



GARDNERVILLE TOWN BOARD

Meeting Agenda

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

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

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

Tuesday, April 5, 2016

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

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

Copies of the finalized agenda were posted on March 31, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Office Manager. Signed: Carol Louthan; in accordance with NRS Chapter 241 at following locations;
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at 8:08 A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 7:30 A.M.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:03 A.M.
Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:30 A.M. and on the Internet at www.gardnerville-nv.gov.

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

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

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

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

INVOCATION – Mike Henningsen, Layperson and Elder from Trinity Lutheran Church

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

PLEDGE OF ALLEGIANCE – Tom Dallaire

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:

March 1, 2016 Regular Board meeting, with public comment prior to Board action.



CONSENT CALENDAR FOR POSSIBLE ACTION

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

1. **For Possible Action:** Correspondence
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve March 2016 claims
4. **For Possible Action:** Approve Proclamation 2016R-01 recognizing April 29, 2016 as Arbor Day
5. **For Possible Action:** Approve Proclamation 2016R-02 recognizing June 19th, 2016 as Take a Kid to A Car Show Day.
6. **For Possible Action:** Approve application and policy for Main Street Gardnerville to review and approve applications for smaller special events at the Heritage Park Gardens.
7. **For Possible Action:** Approve a town park use application for Main Street Gardnerville volunteer/ business recognition event on July 17, 2016.
8. **For Possible Action:** Approve an application for street closure of Douglas Ave from Mill Street, north the extent of the church property, for Trinity Lutheran Church's annual Holy Smoker BBQ and Car on April 30, 2016.
9. **For Possible Action:** Approve amendment to the Cooperative Agreement with NDOT for the Gardnerville Crosswalk Improvements and authorize the chairman to sign the agreement.
10. **For Possible Action:** Approve the Town of Gardnerville Continuity of Operations Plan (COOP) plan dated March 2016.
11. **For Possible Action:** Approve the Town of Gardnerville 72 hour preparedness kit information form and authorize staff to include it in the next bi-annual Town newsletter for the public's use.

ADMINISTRATIVE AGENDA

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

12. **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for March 2016. (approx. 10 minutes)
13. **For Possible Action:** Discussion to approve or deny a request by Main Street Gardnerville to hang banners on every lamppost through the Highway 395 corridor within the Main Street District; with public comment prior to Board action. (approx. 5 minutes)
14. **For Possible action:** Discussion to approve, approve with modifications or deny development applications DA 16-016 & 16-017 requesting for a modification to an existing Special Use Permit (SUP 06-095) and Design Review (06-095) to allow a Columbarium/Memorial wall for the use of holding cremated remains and memorial plaques for the St. Gall Catholic Church Knights of Columbus / Memorial Park improvement project, located at 1343 Centerville Lane within the SFR-1 (Single Family Residence – one acre minimum net parcel size) zoning district in the Minden/Gardnerville Community Plan, APN 1220-04-101-005; with public comment prior to Board action. (approx. 10 minutes)
15. **For Possible action:** Discussion to approve, approve with modifications or deny development application DA 16-018: Request for Abandonment of a 50-foot wide, unimproved road easement for the St. Gall Catholic Church Knights of Columbus / Memorial Park improvement project, located at 1343 Centerville Lane within the SFR-1 (Single Family Residence – one acre minimum net parcel size) zoning district in the Minden/Gardnerville Community Plan, APN 1220-04-101-005; with public comment prior to Board action. (approx. 10 minutes)
16. **For Possible Action:** Presentation and discussion on the Town of Gardnerville Board signing a letter of support for a nomination of the Dangberg Home Ranch Conservation Project (2,867.87 acres), located west of Highway 88 north of Muller Lane, in Minden Nevada, for acquisition of a conservation easement by the Bureau of Land Management using Southern Nevada Public Land Management Act authorization, presentation by Legacy Land and Water, LLC; with public comment prior to Board action. (approx. 30 minutes)
17. **For Possible Action:** Discussion to approve or deny sending the town manager to the Main Street Conference, May 23-May 26, 2016 in Wisconsin; with public comment prior to Board action.



GARDNERVILLE TOWN BOARD MEETING AGENDA – CONT'D

(approx. 5 minutes)

18. **For Possible Action:** Discussion to approve or deny the acquisition of 1,400 sf of property containing the Ezell Ditch improvements, a portion of the Village Motel property located at 1383 Highway 395 North (APN 1320-33-402-057) in the amount of \$20,000; with public comment prior to Board action.
(approx. 10 minutes)
19. **For Possible Action:** Approve, approve with modifications, or deny; the following updated town policies;
 - a. Organizational Responsibilities Policy 1.2
 - b. Public Records Request Policy 7.2 (new policy)
 - c. Compost Collection Policy 22.12with public comment prior to Board action. (approx. 20 minutes)
20. **For Possible Action:** Discussion to approve, approve with modifications or deny changing the type of credit card service currently being offered for a service which will reduce costs and provide the ability for automatic payments by Health and Sanitation customers and start charging a convenience fee equal to the bank charged fee for debit/credit card payments to the town's account (611-000) recouping the fees charged by the operator of the system that provides for the electronic transfer of money for the debit/credit card service; with public comment prior to Board action. (approx. 15 minutes)
21. **For Possible Action:** Public hearing to adopt the Tentative Budget for Fiscal Year 2016-2017, with public comment prior to Board action. (approx. 20 minutes)
22. **For Possible Action:** Approve, approve with modifications or deny the Tentative Capital Improvement Plan for 2016-2021; with public comment prior to Board action. (approx. 5 minutes)
23. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for March 2016.
(approx. 5 minutes)
24. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for March 2016.
(approx. 15 minutes)

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

Adjourn

Next monthly meeting April 5, 2016