hardship:
      - 1. The property is incapable of earning a reasonable return in its current or rehabilitated state, regardless of whether that return represents the most profitable return possible.
      - 2. The property cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return.
      - 3. Earnest and reasonable efforts to find a purchaser interested in acquiring the property and preserving it have failed.

- 4. The property cannot be moved or relocated to another, similar site or, for contributing properties within a District, to a new location within the District.
- b) The City shall adopt by resolution separate criteria for review in considering claims of economic hardship for investment for income producing and non-income producing properties, as recommended by the Commission. Non-income properties shall consist of owner occupied single family dwellings and non-income producing institutional properties. All standards for review shall be made available to the owner prior to the hearing. The information to be considered by the city may include but not be limited to the following:
  - 1. Purchase date price and financing arrangements
  - 2. Current market value
  - 3. Form of ownership
  - 4. Type of occupancy
  - Cost estimates of demolition and post demolition plans for development
  - 6. Maintenance and operating costs
  - 7. Inspection report by licensed architect or structural engineer having experience working with historic properties
  - 8. Costs and engineering feasibility for rehabilitation
  - 9. Property tax information
  - 10. Rental rates and gross income from the property
  - 11. Other additional information as deemed appropriate
- c) Claims of economic hardship by the owner shall not be based on conditions resulting from:
  - 1. Evidence of demolition by neglect or other willful and negligent acts by the owner
  - 2. Purchasing the property for substantially more than market value at the time of purchase
  - 3. Failure to perform normal maintenance and repairs
  - 4. Failure to diligently solicit and retain tenants
  - 5. Failure to provide normal tenant improvements
- d) Throughout the process, the applicant shall consult in good faith with the HPO, local preservation groups and interested parties in a diligent effort to seek an alternative that will result in preservation of the property. Such efforts must be demonstrated to the Commission at the hearing.
- e) Upon receipt of a completed Certificate of Appropriateness for Demolition application, the HPO shall review the application for a preliminary

- determination of compliance with the standards for economic hardship and the criteria for review found in this section. The applicant is encouraged to schedule a meeting with the HPO prior to the submittal of an application to discuss the application and receive initial direction.
- f) Within five (5) days of receipt of a completed Certificate of Appropriateness involving a claim of Economic Hardship and a preliminary determination of compliance, the HPO shall schedule a public hearing at the next available regularly scheduled Commission meeting. Notice of the pending Commission hearing for compliance with the standards for economic hardship and the criteria for review. Notice of the hearing shall be mailed to the property owner(s), to all immediate adjacent property owner(s), and posted on the property by the City. The owner shall be required to stabilize and secure the property subject to the penalties of this Article until a final decision by the Commission becomes effective. A published notice of the scheduled hearing shall also be made in accordance with Nevada Open Meeting Law (NRS 241). All review criteria and the formal written report to the HPO shall be made available to the applicant prior to the hearing.
- g) The Commission shall conduct its initial review of the application at a regularly scheduled meeting. At that time, the applicant shall have an opportunity to be heard, present testimony and evidence to demonstrate that standards for economic hardship and the criteria for review have been met. Other interested parties and technical experts may also present testimony or documentary evidence which will become part of the record. The burden of proof shall be upon the applicant. In the event the Commission does not act within ninety (90) days of receipt of the application, a Certificate of Appropriateness for Demolition may be granted.
- h) In considering the application, the Commission shall take action to postpone the application in order to establish a Stay of Demolition period, during which time the owner shall allow the city to post a sign stating that the property is subject to demolition. Said sign shall be readable from a point of public access and state that more information may be obtained from the HPO for the duration of the stay. The owner shall conduct in good faith with the City, local preservation organizations, and interested parties a diligent effort to seek an alternative that will result in the rehabilitation of the Landmark or contributing resource in a District. Negotiations may include, but are not limited to, such actions to utilize various preservation incentive programs, sell or lease the Landmark, or facilitate proceedings for the City to acquire the Landmark under its power of eminent domain, if appropriate and financially possible. If negotiations are successful, the Certificate for Demolition application shall be considered withdrawn and all associated applications closed.
- i) If approved, the HPO shall issue a Certificate of Appropriateness to the applicant with the written findings of fact, conclusions of law and any specific conditions of approval (if any) supporting the decision. The HPO shall also provide anyone who submitted written comments with a copy and

forward the Commission's decision to the [appropriate City department]. The approval shall be valid for one (1) year from the hearing date of the Commission's final decision. The historic property shall immediately be removed from the City's inventory of historic properties, any official public records of real property of [County name], and the official zoning maps of the City.

