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, September 6, 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 August 31, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Administrative Services 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 8:19 A.M.
Douglas County Historic Courthouse, 1616 8th Street, Minden NV 89423, at 8:38 A.M.
Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 8:42 A.M.
Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 8:58 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 – Carl Dahlen, Christ Presbyterian Church

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

PLEDGE OF ALLEGIANCE – Cassandra Jones

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:
August 2, 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 August 2016 claims**
4. **For Possible Action: Approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 17, 2016 at Heritage Park from 9:00 a.m. to 5:00 p.m., considered to be a Class 1 use per policy.**
5. **For Possible Action: Approve a town special event application with street closure for Suicide Prevention Awareness Walk/BBQ community event at Heritage Park on September 10, 2016 from 7:00 a.m. to 4:00 p.m., considered to be a Class 1 use per policy.**
6. **For Possible Action: Approve the Amendment #2 to the agreement with NDOT on the 395 Crosswalk projects increasing the project costs from $378,316.00 to $468.316.00, including NDOT covering the additional cost to resurface 50 feet long by full width section of Highway 395 as required in NDOT staff comments from the review of the construction drawings.**

ADMINISTRATIVE AGENDA

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

7. **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for August 2016. (approx. 10 minutes)**

8. **Not for Possible Action: Presentation by Partnership of Community Resources on Question 2 (Initiative to Regulate and Tax Marijuana) on the November ballot to educate business leaders, neighborhoods, parents, seniors and the community. Appearances by Partnership for Community Resources, Douglas County Sheriff's office, Juvenile Probation/Douglas County School District, District Attorney's Office and First Responders (approx. 30 minutes)**

9. **For Possible Action: Discussion on additional information provided about the flood plain requirements that was not presented in the previous hearing in July regarding the request from Martin Stahl for the board to reconsider the motion of denying the development application DA 16-036 & DA 16-037 requesting a Master Plan Amendment and Zoning Map Amendment to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area =9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, (APN 1220-04-101-029) within the Minden/Gardnerville Community Plan. Presentation by Keith Ruben, Senior Planner, RO Anderson Engineering; with public comment prior to Board action. (approx. 45 minutes)**

10. **For Possible Action: Discussion on a request by Park Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment to reflect extending the Minden Gardnerville Community Plan and Urban Service area boundary in support of a Master Plan and Zoning Map Amendment from agriculture to 266 acres single family residential, 485 acres of receiving area, 105 acres of Rural Residential (2-5 acre parcels), and 40 acres of Industrial; and realignment of Muller Parkway removing the large reverse curves that are present in the current design. The subject properties are located generally, north of Chichester Estates, East of the Ranch at Gardnerville, West of decker ditch, east of the Minden Elementary school on multiple APN's, with approximately 500 acres (84 acres single family, and 276 acres of receiving area, 34 acres of industrial, and 105 acres of 2-5 acre single family homes) located south of the proposed Zerolene Road to be located within the Town of Gardnerville; with public comment prior to Board action. (approx. 90 minutes)**

11. **For Possible Action: Discussion on the 2016 Master Plan update collective board comments to Chapter two reformatting the comments and updating the information to the Minden Gardnerville Community Plan, adding a section for Gardnerville specific goals; with public comment prior to Board action. (approx. 15 minutes)**

12. **For Possible Action: Discussion on the North Hampton Light connection to NV energy with NV energy's standard Gardnerville Light or installation of an off the grid Solar powered light; with public comment prior to Board action. (approx. 20 minutes)**

13. **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for August 2016. (approx. 5 minutes)**

14. **For Possible Action: Accept Town Attorney's letter notifying the town of his desire to discontinue representation as general counsel to the Town of Gardnerville; with public comment prior to Board action. (approx. 5 minutes)**

15. **For Possible Action: Discussion and provide direction to staff on posting a Request for Proposals (RFP) for counsel representation for the Town of Gardnerville; with public comment prior to Board action. (approx. 15 minutes)**

16. **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for August 2016. (approx. 15 minutes)**

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

Adjourn

Next monthly meeting October 4, 2016
2nd Annual Economic Development Conference - Sept 20-22, 2016
Coffin Races – October 8, 2016
Nevada League of Cities Annual Conference - October 12-14, 2016

GARDNERVILLE TOWN BOARD

Meeting Minutes

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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, August 2, 2016 **4:30 p.m.** **Gardnerville Town Hall**

INVOCATION – Don Baumann, Pastor Hilltop Community Church

4:30 P.M. Chairwoman Wenner called the meeting to order and made the determination of a quorum.

PLEDGE OF ALLEGIANCE – Ken Miller

PRESENT:

Mary Wenner, Chairwoman
Ken Miller, Vice-Chairman
Lloyd Higuera
Cassandra Jones
Linda Slater
Mike Rowe, Town Counsel
Tom Dallaire, Town Manager
Geoff LaCost, Town Superintendent
Tracy Clark, Seasonal Office Assistant

PUBLIC INTEREST COMMENTS (No Action)

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

No public comment

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

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

No public comment.

Motion Higuera/Jones to approve the agenda. Motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:
July 5, 2016 Regular Board meeting, with public comment prior to Board action.

No public comment.

Motion Miller/Slater to approve minutes of July 5, 2016. 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**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action: Correspondence**
   Read and noted.
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities**
   Accepted
3. **For Possible Action: Approve July 2016 claims**
   Approved.
4. **For Possible Action: Approve park use application date change for Main Street Gardnerville's Annual Volunteer and Business Recognition event changed from 7/17/16 to 9/18/16.**

Approved.

No public comment.

Motion Higuera/Slater to approve the consent calendar. Motion carried unanimously.

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

5. **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for July 2016.**

Paula Lochridge congratulated Mary Wenner on her retirement. I will be doing a presentation to the county commissioners on September 1 on our progress and the direction of our program. We have been invited to a Sertoma meeting to do a presentation on the 12th. We are working with the organization committee on the next steps for trying to get a state program. The National Main Street America newsletter is included in your packet and has some great advice on advocacy and lobbying. Tom, myself and a couple volunteers met with reps from US Bank who want to be involved with volunteer possibilities and sponsorship, as does the United Federal Credit Union. The promotion committee has been busy working on future events and Coffin Races. We received $1,000 sponsorship for the coffin races from the Carson Valley Medical Center's Vitality for Life Program. We have a couple of benches that have been ordered; one will be placed at the Record Courier and one location is yet to be determined. The District Vitality Committee is working on a plan to do a "Fall in Love with the District" event in September. We will be working closely with property managers and owners to build a tour of the downtown vacant buildings. US Bank officials want to be involved. We have another loan paid off with our revolving loan fund. We have one loan still active. We will re-launch the program with the possibility of using the money for matching grants. Ken wanted us to organize a meeting with the town board, the Main Street board, and the Gardnerville Community Enrichment Council. I will narrow down dates to move forward. I received thank you letters from GES and visitors staying at Wally's commending the town's cleanliness, flowers, and pride in the community.

Mr. Dallaire spoke about attending a workshop on business improvements at the Main Street Conference. There was a presentation on getting ADA access/ramps into buildings with bells installed in small businesses to alert them when there's somebody needing assistance outside. Attended: "Can small towns be cool?" workshop about whether we support the entrepreneurial people in town and help them grow and become successful, including high school programs with entrepreneurs mentoring kids. There were photos of a museum and downtown area with "interactive park" and waterfront with pedestrian pathway. I attended 5 classes on GIS and tracking data, including trash pickup data. Need to create a survey tool to make better decisions in the future. I liked their annual report using graphics instead of words. Also took two urban design classes. I think we need our market analysis updated in order to use the data to recruit business to come here.

Mrs. Lochridge attended several classes at the Main Street Conference that focused on businesses and building local business leaders. Talked about a program with business owners letting new businesses use their building for three months' rent free in the hopes that the businesses would then continue on in the space. It has been very successful. Of the 14 businesses selected in this program 13 are still in business, nine are still in their current pop-up location and two of the pop up business owners have launched new businesses in addition to their original. "Posed" is a program that comes up with a theme and then they create live mannequin shows. They had 25 merchants participating. People come down and look at the windows. Shops are open late. They talked about the importance of having a "signature event". They had an example of "the big bright light show". They have over 1.5 million lights used to light up four blocks and a couple of side streets. They actually hire a contractor to hang them. They create temporary electrical panels for the lights. This has become a huge draw. They talked about animating your downtown. Find something that is unique. You can find videos on it. They talked about businesses partnering with other businesses i.e. a restaurant partnering with a bookstore. They talked about ways businesses could partner with other businesses and making vacant storefronts an opportunity to display information about the town, etc. It takes seven seconds to make an impression. Empty storefronts are like missing teeth. Next conference is in Pittsburgh in early May 2017. My goal is to try to start finding funding to send a business owner and/or active volunteer to the conference.