- 5. Prior to demolition, the City may as a condition of approval require the owner to provide documentation of the demolished historic property at the owner's expense in accordance with the standards of the Historic American Building Survey (HABS). Such documentation may include photographs, floor plans, measured drawings, an archeological survey, and/or other information as specified.
- 6. Approval for the demolition of a structure may be conditioned upon the construction of an acceptable replacement structure, or landscape or park plan. A bond or other financial guaranty in the amount of the cost of the replacement structure may be required in order to assure the construction of the replacement structure, or park, or landscape plan.
- 7. Denial of a Certificate of Appropriateness application for Demolition involving Economic Hardship shall prevent the owner from demolishing the property or reapplying for another Certificate of Appropriateness application for Demolition for a period of three (3) years from the hearing date of the Commission's final decision, unless substantial changes in circumstances have occurred other than resale of the property or those caused by acts beyond the control of the owner. It shall be the responsibility of the owner to stabilize and maintain the minimum maintenance standards for the property so as not to create a hazardous or dangerous building, as outlined in Section 9 herein.
  - a) The City may continue to provide the owner with information regarding financial assistance for the necessary rehabilitation or repair work as it becomes available.
  - b) The owner may appeal the decision of the Commission to the City Council. Appeal requests shall be filed in writing to the HPO within ten (10) days of the Commission's decision. The City Council shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in the general zoning ordinance of the City. Appeals to the City Council shall be considered only on the record made before the Commission, and may only allege that the Commission's decision was arbitrary, capricious, or illegal.

## SECTION 9 MINIMUM MAINTENANCE STANDARDS

No owner or person with an interest in real property designated as a Landmark or a property located within a District shall permit the property to fall into a serious state of disrepair so as to result in the significant deterioration of any exterior architectural feature which would, in the judgment of the Commission, create a detrimental effect upon the historic character of the Landmark or District.

- (a) Examples of serious disrepair or significant deterioration:
  - 1. Deterioration of exterior walls, foundations, or other vertical support that causes leaning, sagging, splitting, listing, or buckling.
  - 2. Deterioration of external chimneys that causes leaning, sagging, splitting, listing, or buckling.
  - 3. Deterioration or crumbling of exterior plaster finishes, surfaces or mortars.
  - 4. Ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors.
  - Defective protection or lack of weather protection for exterior wall and roof coverings, including lack of paint, or weathering due to lack of paint or other protective covering.
  - 6. Rotting, holes, and other forms of material decay.
  - 7. Deterioration of exterior stairs, porches, handrails, window and door frames, cornices, entablatures, wall facings, and architectural details that causes delamination, instability, loss of shape and form, or crumbling.
  - 8. Deterioration that has a detrimental effect upon the special character of the district as a whole or the unique attributes and character of the contributing structure.
  - 9. Deterioration of any exterior feature so as to create or permit the creation of any hazardous or unsafe conditions to life, health, or other property.
- (b) Procedure to mitigate Demolition by Neglect. Demolition by Neglect refers to the gradual deterioration of a property when routine or minimum maintenance is not performed. The HPO and other City staff shall work together in an effort to reduce Demolition by Neglect involving Landmarks or properties located within Districts within the City. A Demolition by Neglect citation as determined by the Commission may be issued against the owner of the property for failure to comply with the minimum maintenance standards by permitting the subject property to exhibit serious disrepair or significant deterioration as outlined in paragraph (a) of this section.
  - 1. While the HPO will act as the point of contact, the [appropriate City department] staff shall, when needed, assist with inspections. If there is a dispute between the HPO and [appropriate City department] staff, the City Manager may be consulted as a mitigating party.
  - 2. The procedure for citing a property for Demolition by Neglect shall be as follows:
    - a) Initial identification is made by visual inspection of the area by the HPO, a Commission member, or by referral from someone in the area. All referrals shall be made in writing and shall be submitted to the HPO.
      - i. Once the initial identification is made, followed by a preliminary determination by the HPO, the property owner shall be notified by US mail of the defects of the building and informed of various incentive programs that may be available for repair. The owner is given thirty (30) days in which to respond to the preliminary determination by

submitting a stabilization proposal to HPO. The stabilization proposal will be presented to the Commission at the next available meeting. If the Commission approves the proposal, a Certificate of Appropriateness (if necessary) may be issued administratively by the HPO. The approval will detail the specific work which is necessary to correct the Demolition by Neglect conditions, as well as a time period to begin and complete the work. The HPO shall update the Commission on the status of the property every thirty (30) days once work begins on the property.

- ii. If the property owner receives the letter regarding the preliminary determination, but fails to respond, a second notice shall be sent in the same manner as described above.
- iii. If the property owner fails to receive and/or respond to the letter regarding the preliminary determination after two (2) attempts, the matter returns to the Commission for a citation hearing. The HPO shall send a third notice via certified mail informing the owner of the hearing, the property is posted with a notice of the violation in accordance with the provisions of this chapter, and a public hearing on the citation is scheduled.
- iv. At the public hearing the owner is invited to address the Commission's concerns and to show cause why a citation should not be issued. The Commission may take action to approve any proposed work, defer the matter to give the owner more time either to correct the deficiencies or make a proposal for stabilization, or issue a citation to the owner of the property for failure to correct the Demolition by Neglect conditions.
- v. If the owner is cited for the condition of Demolition by Neglect of the property, he is given fourteen (14) days to submit a stabilization proposal to the HPO, and at the discretion of the Commission, up to one (1) year to correct the defects. The HPO shall update the Commission on the status of the property every thirty (30) days once work begins on the property.
- vi. If the owner does respond with a stabilization proposal, the matter is turned over to the City Attorney's office for action in Municipal Court.

## SECTION 10 ENFORCEMENT

All work performed pursuant to a certificate of appropriateness issued under this ordinance shall conform to any requirements included therein. It shall be the duty of the building inspector to inspect periodically any such work to assure compliance. In the event work is not being performed in accordance with the certificate of appropriateness, or upon notification of such fact by the Commission and verification by the HPO, the building inspector shall issue a stop work order and all work shall immediately cease. The property owner shall then be required to apply for a hearing before the Commission to explain the non-compliance. No further work shall be

undertaken on the project as long as a stop work is in effect until a decision is rendered by the Commission on the application.

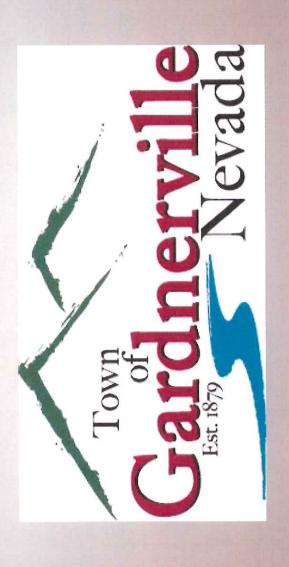
- (a) Penalties. It shall be unlawful to construct reconstruct significantly alter restore or demolish any building or structure designated as a Landmark or in a designated District in violation of the provisions of this Article. The City in addition to other remedies may institute any appropriate action or proceeding to prevent such unlawful construction reconstruction significant alteration or demolition to restrain correct or abate such violation or to prevent any illegal act business or maintenance in and about such premises including acquisition of the property
  - 1. Any person firm or corporation violating any provision of this division shall be fined \$500 for each offense. Each day the violation continues shall be considered a separate offense. Such remedy under this section is in addition to the abatement restitution.