6. **For Possible Action: Discussion on a request by Don Garrison for a street light at Waterloo and Northampton Circle; with public comment prior to Board action.**

Darby Baligad spoke in Don Garrison's place as he was taken ill and could not attend. She read Mr. Garrison's letter into the record. Northampton residents are upset about the lack of a street light. You cannot see pedestrians in

crosswalks while traveling on Waterloo. They are upset with the time lag in the handling of this project. Think of the possible liability if someone is injured or killed on a dark night, especially with all of the town activities on Lampe.

Mr. Dallaire first worked on the light in June 2015. Don French, NV Energy, was working on this and he retired that December. We are now working with Mr. Lewis, who supplied the plans on page 6/16 and 6/17 in Board packet. Scott Morgan did not want to see another light on the corner by the postal cluster box. I am waiting on an NV Energy contract. They first wanted to put in a meter in on the corner. A meter costs $32.80 per month and is not feasible to do in this location. We would need to remove a tree to install a light on both sides of the intersection. We are looking at installing a single light on the tennis court side of the intersection located at the back of the sidewalk ramp.

Vice-Chairman Miller asked who was responsible for the maintenance on Waterloo.

Mr. Dallaire answered Douglas County. There are currently no streetlights along that area.

Vice-Chairman Miller asked about solar lighting to negate the cost for the meter. He is concerned about winter months with lack of daylight to illuminate the street all night long.

Mr. Dallaire is happy to look into it.

Mrs. Slater suggested a quick fix would be to install solar lighting short term but that we should stick to town standard.

Mr. Dallaire believed the standard type 3 lights are about $4,000.00 each.

Mr. Higuera asked if it's scheduled.

Mr. Dallaire is waiting on a contract and has been waiting quite a while.

Mrs. Slater had a conversation with the corner property owner and he offered to let us use a part of his corner to put in a light.

Mr. Dallaire stated the best option is go to the southeast corner with a type 3 light, estimated in packet at $22,250 total cost but I won't know until I hear back from NV Energy.

Mrs. Slater asked that Tom get in touch with Mr. Garrison to follow up.

No action taken.

7. **For Possible Action: Discussion to approve Proclamation 2016P-03 recognizing the week of August 8th through August 14th, 2016 as Brain Injury Awareness week; with public comment prior to Board action.**

Mr. Dallaire read the proclamation aloud.

Michael J. Smith spoke about his history of helping people with traumatic brain injury and the suicide implications of suffering this kind of injury. Mr. Smith thanked the Board for allowing the awareness week every year.

No public comment.

Motion Higuera/Jones to approve Proclamation 2016P-03 recognizing the week of August 8th through August 14th, 2016 as Brain Injury Awareness week. Motion carried unanimously.

8. **For Possible Action: Discussion to approve, Approve with modification or deny a request by Martin Stahl for a Master Plan Amendment and Zoning Map Amendment (DA 16-036 & DA 16-037) requesting to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area = 9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029); with public comment prior to Board action**

Tammy Kinsley with RO Anderson, representing Martin Stahl explained the plan. Property is located at 1378 Hwy 395. The existing master plan is commercial and the zoning is neighborhood/commercial. We are requesting that the master plan be changed from commercial to multi-family and the zoning be changed from neighborhood commercial to multifamily residential. By allowing this parcel to be changed, it would be consistent with Gardnerville's Plan for Prosperity in the S curve area. The conceptual plan proposes three apartment structures that are two story-with 20-21 2-bedroom units, a green area space along the highway with parking toward the rear.

Mrs. Slater pointed out that the proposed site plan does not meet the current planning requirements with parking and adequate turnaround. Has that been addressed?

Mrs. Kinsley explained at this stage of the project we are doing a master plan amendment and zone change. If those are approved we would work through the specific requirements. We would go through design review with county staff.

Mrs. Jones asked if the zoning you are seeking would eliminate any commercial use from this parcel.

Mrs. Kinsley agreed.

Mrs. Jones asked if there is another zoning feature option that would allow us to do both the high density housing and the commercial?

Mrs. Kinsley believed it would be mixed use commercial.

Some discussion about whether more commercial use is needed in their plan since there's so much empty/vacant commercial property around there as is. Is more necessary?

Chairwoman Wenner asked if the applicant has considered mixed use in the plans like a storefront with people living upstairs.

Mrs. Kinsley believed there is a lot of commercial around it.

Mr. Dallaire stated this is not a design review. It is just allowing a change to the master plan and zoning.

Vice-Chairman Miller's concern is safety because of a lack of crosswalks in an area with young families. Multi-family is needed in the area but I am concerned about the location.

Mrs. Slater agrees that it doesn't fit with the Plan for Prosperity and with the safety issues Ken Miller raised.

Mr. Dallaire included in the packet a sheet that shows the current zoning.

Mrs. Jones feels while it is a continuation of the zone, there is no actual linkage between this parcel and Kingslane. It doesn't logically extend the zoning that covers Kingslane.

No public comment.

Motion Miller/Slater to deny the request by Martin Stahl for a master plan amendment and zoning map amendment DA16-036, DA16-037 requesting to change a master plan designation from commercial to multi-family residential. Motion carried unanimously.

9. **For Possible Action: Discussion on the 2017 Douglas County Master Plan update, with focus on the Gardnerville Community Plan and request for "stakeholder" input on current Master Plan and/or possible Master Plan Amendments. Presentation by Candace Stowell, Wells Barnett Associates, LLC; with public comment prior to Board action.**

Candace Stowell gave an update on the five-year master plan update of the 1996 Master Plan. (Most recent update was 2011.) A summary of community survey answers as to goals for the community is in board packets. We received 898 responses to the online survey about community goals. We have a dedicated webpage for the Master Plan Update. Three main elements they noticed of concern from the survey are: land use, growth management, and housing. They'll be preparing a report with revised master plan elements. We will have a planning commission workshop early next year. The hope is that the town board, as well as residents, will look at the existing Gardnerville community plan and assess existing

goals, policies and actions. We are allowing people to submit streamlined master plan map amendment applications. It is available to any property owner through September 1. In terms of the Minden-Gardnerville community plan our hope is the town board, as well as the residents, will look at the existing plan and give them to Tom to compile and forward them to her by the end of the month.

Mr. Dallaire spoke in detail about some proposed boundary changes based on known approved and proposed plans in the works/on the books, particularly the Park proposal, Virginia Ranch and Corley Ranch. He displayed a map of the town boundary.

Vice-Chairman Miller asked how many units have been approved on the Corley Ranch.

Mr. Dallaire responded about 250.

Vice-Chairman Miller's concern is if they are annexed would it pencil out for our trash services.

Mr. Dallaire explained it's all based on timing. If we can work out a deal with DDI we would be able to postpone hiring staff. This proposal from the Park family is eye opening. He pointed out that most of these plans were already approved and so cost must have been factored in at that time. He expects that most future development will logically be on the east and north and discussed the future planning of streets to accommodate.

There was discussion on balancing out services, parks, and schools for the proposed increase of homes. There are two elements to consider: the Minden/Gardnerville community plan and the goals and policies need to be updated.

Ms. Stowell suggests splitting out Minden and Gardnerville's plans because while there are similarities, they also have different needs.

Mrs. Jones believes that Main Street Gardnerville and Main Street Minden are both similarly aligned, but their Main Street is a different personality than ours. We need to be conscious of the balance of zoning and express concerns over the need for schools, parks, stores, etc. to service the increases. The master plan is an agreement between all of the boards and citizens as to what we want our town to look like 10,20 even 30 years from now and master plan amendments should be rare and very far between. This is the time to make those changes. I'd rather see the balance in place now than try to patch it together over the next five years.