SF	CTIO	N 11	SPECIAL	REST	RICTIONS

PUBLISHED:

ECTION 11 SPECIAL RESTRICTIONS:
nder the provisions of Nevada Revised Statutes, Chapters 278 and 384, the City of  may provide by ordinances, special conditions or restrictions for the rotection, enhancement and preservation of locally designated historic properties.
ECTION 12 SEPARABILITY:
any section, subsection, sentence, clause or phrase or portion of this Ordinance is for any asson held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the alidity of the remaining portions hereof.
ECTION 13 EFFECTIVE DATE:
his Ordinance shall be in full force and effect from and after its passage, approval and ublication according to law. PASSED AND APPROVED this day of, O City of, a municipal corporation of the State of Nevada.
Y:
layor experience of the second
TTESTED:

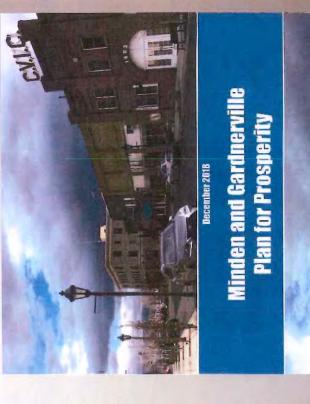
## Implementation Actions and Related Policies



Erik Nilssen, P.E., Town Manager
Town Board Agenda Item 10
August 6, 2019

# Plan for Prosperity

- A1 Retail market analysis and marketing strategy.
- R1 Growth management and urban services boundary policy
- R2 Design Review process with Douglas County.
- R3 Parking Codes/Parking District
- R7 Infill development and design guidelines.
- R9 Heritage Preservation Program
- F1 Implementation Plan Muller Parkway





# Parks Master Plan

- Trends
- Existing Regional Facilities
- Under Served Amenities
- Best Use of Area
- Master Plan Buildout Deficiencies
- Public/Board Input



# FDDY STREET Heritage Park

## A1 – Retail market analysis and marketing strategy.

- Completed 2010 USDA Grant
- longer valid (Recession, Wal Mart) Many original assumptions no
- Douglas County to submit grant for revised study fall 2019.
- Recommend support Douglas County and contribute \$5k toward grant submittal

## Economic Market Analysis of the Main Street Gardnerville District



Submitted to: Main Street Gardnerville, Inc. 1407 Highway 395 North Gardnerville, Nevada 89410 January 15, 2010

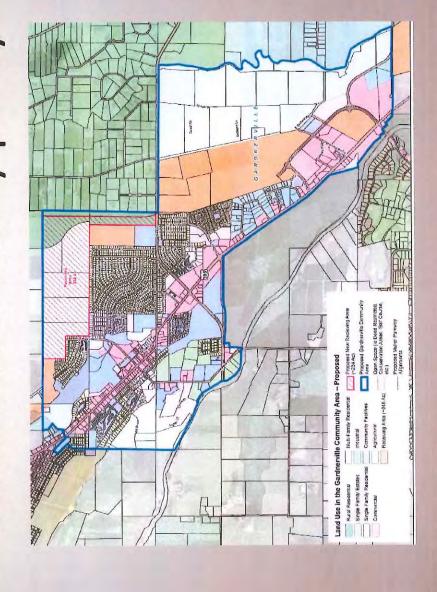
4591 Bigelow Drive Carson City, Nevada 89701 Provided by: Rubald and Associates





USDA Committed to the future Rural Communities.

## R1 - Growth management and urban services boundary policy



complying with this Action Plan and Policy Staff considers 2019 Master Plan Update

## R2 - Design Review process with Douglas County.

- Town Board reviews all:
- Land Division applications
- Design Review applications
- Town Staff reviews all:
- Site Improvement Permits
- Prespolication Submittals

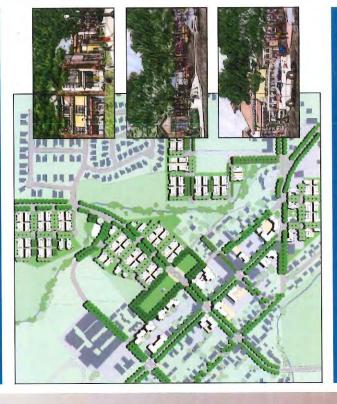
Staff considers the curtain process sufficient to Maaing this Action Pan and Policy

# R3 - Parking Codes/Parking District

- Encourages mixed use development
- Allows developers to pay town to construct off site parking.
- Town administers parking program and residential parking permits.
- Very complex and time consuming.