Chairwoman Wenner asked Mrs. Moss to explain community plan boundaries split. Are we trying to make residential equal on both sides?

Mrs. Moss spoke about the need to consider the future of Zerolene because it's the current boundary between towns. This is the perfect opportunity for you to dictate where you want the boundary.

Mr. Dallaire advised they can change the master plan map.

Mrs. Moss pointed out internally Minden and Gardnerville have had discussions about Zerolene being the dividing line. But Zerolene is only in a portion. There is potential future development from that point on. So how does Zerolene look? Is it perpendicular to 395 all the way to Muller Parkway or does it run eastward to Muller Parkway and then that's your buildout boundary for the towns to the north.

Mr. Dallaire discussed the different options possible for Zerolene becoming a collector road based on the proposal from the Parks' presentation but won't know for sure until the proposal actually comes before the board. With the help of the information compiled from GIS and Candace, Tom was able to do a breakdown of all of the zones and presented those zone breakdowns and statistics to the board.

Mrs. Jones asked when you talk about Zerolene likely becoming a collector road, are we talking about something like Santa Barbara out in Johnson Lane?

Mr. Dallaire mentioned more like Vicky.

Mrs. Jones asked if it is more of a useful road to get cars back to 395.

Mr. Dallaire felt it was more for getting people back to town. The other connection into town is Gilman.

Chairwoman Wenner asked if all three of the roads: Buckeye, Zerolene and Gilman, would connect to Muller Parkway.

Mr. Dallaire advised Gilman will not connect; Heybourne will connect.

Mrs. Jones, while conscious of the fact that the board just denied a proposal for a multifamily project doesn't mean we don't need or want multifamily housing in the right locations.

Mr. Dallaire stated when you look at the master plan today within the town boundary you will have just the industrial area, and service industrial on the zoning map. You have two different maps; the master plan and the zoning map.

Mrs. Slater wishes we had a total commitment of where the bypass would be. I think that would help all of the community.

Mrs. Moss advised that any change to the growth ordinance would have to first go back to the people for vote.

Board Members will forward comments to Tom. Tom will compile and present at a meeting in the future.

Mrs. Jones asked if it violates open meeting law to submit comments via email to Tom.

Mr. Rowe advised in order to be a recommendation you would have to have a meeting.

Mr. Dallaire can take all the comments, compile them into one document and then have them approved at the next meeting.

Mrs. Jones reviewed the board agreed tonight we should have a separate plan from Minden. We agree that Zerolene should be the northern boundary in principle.

No public comment.

No action taken.

10. For Possible Action: Discussion to possibly modify town lighting at Kingslane and Douglas Avenue; with public comment prior to Board action.

Mr. Dallaire had a meeting with Tim Russell at Lumos & Associates to talk about several locations downtown. The proposal is for four decorative lights. The plan is to come off the maintenance facility and power the two lights in front of maintenance yard. We have approval from NV Energy for a light and meter at Kingslane. We have a permit from NDOT and NV Energy. We just need a contractor to put it in. But there is no sense in getting someone out there now until I get the channel and have one contractor do it all. Three of the poles will be powered by the meter. Tom discussed plans at length with board members.

No public comment.

No action taken.

11. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2016.

Mr. Rowe reported he worked on easements for the Village Motel and also on the reimbursement from NDOT to the Town for fixing a damaged storm drain at Sharkey's sidewalk exceeding $22,000.00.

Mr. Dallaire asked if Mr. Rowe had a chance to look at the boundary line adjustment.

Mr. Rowe needs to meet with Mr. Dallaire to wrap it up.

12. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for July 2016.

Mr. Dallaire reported we have been invited to the department head meetings again with Larry. The county is looking to go self-insured for workers comp. They are also looking into a separate liability policy where we are all self-insured. Dental and vision are self-insured now. Finance is in charge of this. They are looking at Wells Fargo being the new broker of record. We are meeting with them on the August 11th at 9:00. I will have more information next month. There will be a department head meeting for the strategic plan and budgeting. We will be included in that conversation. I am also working on the concrete and pavement improvements at Mill Street. I hired Lumos to core drill Industrial Way in four locations and Service Drive in two locations to assess the existing soil structure and give us some recommendations on what we need to do to keep it from failing with all of DDI's traffic on it.

13. 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.

Chairwoman Wenner went to the Arts Council meeting. There is talk of a 3-day music festival and they're looking for a venue. He is also working with Jon Park to find a place where people can come In and go to different areas. They are hoping to have it figured out by 2017 sometime. The money would be raised for the Carson Valley Arts Council.

Vice-Chairman Miller suggested multiple venues and use a bus to get people around.

Mrs. Slater spoke on behalf of Nevada League of Cities. They had another caucus meeting. They are trying to whittle things down. At the last meeting we ruled out the three major things under discussion: insurance for retired employees; having to take the lowest bidder on contracts and; whether GIDs are entitled to gas tax. The next meeting will be August 10th. The Board of Directors will meet on Monday, August 8th.

Vice-Chairman Miller spoke about Main Street and the issue of absorbing Paula as an employee with the Town of Gardnerville. They will also be paying for watering of the plants and things like that.

Mr. Dallaire asked the Main Street board to include those items in the cost of their project. If we're going to continue to water the flowers, then it needs to pay for itself. Everything they do needs to come back to Main Street like a business. They are volunteers that put a lot of time and effort into this and making the program pay for itself. So cost of overhead for Paula and office supplies is what I've tried to get them to realize in order to come up with a cost for the program. Design spends the money; promotions and economic vitality make money. It's coming up with ideas that will generate more funds. Right now their main program is the wine walks. They need something else. They are considering doing a car show on an annual basis. Paula and I are getting together to identify vacant lots to try and get development in those places. They are on the verge of changes. There is a lot of potential. It's just getting people to invest in that potential.

Mrs. Jones mentioned the entrepreneur concept. Douglas High is starting a business management class this fall. I don't know of a single successful business person that didn't have a mentor.

Vice-Chairman Miller mentioned the loan fund. If we can turn that into matching funds, a 50-50 type match with business owners, you could see a lot of improvements. There's $40,000 there. If it's matching it's $80,000 in improvements along Main Street. There's discussion about utilizing the East Fork land for special events. They are trying to work with the land owners.

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

No public comment.

Meeting adjourned at 7:53 pm.

Mary Wenner, Chairwoman

Tom Dallaire, Town Manager

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Correspondence**

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

3. **Department:** Administration

   Prepared by: Tom Dallaire

4. **Meeting Date: September 6, 2016** **Time Requested:** N/A

5. **Agenda:** ☑ **Consent** ☐ **Administrative**

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

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

8. **Board Action:**

   ☐ **Approved** ☐ **Approved with Modifications**
   ☐ **Denied** ☐ **Continued**

Dallaire, Tom

From: Nevada League of Cities & Municipalities <jwalker@nvleague.org>
Sent: Thursday, August 04, 2016 1:30 PM
To: Dallaire, Tom
Subject: City Courier - August 2016

Nevada League Cities & Municipalities

CITY COURIER

What's Happening around the League

NLC&M Welcomes Carson City and the Town of Minden as our newest members!

Reno City Councilmember David Bobzien appointed to EPA Advisory Committee

City of Reno News Release

Reno City

Carson City rejoins the League as of July 1, 2016 and will be hosting our Board of Directors meeting on August 15th.

Carson City is the states lone city-county combination and being a member of NLC&M and NACO will give city government "twice the punch" in legislative lobbying among other benefits of belonging to both associations.

The Town of Minden also joined the League as of July 1, 2016. The Town of Minden is a quiet little town in the heart of the Carson Valley. It is the Douglas County Seat and provides fire and sheriff protection to its residents in conjunction with Douglas County.

BOARD OF DIRECTORS MEETING

August 15th
Carson City Community Center
850 E. William St., Sierra Room

10:00-2:00 P.M.

Agenda and board packet will be sent out next week. Hope to see you in Carson City!

NLC&M Annual

Councilman David Bobzien

At-Large Reno City Councilmember David Bobzien was recently appointed to the U.S. Environmental Protection Agency's (EPA) Local Government Advisory Committee. Bobzien's role on the committee will be to advise the EPA on the challenges and opportunities national policy present to state and local governments. Bobzien will be the lone Nevadan on the committee.

"Councilmember David Bobzien is an effective leader who cares deeply about protecting the air we breathe and the water we drink," U.S. Senate Democratic Leader Harry Reid says. "I couldn't think of a better person to represent Nevada on this important committee, and was I proud to recommend him for the job. I thank Councilmember Bobzien for his service and look forward to continuing our work together."

Reno Mayor Hillary Schieve also supports Bobzien's new role on the EPA Local Government Advisory Committee.

"Since joining the Reno City Council in 2014, Councilmember Bobzien has been a leader in encouraging efforts on the local level to address environmental issues crucial to our city's quality of life, such as water and air quality and climate change," Schieve wrote in a recent letter of recommendation to the U.S. EPA. "He has also been a vocal advocate that actions to protect the environment can also provide economic benefits."

Bobzien and other committee members will provide advice and recommendations to the EPA Administrator to assist in developing a stronger partnership with local governments.

"I'm honored by this opportunity to provide an informed view on these issues in service to our country," Bobzien says. "Water quality, toxics, carbon emissions, infrastructure financing, and other environmental quality matters are concerning to Nevadans, and our experiences with these issues are, in many ways, unique."

A New North Las Vegas is Rising From the Dust of the Great Recession

Councilwoman Anita Wood, City of North Las Vegas

North Las Vegas City Councilwoman Anita Wood

President John F. Kennedy once said that a rising tide lifts all boats. Well, a new North Las Vegas is rising from the dust of the Great Recession, and the City's progress stands to transform the entire Southern Nevada region.

Consider just two of the City's recent successes: Faraday Future, an electric-car maker that broke ground in April on a $1 billion, high-tech manufacturing facility at Apex Industrial Park, anticipates creating 4,500 direct jobs and 9,000 supply

Conference

"Sparking Ideas to Inspire the Future"
Hosted by: City of Sparks
October 12-14, 2016

Conference Registration is Open for Municipal Delegates, Guests, Sponsors and Exhibitors!

Registration Information Here

2016 Upcoming Events

August 15th
Board of Directors Meeting
Carson City, NV

October 12-14th
NLC&M Annual Conference
"Sparking Ideas to Inspire the Future"
Nugget Hotel, City of Sparks

November 16-19th
NLC - City Summit
Pittsburgh, PA

"Friends of the League"

PLATINUM

POOL/PACT
Wells Fargo

GOLD

CenturyLink
Nevada Rural Housing Authority
Republic Services

SILVER

Charles Abbott & Associates
NV Energy

and service jobs, pumping $87.5 billion into the local economy over the next two decades and netting $760 million in new tax revenues. Hyperloop One, which is manufacturing a revolutionary high-speed transportation platform at Apex, plans to invest more than $121 million in Southern Nevada by testing its projects here, bringing 100 jobs to the region. Both projects are exciting indicators that North Las Vegas is emerging as a global technology leader and developing into a true city of innovation, with Apex at the heart of the development.

Now those are just two companies; Apex Industrial Park spans 18,000 acres. A full buildout of Apex is anticipated to pump a quarter of a trillion dollars into the local economy over the next 20 years, and numerous businesses already have inquired about buying and leasing land there. In fact, since the Faraday deal was finalized, large companies from California, the Midwest and Europe have shown interest in developing facilities at Apex. Those companies' executives have marveled at North Las Vegas' lean industrial zoning policies and the City's ability to help streamline construction.

Of course, this all is phenomenal news for North Las Vegas (news that is even more historic given these deals were executed during the City's most economically challenging time). But the happenings at Apex and in North Las Vegas in general are equally transformative for the rest of the valley.

The key to any durable economy is diversity. And that is what North Las Vegas is delivering. The City is expanding the region's proven gaming and construction successes by recruiting cutting-edge transportation and technology companies here, organizations that will significantly broaden Southern Nevada's economic base.

That means more jobs for Southern Nevada residents, more homebuyers looking to put down roots, more developers wanting to invest and more retail and service shoppers to spend money. Once the Faraday plant has matured, state officials estimate it will generate an additional $230 million in state general fund revenue and $270 million in local government revenue.

Perhaps more importantly, Faraday's investment in North Las Vegas means an expanded tax base and growing coffers for our school system - to the tune of $260 million in K-12 education revenue over 20 years - a key ingredient for success, given our schools will be tasked with producing the next generation of workers and thinkers.

With all that's going on at Apex, it's no wonder the world is watching - and it is. A recent test demonstration by Hyperloop, for example, attracted scores of international journalists and press coverage around the globe. Such a spotlight only helps the City of North Las Vegas, and all of Southern Nevada, multiply its successes.

Voya Financial

COPPER

L/P Insurance Services
Las Vegas Metro Chamber of Commerce
MassMutual Financial Group
Nevada State Bank
Sherman Howard L.L.C.
Stradling Yocca Carlson & Rauth
Western Insurance Specialties

We appreciate your support!

For information on becoming a "Friend of the League" please click here.

"Friends of the League"

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Wells Fargo

GOLD

CenturyLink
Nevada Rural Housing Authority
Republic Services

SILVER

Charles Abbott & Associates
NV Energy
Voya Financial

COPPER

L/P Insurance Services
Las Vegas Metro Chamber of Commerce
MassMutual Financial Group
Nevada State Bank
Sherman Howard L.L.C.
Stradling Yocca Carlson & Rauth
Western Insurance Specialties

State & Local Legal Center

By: Lisa Soronen, State and Local Legal Center (SLLC), Washington D.C.

Last term the Supreme Court decided six-arguably seven-"big" cases. Five of those big cases impacted local governments in some way. In some of these cases being down a Justice made all the difference-in at least two cases it made no difference at all. Beyond the big cases, the Court decided a number of "bread and butter" issues-qualified immunity, public employment, and Fourth Amendment searches- affecting local governments.

The big cases

In Friedrichs v. California Teachers Association, the Supreme Court issued a 4-4 opinion affirming the lower court's decision to not overrule Abood v. Detroit Board of Education (1977).

In Abood, the Supreme Court held that the First Amendment does not prevent "agency shop" arrangements--where public employees who do not join the union are still required to pay their "fair share" of union dues for collective-bargaining, contract administration, and grievance-adjustment.

In two recent cases in 5-4 opinions written by Justice Alito and joined by the other conservative Justices (including Justice Scalia and Justice Kennedy), the Court was very critical of Abood. The Court heard oral argument in Friedrichs in January before Justice Scalia died, and the five more conservative Justices seemed poised to overrule Abood. Justice Scalia, who ultimately didn't participate in this case, likely would have voted to overrule Abood.

In Reynold v. Sims (1964), the Supreme Court established the principle of "one-person, one-vote" requiring state legislative districts to be apportioned equally.

The question in Evenwel v. Abbott was what population is relevant-total population or voter-eligible population.

The maximum total-population deviation between Texas Senate districts was about 8 percent; the maximum voter-eligible population deviation between districts exceeded 40 percent.

The Court's unanimous opinion concluded Texas may redistrict using total population "based on constitutional history, this Court's decisions, and longstanding practice."

Over the last 25 years the Supreme Court refused to decide this issue at least three times (all the previous cases involved local governments).

We appreciate your support!

For information on becoming a "Friend of the League" please click here.

NLC&M Welcomes a New League Partner

Utility Service Partners, Inc.
Program Administrator

NLC Service Line Warranty Program

The National League of Cities (NLC) Service Line Warranty Program, administered by Utility Service Partners, Inc., offers residents repair protection for in-home plumbing, external sewer and external water lines. The Nevada League of Cities and Municipalities supports the NLC Service Line Warranty Program for Nevada communities for these main reasons:

1. The program educates homeowners as to their service line responsibilities.

2. The added value of the service itself - studies show most homeowners have not set aside funds for unexpected repairs.

3. The program is offered at no cost to the cities, who often receive a share of the revenues collected.

4. It is the only warranty program to market to residents only with the city's permission.

5. It is the only warranty

The Supreme Court split 4-4 in United States v. Texas on whether the President's deferred action immigration program violates federal law.
As a result, the Fifth Circuit's nationwide temporary stay of the program remains in effect.

The Deferred Action for Parents of Americans (DAPA) program allows certain undocumented immigrants who have lived in the United States for five years, and either came here as children or already have children who are U.S. citizens or permanent residents, to lawfully stay and work temporarily in the United States.