### Gardnerville Parking District Strategy

Plan for Prosperity



January 2007 Dr

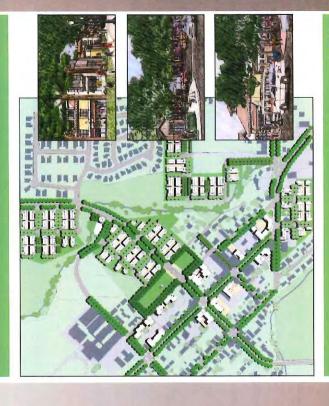
## R7 -Infill development and design guidelines

Race Studios currently under contract to complete new design guidelines.

Staff believes the current contract will address this Action Plan and Policy.

### Design Guidelines

Gardnerville Plan for Prosperity



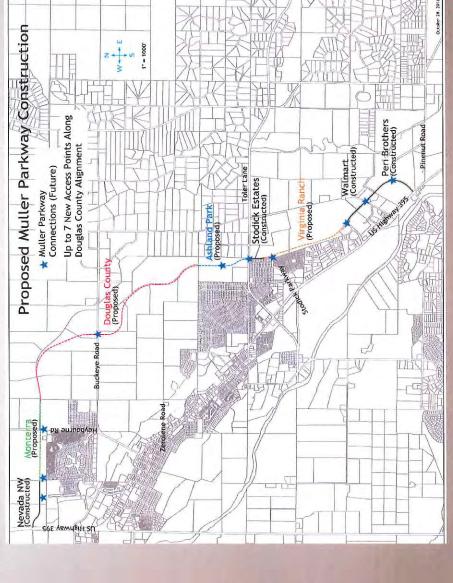
June

# R9 – Heritage Preservation Program

- Creation of "Historic Preservation Commission"
- Similar to Planning Commission for specified areas
- Additional requirements to demolish historic
- Wust be created by Douglas County
- Meets Douglas County Waster Plan Policy 1.9

# F1 - Implementation Plan Muller Parkway

participate in design meetings and support County. No additional work required by Town continue to



## Recommendations

- Prioritize:
- Grant assistance for Douglas County for Retail Market Analysis (A1)
- Growth management and urban service boundaries (R1)
- Infill development design guidelines (R7)
- Parks Master Plan

## Recommendations Continued

- Continue Support:
- Development design review process(R2)
- Muller Parkway implementation (F1)
- Seeking Board Direction On:
- Parking District Creation (R3)
- – Heritage Preservation Program (RS)

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



1.	Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2019.
2.	Recommended Motion: N/A Funds Available: □ Yes □ N/A
3.	Department: Administration
4.	Prepared by: Carol Louthan, Administrative Services Manager
5.	Meeting Date: August 6, 2019
6.	Agenda: □Consent □ Administrative
Ba	ackground Information: To be presented at meeting.
7.	Other Agency Review of Action: □Douglas County □ N/A
8.	Board Action:
	Approved

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



1.	Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for July 2019
2.	Recommended Motion: No action required.  Funds Available: □ Yes □ N/A
3.	Department: Administration
4.	Prepared by: Erik, Nilssen, P.E., Town Manager
5.	Meeting Date: August 6, 2019
6.	Agenda: □Consent □ Administrative
Ba	ackground Information: See attached.
7.	Other Agency Review of Action: □ Douglas County
8.	Board Action:
	Approved



### **Town Manager/Superintendent Monthly Report**

### Public Works & Parks - 7/2019

- 1. Held summer's second and third Movie in the Park on July 12th and 26th (rescheduled to August 2 due to rain)
- 2. Assisted Main Street Gardnerville in July 4th Freedom 5K Fun Run/Walk. One hundred and Eighty-Seven runners up from one hundred and thirteen last year.
- 3. Staff painted regulatory white stop bars and cross walks around town. Staff has started on red curb in no parking zones and fire hydrant area. We will be painting the areas that will be slurry sealed after that project is complete.
- 4. Met with Carson Valley Sweeping (Tony Hemmah) to discuss on call or contract street sweeping.
- 5. Cleaned up and trimmed flower baskets on 395 from dead foliage. They look much better now. Increased time of watering and applying organic pest deterrent.