The National League of Cities and the U.S. Conference of Mayors joined an amicus brief in this case supporting the United States.

In Fisher v. University of Texas at Austin, the Court ruled 4-3 that the University of Texas at Austin's race-conscious admissions program is constitutional.

Per Texas's Top Ten Percent Plan, the top ten percent of Texas high school graduates are automatically admitted to UT Austin, filling up to 75 percent of the class. Other students are admitted based on a combination of their grades, test scores, and "personal achievement index." Race is considered as one factor in one of the two components of an applicant's "personal achievement index."
The Court rejected Abigail Fisher's argument that the university's use of race is unnecessary. This is the first time an education institution has won an affirmative action case since Grutter v. Bollinger (2003).

In McDonnell v. United States, the Court unanimously reversed former Virginia Governor Robert McDonnell's federal bribery conviction.

While in office McDonnell accepted more than $175,000 in loans, gifts, and other benefits from Jonnie Williams. Williams wanted a Virginia state university to test a dietary supplement, Anatabloc, his company had developed.

The federal government claimed McDonnell committed at least five "official acts" of bribery, including arranging for Williams to meet with Virginia government officials and hosting and attending events at the Governor's mansion designed to encourage Virginia university researchers to study Anatabloc.

The Court held that setting up meetings, calling other public officials, and hosting events do not alone qualify as "official acts."

The lower court will decide whether charges against McDonnell should be dismissed based on its new definition of "official acts" or whether McDonnell should receive a new trial.

Bread and butter cases

Local government officials can be sued for money damages in their individual capacity if they violate a person's constitutional rights. Qualified immunity protects government officials from such lawsuits where the law

program endorsed by the National League of Cities.

The NLC Service Line Warranty Program partners with more than 300 cities in North America and has helped more than 100,000 homeowners save over $64 million in service line repair costs.

To learn more about this unique program and how it can bring revenue and peace of mind to your community, please contact Mike Madden at mmadden@utilitysp.net or 407-616-2239 for more information.

Specialty Vehicle Solutions at the Best Government Pricing

We are excited to announce that Farber Specialty Vehicles has been awarded a multi-year contract to provide Specialty Vehicles, Equipment and Accessories and any Related Equipment, Supplies and Services. The contract was awarded through a competitive solicitation process conducted by lead public agency, Port of Portland, Oregon. The contract term is for three (3) years with a start date of June 1, 2016, with the option to extend the contract for two (2) additional periods of one year each.

Through this contract, agencies will have access to top-notch engineering, talented construction personnel and an elite service department dedicated to world-class service that provides:

* Mobile Police & Fire Command Centers, Crime Scene, SWAT, HAZMAT, Bomb Units, DUI-BAT

* Mobile Medical, Dental Screening, Mammography Screening,

they violated isn't "clearly established."

In Mullenix v. Luna, Israel Leija Jr. led officers on an 18-minute chase at speeds between 85 and 110 miles an hour after officers tried to arrest him. Leija called police twice saying he had a gun and would shoot police officers if they did not abandon their pursuit. While officers set up spike strips under an overpass, Officer Mullenix decided to shoot at Leija's car to disable it.

Officer Mullenix killed Leija but not disabling his vehicle. Leija's estate sued Officer Mullenix claiming that he violated the Fourth Amendment by using excessive force.

The Court concluded Officer Mullenix should be granted qualified immunity, stating: "Given Leija's conduct, we cannot say that only someone 'plainly incompetent' or who 'knowingly violate[s] the law' would have perceived a sufficient threat and acted as Mullenix did."

In Heffernan v. City of Paterson, New Jersey,* the Court held 6-2 that a public employer violates the First Amendment when it acts on a mistaken belief that an employee engaged in First Amendment protected political activity.

Police officer Jeffery Heffernan worked in the office of the police chief. The mayor was running for reelection against a friend of Heffernan's, Lawrence Spagnola. Heffernan was demoted after another member of the police force saw Heffernan picking up a Spagnola yard sign and talking to the Spagnola campaign manager and staff. Heffernan was picking up the sign for his bedridden mother.

The Court agreed that Heffernan has a First Amendment claim even though he engaged in no political activity protected by the First Amendment, because the City's motive was to retaliate against him for political activity.

A police officer stopped Edward Streiff after he left a suspected drug house. The officer discovered Streiff had an outstanding warrant, searched him (legally), and discovered he was carrying illegal drugs.

The Court held 5-3 in Utah v. Strieff that even though the initial stop was illegal, the drug evidence could be admissible against Streiff in a trial.

The Court first concluded that the discovery of a valid, pre-existing, untainted arrest warrant triggered the attenuation doctrine, which is an exception to the exclusionary rule. The Court then concluded that the discovery of the warrant "was [a] sufficient intervening [attenuating] event to break the causal chain" between the unlawful stop and the discovery of drugs.

In Birchfield v. North Dakota,* the Court held 5-3 that states may criminalize an arrestee's refusal to take a warrantless breath test. If states criminalize the refusal to take a blood test, police must obtain a warrant.

Per the search-incident-to-arrest exception to the Fourth Amendment, police officers are allowed to search an arrestee's person, without first obtaining a warrant, to protect officer safety or evidence. To determine if this exception applies, the Court weighed the degree to which the search "intrudes upon

Audiology

* Mobile Classrooms, STEM Labs, Laboratories, Computer Labs

* Book Mobiles

* Custom Design

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Sarah Lindsay & Kelly Boggs
Email: uscommunities@naco.org
Phone: 202-942-4290
U.S. Communities Government Purchasing Alliance
| www.uscommunities.org

an individual's privacy" with the need to promote "legitimate government interests."

The Court concluded the privacy intrusion of breath tests was minimal but the privacy intrusion of blood tests was not.

What's next?

The Supreme Court has accepted three cases of interest to local governments to be decided in its 2016-2017 term. The issue in Wells Fargo v. City of Miami and Bank of America v. City of Miami is whether cities have standing to sue banks under the Fair Housing Act over loses cities have experienced caused by discriminatory lending practices. In Manuel v. City of Joliet the Court will decide whether it is possible to bring malicious prosecution claims under the Fourth Amendment possible. The question in Murr v. Wisconsin is whether merger provisions in state law and local ordinances, where nonconforming, adjacent lots under common ownership are combined for zoning purposes, may result in the unconstitutional taking of property.

STAY CONNECTED

Nevada League of Cities & Municipalities, 310 S. Curry Street, Carson City, NV 89703

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MEMORANDUM

Town of Gardnerville

Marie Nicholson
OFFICE ASSISTANT SENIOR

TO: Tom Dallaire

FROM: Marie Nicholson

SUBJECT: Appreciation for Health and Sanitation Staff

DATE: 7/29/16

Hi Tom,

Edith Bays has called the town office a number of times this summer to arrange for emptying of the clean-up dumpster at her home. She has told me repeatedly how great the trash truck drivers have been to work with, stressing how very nice and helpful they have been as she's prepared her home for sale. She really appreciates all their help and kindness.

Marie

MEMORANDUM

Town of Gardnerville

Marie Nicholson
OFFICE ASSISTANT SENIOR

TO: Tom Dallaire

FROM: Marie Nicholson

SUBJECT: Appreciation for Parks and Public Works Staff

DATE: 8/2/16

Hi Tom,

I was at the Movies in the Park event at Heritage Park on 7/29/16, and I was so impressed with our staff! The crowd doesn't realize all the effort that is put into setting up the movie equipment and making sure that things run smoothly. But they did notice when there was a glitch in the movie and some people were not particularly polite in their response. Town staff did a great job of quickly solving the problem and succinctly explaining the problem and solution to the crowd. It was a very enjoyable evening thanks to their efficient work, troubleshooting, and communication skills. And I just want to say thank you!

Marie

Marie

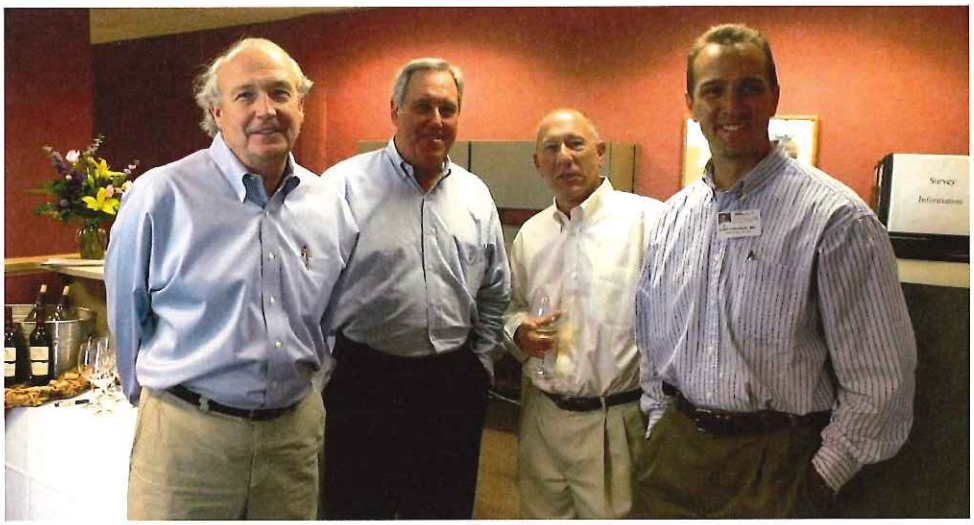
PUBLIC WORKSHOPS
STORMWATER MANAGEMENT
FOR A CLEAN COMMUNITY

DATE	TIME	LOCATION
Sept. 12, 2016	6-8:00 pm	Genoa Town Hall, 2287 Main Street, Genoa NV 89411
Sept. 13, 2016	6-8:00 pm	Johnson Lane Fire Station #6, 1450 Stephanie Way Minden, NV 89423
Sept. 14, 2016	6-8:00 pm	Douglas County Community and Senior Center Dining Room. 1329 Waterloo Lane Gardnerville, NV 89410
Sept. 19, 2016	6-8:00 pm	Kahle Community Center-Tallac Conference Room 236 Kingsbury Grade Rd, Stateline, NV 89449
Sept. 20, 2016	6-8:00 pm	TRE Community Center, 3939 Carter way TRE, NV 89444
Sept. 21, 2016	6-8:00 pm	Fish Springs Fire Station #9, 2249 Fish Springs Rd. Gardnerville, NV 89410

Douglas County is hosting a series of public outreach meetings to discuss stormwater issues specific to geographic areas in Douglas County and to explain how a stormwater management program and utility fee might work. A presentation will be given at each meeting and will include recommendations from the Citizen's Food Task Force, examples of how a stormwater management program could work, and staff will be collecting public input. For more information visit *www.douglascountynv* and click on the stormwater icon.

1-11

Follow Us on Twitter and Facebook! #dcstormwater



The Business Council is a nonprofit association of business owners & industry leaders that have worked tirelessly on supporting and protecting one of the most beautiful areas in the United States, while striving for a diverse, sustainable and healthy economy.

As a businessperson managing a business in Douglas County or Northern Nevada, you can join the Council and discover how you can participate in building prosperity for yourself, your community and future generations.

The Business Council authors a weekly update on relevant topics, government meetings and votes, pending projects, and hard hitting news.

The General membership meets monthly for breakfast with the latest updates and speakers on hot topics you need to know. Never a Charge. Meetings are open to members and their invited guests.

The Economic pivot

Critical Issues Conference 2016

September 29, 2016 • 7:00 a.m. to 1:00 p.m. • Carson Valley Inn • Minden, NV

The Annual Critical Issues Conference is the hallmark of the Business Council. Members & Community Leaders come together to network, learn, plan and grow. Exhibits are open during meals & breaks.

Click to Reserve your Seat

Reservations

1-12

Nevada League of Cities & Municipalities
Annual Conference

Nugget Hotel, Sparks NV
October 11-14, 2016

Sparking Ideas to Inspire the Future

Tentative Schedule

Tuesday, October 11th (early evening)

"Friends of the League" Appreciation Reception

Wednesday, October 12th

POWER I, II and III Training – (all day)

Golf Tournament – (10:00 a.m. shotgun start)
Red Hawk Golf and Resort
6600 N Wingfield Pkwy

Affiliate Group Meetings

Welcoming Reception (early evening)
O'Cleary's Irish Pub
1330 Scheels Drive

Thursday, October 13th – (all day)

Continental Breakfast

Opening Ceremonies and General Session

Keynote Speaker – Mr. Roger Brooks

Roger has worked with nearly a thousand communities, as well as many states, provinces, national parks, and countries in their branding, product development and marketing efforts. And beyond the public sector, Roger has worked with trade associations and businesses in the lodging, retail, and restaurant industries as well as attractions, tour operators and providers, marketing agencies, and the travel media. He is the go-to expert for anyone with ties to the travel Industry or in downtown development where most travel spending takes place.

Lunch

Educational Sessions
Panel Discussions on Topics Including Housing, Volunteerism, Local Government Revenues, and Health Care, Insurance and Medicaid

Host City Reception (early evening)
Sparks Marina Park
300 Howard Dr.

Continued on the next page.

Sparking Ideas to Inspire the Future

Tentative Schedule *continued*

Friday, October 14th – (all day)

Continental Breakfast

Educational Sessions

"Future of Transportation"
"Local Government Autonomy"

General Session

Banquet Lunch/Awards and Recognition

Annual Membership Meeting

Closing Reception
Sparks Heritage Museum and Cultural Center
814 Victorian Avenue

Register Now
Early registration ends August 29th!

Hotel Reservations

Contact the League office for sponsorship opportunities!
775-882-2121

Gardnerville Town Board

AGENDA ACTION SHEET

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: Carol Louthan

4. **Meeting Date: September 6, 2016**

5. **Time Requested:** N/A

6. **Agenda: ☑ Consent ☐ Administrative**

7. **Background Information:**

Trash (July figures)

Residential Accounts	*1788*
Commercial Accounts	*224*
Green Waste Accounts	*1333*
Cleanup Dumpsters	*13*
X-cans	*393*
# of new residential accounts	*20 accts transferred to new owners*
# of new commercial accounts	*1 Restyle – 1459 Hwy 395*
Minimum User Accounts	*33*
Total tons of trash	*322.46*
Total tons of Greenwaste	*35.49*

Credit Cards (July figures)

Total Amount	$22,597.44	
Total Transactions	279	
Visa Debit	121	$8,707.12
Visa	29	$10,053.92
Mastercard Debit	3	$295.80
Mastercard	22	$2,050.90
ACH/E Check	22	$1489.70

8. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
9. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Gardnerville Town Board

AGENDA ACTION SHEET

1. **<u>For Possible Action:</u> Approve August 2016 claims.**

2. **Recommended Motion: Approve as submitted**
   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