### Health and Sanitation (H&S) - 7/2019

1. Work on filling an open Town Sanitation Specialist position.

### Office, Engineering, and Contracted Work – 7/2019

- 1. Submitted two Risk Grants to PoolPact:
  - A. Hardening and security improvement at Town Maintenance Yard.
  - B. Storage, structural, and electrical improvements of Hellwinkel Barn B.
- 2. Submitted a design review to Douglas County for the Carrick Lane Dog Park.
- 3. Submitted building permit for the installation of the Rapid Charging Station at Gardnerville Station.
- 4. Entered into design contract with R.O. Anderson Engineering Inc. for the design of the underground detention reservoir at the Gardnerville Station.
- 5. Assisted Main Street Gardnerville in the interviewing of candidates for the Executive Director Position.

- 6. Completed first review of the Site Improvement Permit Submittal for the new parking lot at the former Yager's Garage Location.
- 7. Provided plan review comments on plan sets for three Town Projects:
  - A. Maple Street Storm Drain extension.
  - B. Barn B storage, structural, and electrical upgrades.
  - C. U.S. 395 ADA and lighting improvements.
- 8. Completed individual interviews with all Town Employees.
- 9. Presented to Leadership Douglas County on "What's New in Gardnerville?"
- 10. Met with Tammy James, Douglas County Chief Technology Officer, to discuss communication protocol within the Town of Gardnerville and how to align Town Communications with County Policy.
- 11. Entered into a contract with Fast Track Productions to update the welcome video on the Town's Website which still features previous Town Manager.
- 12. Entered into a contract with Granicus to update the software used for production of Town Board Meeting Packets.
- 13. Attended Carson Valley Visitor's Authority, Economic Vitality Champions, and Main Street Gardnerville to provide updates on Town projects and events.
- 14. 2 field staff and the superintendent attended "Supervisory Reasonable Suspicion Drug and Alcohol Training".
- 15. Met with Girl Scouts looking to donate the water fountain at Carrick Detention Pond. They have half the funds donated and are continuing to fundraise.

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

□ Denied

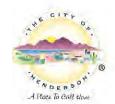


1. Not For Possible Action: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville. 2. Recommended Motion: N/A Funds Available: 
Yes ☑ N/A 3. Department: Administration 4. Prepared by: **Carol Louthan, Administrative Services Manager** 5. Meeting Date: August 6, 2019 6. Agenda: □Consent **□** Administrative **Background Information**: To be presented at meeting. ₩ N/A 7. Other Agency Review of Action: Douglas County 8. Board Action: Approved with Modifications ☐ Approved

□ Continued



### Nevada League of Cities & Municipalities **Annual Conference** September 24-26, 2019 Sunset Station, City of Henderson 1301 W. Sunset Road



### Conference Information

### **Sunset Station Hotel Reservations**

For Reservations: 1-888-786-7389 Guest code: SCICITY or online

Dont' forget to use the guest code or you will not get the discount.

### Tuesday, September 24 - All General Sessions, Educational Workshops and meals will be held at the Sunset Station.

7:30 am - 4:30 pm

POWER I, II

Sunset Room

8:00 am - 2:00 pm

Golf Tournament, Includes lunch

Wild Horse Golf Course

2100 West Warm Springs

Henderson, 89014

12:00 - 4:30 p.m.

Conference Registration

Sunset Room

12:00 - 4:30 p.m.

Exhibit/Sponsor Setup Evening

Sunset Room

Welcome Reception TBD

TBD

### Wednesday, September 25

**Exhibits Open** 

Conference Registration

Sunset Room

Exhibits Open

Sunset Room

Opening General Session

Sunset Room

Lunch

Sunset Room

**Educational Sessions** 

Presidents' Reception Hosted by: City of Henderson

Pinta, Santa Maria, Nina Rooms

TBD

### Thursday, September 26

Conference Registration

Sunset Room

Exhibits Open

Sunset Room

Work Sessions TBD

Sunset Room

Luncheon/Banquet

Sunset Room

For more information please call the League office (775) 882-2121