   Prepared by: Carol Louthan

4. **Meeting Date: September 6, 2016** **Time Requested:** N/A

5. **Agenda: ☑ Consent ☐ Administrative**

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

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

8. **Board Action:**

   ☐ **Approved** ☐ **Approved with Modifications**
   ☐ **Denied** ☐ **Continued**

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **510.150 - Board Compensation**										
4288 - Higuera Lloyd W	8/16 BOARD	G'VILLE	Paid by Check # 652180		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
24008 - Jones Cassandra Esq	8/16 BOARD	G'VILLE	Paid by Check # 652192		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
28960 - Miller Kenneth	8/16 BOARD	G'VILLE	Paid by Check # 652210		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
2969 - Slater Linda	8-16 BOARD	G'VILLE	Paid by Check # 652281		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
			Account **510.150 - Board Compensation** Totals				Invoice Transactions 4			$1,000.00
Account **511.201 - PEBS-Ret.Medical**										
20219 - NV ST Public Employees	7-16 PREMIUMS	731	Paid by Check # 651998		07/01/2016	07/29/2016	07/29/2016		07/29/2016	9.68
			Account **511.201 - PEBS-Ret.Medical** Totals				Invoice Transactions 1			$9.68
Account **520.055 - Telephone Expense**										
29103 - Frontier	782-7134 7/16	77578271340502795	Paid by Check # 652161		07/16/2016	08/05/2016	08/05/2016		08/05/2016	109.17
29103 - Frontier	782-3856 7/16	77578238560808025	Paid by Check # 652161		07/16/2016	08/05/2016	08/05/2016		08/05/2016	52.96
13097 - Verizon Wireless	9769624214	842011146-00001	Paid by Check # 653076		08/01/2016	08/26/2016	08/26/2016		08/26/2016	277.19
			Account **520.055 - Telephone Expense** Totals				Invoice Transactions 3			$439.32
Account **520.060 - Postage/Po Box Rent**										
26465 - Diamond Printing Inc	10160	G'VILLE	Paid by Check # 651891		07/18/2016	07/29/2016	07/29/2016		07/29/2016	360.55
			Account **520.060 - Postage/Po Box Rent** Totals				Invoice Transactions 1			$360.55
Account **520.072 - Advertising**										
26465 - Diamond Printing Inc	10159	G'VILLE	Paid by Check # 651891		07/18/2016	07/29/2016	07/29/2016		07/29/2016	850.28
			Account **520.072 - Advertising** Totals				Invoice Transactions 1			$850.28
Account **520.084 - Replacement & Repair**										
11625 - Accurate Mobile Locksmith Inc	G'VILLE 8/15/16	G'VILLE	Paid by Check # 652821		08/15/2016	08/26/2016	08/26/2016		08/26/2016	46.00
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions 1			$46.00
Account **520.089 - Power**										
2924 - NV Energy	791804 7-16	791804	Paid by Check # 652464		07/26/2016	08/12/2016	08/12/2016		08/12/2016	222.21
			Account **520.089 - Power** Totals				Invoice Transactions 1			$222.21
Account **520.092 - Heating**										
3021 - Southwest Gas-Las Vegas	0015779022 7-16	2410015779022	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	14.42
3021 - Southwest Gas-Las Vegas	1072224004 7-16	2411072224004	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	15.53

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **520.092 - Heating**										
3021 - Southwest Gas-Las Vegas	1188600002 7-16	2411188600002	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	8.00
				Account **520.092 - Heating** Totals			Invoice Transactions 3			$37.95
Account **520.097 - Maint B&G**										
11985 - Ace Hardware	109171/1	1236	Paid by Check # 652315		07/06/2016	08/12/2016	08/12/2016		08/12/2016	18.88
				Account **520.097 - Maint B&G** Totals			Invoice Transactions 1			$18.88
Account **520.098 - Janitorial Services**										
27347 - A+ Janitorial Service	TOG0716	G'VILLE	Paid by Check # 652580		08/09/2016	08/19/2016	08/19/2016		08/19/2016	150.00
				Account **520.098 - Janitorial Services** Totals			Invoice Transactions 1			$150.00
Account **520.136 - Rents & Leases Equipment**										
4753 - Ricoh USA Inc	97200096	1481234-3433221	Paid by Check # 652017		07/13/2016	07/29/2016	07/29/2016		07/29/2016	165.41
4753 - Ricoh USA Inc	5043654287	16769392	Paid by Check # 652743		08/01/2016	08/19/2016	08/19/2016		08/19/2016	118.94
				Account **520.136 - Rents & Leases Equipment** Totals			Invoice Transactions 2			$284.35
Account **520.169 - EMRB Assessment**										
2401 - NV ST Dept Business/Industry	AA16-338	PAYROLL	Paid by Check # 652470		06/20/2016	08/12/2016	08/12/2016		08/12/2016	81.00
				Account **520.169 - EMRB Assessment** Totals			Invoice Transactions 1			$81.00
Account **520.170 - Memberships**										
160 - American Public Works Assoc	679014 16-17	DALLAIRE	Paid by Check # 651833		07/12/2016	07/29/2016	07/29/2016		07/29/2016	194.00
6961 - Logman	07272016-6	583683	Paid by Check # 652436		07/27/2016	08/12/2016	08/12/2016		08/12/2016	225.00
7358 - Underground Service Alert Inc	16071032	176317	Paid by Check # 652552		07/20/2016	08/12/2016	08/12/2016		08/12/2016	217.43
				Account **520.170 - Memberships** Totals			Invoice Transactions 3			$636.43
Account **520.187 - Internet Expense**										
15887 - Charter Communications	0012509 8/16	8354110060012509	Paid by Check # 652623		08/02/2016	08/19/2016	08/19/2016		08/19/2016	64.99
12997 - Do Co Procurement Program	7-16 NICHOLSON	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	62.50
				Account **520.187 - Internet Expense** Totals			Invoice Transactions 2			$127.49
Account **521.130 - Legal Services**										
10816 - Rowe Hales & Yturbide LLP	26185	G'VILLE	Paid by Check # 652510		07/28/2016	08/12/2016	08/12/2016		08/12/2016	1,030.00
				Account **521.130 - Legal Services** Totals			Invoice Transactions 1			$1,030.00

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Fund **610 - Gardnerville Town**										
Department **921 - Gardnerville Admin**										
Account **533.800 - Office Supplies**										
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	59.00
12997 - Do Co Procurement Program	7-16 LOUTHAN	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	212.20
				Account **533.800 - Office Supplies** Totals			Invoice Transactions	2		$271.20
Account **533.806 - Software**										
16648 - E Squared C Inc	43802	G'VILLE	Paid by Check # 652384		08/02/2016	08/12/2016	08/12/2016		08/12/2016	37.50
				Account **533.806 - Software** Totals			Invoice Transactions	1		$37.50
				Department **921 - Gardnerville Admin** Totals			Invoice Transactions	29		$5,602.84

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Fund **610 - Gardnerville Town**										
Department **923 - Parks & Recreation**										
Account **520.084 - Replacement & Repair**										
18821 - Fastenal Industrial/Cons Suppl	NVMIN56667	NVMIN0011	Paid by Check # 651913		07/05/2016	07/29/2016	07/29/2016		07/29/2016	16.73
18821 - Fastenal Industrial/Cons Suppl	NVMIN56729	NVMIN0011	Paid by Check # 651913		07/06/2016	07/29/2016	07/29/2016		07/29/2016	5.08
11985 - Ace Hardware	109218/1	1236	Paid by Check # 652315		07/07/2016	08/12/2016	08/12/2016		08/12/2016	33.46
13485 - Ahern Rentals Inc	16287508-1	205304	Paid by Check # 652320		07/01/2016	08/12/2016	08/12/2016		08/12/2016	49.57
13485 - Ahern Rentals Inc	16292559-1	205304	Paid by Check # 652320		07/05/2016	08/12/2016	08/12/2016		08/12/2016	30.98
13485 - Ahern Rentals Inc	16309188-1	205304	Paid by Check # 652320		07/08/2016	08/12/2016	08/12/2016		08/12/2016	22.95
13485 - Ahern Rentals Inc	16314889-1	205304	Paid by Check # 652320		07/11/2016	08/12/2016	08/12/2016		08/12/2016	33.75
13485 - Ahern Rentals Inc	16328807-1	205304	Paid by Check # 652320		07/13/2016	08/12/2016	08/12/2016		08/12/2016	8.00
13485 - Ahern Rentals Inc	16331502-1	205304	Paid by Check # 652320		07/14/2016	08/12/2016	08/12/2016		08/12/2016	45.30
3457 - Western Nevada Supply Company	46659911	71273	Paid by Check # 652568		07/01/2016	08/12/2016	08/12/2016		08/12/2016	138.85
726 - Central Systems Electric Inc	199008	TOWNGA	Paid by Check # 652621		07/13/2016	08/19/2016	08/19/2016		08/19/2016	88.00
12198 - O'Reilly Auto Parts	3530-465524	1075650	Paid by Check # 652727		07/19/2016	08/19/2016	08/19/2016		08/19/2016	16.99
				Account **520.084 - Replacement & Repair** Totals				Invoice Transactions	12	$489.66
Account **520.089 - Power**										
2924 - NV Energy	791804 7-16	791804	Paid by Check # 652464		07/26/2016	08/12/2016	08/12/2016		08/12/2016	427.97
				Account **520.089 - Power** Totals				Invoice Transactions	1	$427.97
Account **520.090 - Water**										
2153 - Minden Town of	1862.01 7/16	1862.01	Paid by Check # 652448		07/26/2016	08/12/2016	08/12/2016		08/12/2016	25.55
				Account **520.090 - Water** Totals				Invoice Transactions	1	$25.55
Account **532.001 - Op.Supplies**										
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	693.38
				Account **532.001 - Op.Supplies** Totals				Invoice Transactions	1	$693.38
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1260460	8308	Paid by Check # 652156		07/15/2016	08/05/2016	08/05/2016		08/05/2016	186.36

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Fund **610 - Gardnerville Town**										
Department **923 - Parks & Recreation**										
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1269492	8308	Paid by Check # 652655		07/31/2016	08/19/2016	08/19/2016		08/19/2016	58.25
				Account **532.003 - Gas & Oil** Totals			Invoice Transactions 2			$244.61
Account **533.817 - Small Projects**										
5666 - Allied Uniform Sales	3983	G'VILLE	Paid by Check # 652083		07/20/2016	08/05/2016	08/05/2016		08/05/2016	125.60
11985 - Ace Hardware	109255/1	1236	Paid by Check # 652315		07/08/2016	08/12/2016	08/12/2016		08/12/2016	17.98
13485 - Ahern Rentals Inc	16199004-2	205304	Paid by Check # 652320		07/25/2016	08/12/2016	08/12/2016		08/12/2016	(110.52)
3115 - Swank Motion Pictures Inc	2208670	0223170001	Paid by Check # 652538		07/18/2016	08/12/2016	08/12/2016		08/12/2016	678.00
12997 - Do Co Procurement Program	7-16 LOUTHAN	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	122.53
12997 - Do Co Procurement Program	7-16 PLUT	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	129.50
22633 - Sierra Nevada Media Group	7716-07312016	1057644	Paid by Check # 652757		07/31/2016	08/19/2016	08/19/2016		08/19/2016	115.51
3115 - Swank Motion Pictures Inc	RG2215220	0223170001	Paid by Check # 652776		08/01/2016	08/19/2016	08/19/2016		08/19/2016	528.00
31624 - Splash Dogs Inc	8-16 DOCK JUMP	G'VILLE	Paid by Check # 652817		08/05/2016	08/26/2016	08/26/2016		08/26/2016	1,500.00
				Account **533.817 - Small Projects** Totals			Invoice Transactions 9			$3,106.60
				Department **923 - Parks & Recreation** Totals			Invoice Transactions 26			$4,987.77

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Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **520.084 - Replacement & Repair**										
18821 - Fastenal Industrial/Cons Suppl	NVMIN56667	NVMIN0011	Paid by Check # 651913		07/05/2016	07/29/2016	07/29/2016		07/29/2016	25.10
18821 - Fastenal Industrial/Cons Suppl	NVMIN56729	NVMIN0011	Paid by Check # 651913		07/06/2016	07/29/2016	07/29/2016		07/29/2016	7.62
14747 - Home Depot (Gville)	5240818	6035322502697513	Paid by Check # 651944		07/12/2016	07/29/2016	07/29/2016		07/29/2016	1,339.23
11985 - Ace Hardware	109421/1	1236	Paid by Check # 652315		07/14/2016	08/12/2016	08/12/2016		08/12/2016	31.76
11985 - Ace Hardware	109834/1	1236	Paid by Check # 652315		07/29/2016	08/12/2016	08/12/2016		08/12/2016	9.98
13485 - Ahern Rentals Inc	16314889-1	205304	Paid by Check # 652320		07/11/2016	08/12/2016	08/12/2016		08/12/2016	33.75
13485 - Ahern Rentals Inc	16328807-1	205304	Paid by Check # 652320		07/13/2016	08/12/2016	08/12/2016		08/12/2016	462.84
13485 - Ahern Rentals Inc	16331502-1	205304	Paid by Check # 652320		07/14/2016	08/12/2016	08/12/2016		08/12/2016	9.74
13485 - Ahern Rentals Inc	16368348-1	205304	Paid by Check # 652320		07/22/2016	08/12/2016	08/12/2016		08/12/2016	279.99
13485 - Ahern Rentals Inc	16368348-2	205304	Paid by Check # 652320		07/22/2016	08/12/2016	08/12/2016		08/12/2016	(279.99)
13485 - Ahern Rentals Inc	16368372-1	205304	Paid by Check # 652320		07/22/2016	08/12/2016	08/12/2016		08/12/2016	258.99
2510 - Parts House	688278	4170	Paid by Check # 652488		07/15/2016	08/12/2016	08/12/2016		08/12/2016	7.42
2510 - Parts House	688279	4170	Paid by Check # 652488		07/15/2016	08/12/2016	08/12/2016		08/12/2016	96.99
12997 - Do Co Procurement Program	7-16 LACOST	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	73.91
12997 - Do Co Procurement Program	7-16 PLUT	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	477.95
5059 - Hydraulic Industrial Services Inc	30800	G'VILLE	Paid by Check # 652670		07/28/2016	08/19/2016	08/19/2016		08/19/2016	434.97
12198 - O'Reilly Auto Parts	3530-463996	1075650	Paid by Check # 652727		07/11/2016	08/19/2016	08/19/2016		08/19/2016	5.99
9161 - Wholesale Direct Inc	000222441	G'VILLE	Paid by Check # 652812		08/02/2016	08/19/2016	08/19/2016		08/19/2016	719.02
			Account **520.084 - Replacement & Repair** Totals					Invoice Transactions 18		$3,995.26
Account **520.095 - Street Lights**										
2924 - NV Energy	791804 7-16	791804	Paid by Check # 652464		07/26/2016	08/12/2016	08/12/2016		08/12/2016	6,129.95
			Account **520.095 - Street Lights** Totals					Invoice Transactions 1		$6,129.95

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Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **520.103 - Maint Road**										
11985 - Ace Hardware	109260/1	1236	Paid by Check # 652315		07/08/2016	08/12/2016	08/12/2016		08/12/2016	15.97
11985 - Ace Hardware	109295/1	1236	Paid by Check # 652315		07/11/2016	08/12/2016	08/12/2016		08/12/2016	4.99
11985 - Ace Hardware	109507/1	1236	Paid by Check # 652315		07/18/2016	08/12/2016	08/12/2016		08/12/2016	12.99
11985 - Ace Hardware	109623/1	1236	Paid by Check # 652315		07/21/2016	08/12/2016	08/12/2016		08/12/2016	18.98
2121 - Meeks Lumber	965840	06G1570	Paid by Check # 652445		07/22/2016	08/12/2016	08/12/2016		08/12/2016	52.22
8692 - Silver State Barricade Inc	87268	G'VILLE	Paid by Check # 652522		07/25/2016	08/12/2016	08/12/2016		08/12/2016	1,564.32
				Account **520.103 - Maint Road** Totals			Invoice Transactions	6		$1,669.47
Account **532.001 - Op.Supplies**										
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	693.39
				Account **532.001 - Op.Supplies** Totals			Invoice Transactions	1		$693.39
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1260460	8308	Paid by Check # 652156		07/15/2016	08/05/2016	08/05/2016		08/05/2016	224.52
3814 - Flyers Energy LLC	CFS1269492	8308	Paid by Check # 652655		07/31/2016	08/19/2016	08/19/2016		08/19/2016	148.22
				Account **532.003 - Gas & Oil** Totals			Invoice Transactions	2		$372.74
Account **532.019 - Storm Drain Maintenance**										
2549 - Dallaire Tom-Petty Cash	8-16 G'VILLE2	PETTY CASH	Paid by Check # 652888		08/11/2016	08/26/2016	08/26/2016		08/26/2016	5.00
				Account **532.019 - Storm Drain Maintenance** Totals			Invoice Transactions	1		$5.00
Account **532.028 - Uniforms**										
10314 - Work World Inc	48300	G'VILLE	Paid by Check # 652069		07/09/2016	07/29/2016	07/29/2016		07/29/2016	97.95
5785 - Alsco Inc	LREN1162063	000330	Paid by Check # 652086		07/05/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1164329	000330	Paid by Check # 652086		07/12/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1166558	000330	Paid by Check # 652086		07/19/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1168782	000330	Paid by Check # 652086		07/26/2016	08/05/2016	08/05/2016		08/05/2016	4.39
30870 - Mallory Safety & Supply LLC	4110755	87639	Paid by Check # 652203		07/08/2016	08/05/2016	08/05/2016		08/05/2016	58.55
30870 - Mallory Safety & Supply LLC	4117080	87639	Paid by Check # 652203		07/21/2016	08/05/2016	08/05/2016		08/05/2016	43.98

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Fund **610 - Gardnerville Town**										
Department **926 - Other Public Works**										
Account **532.028 - Uniforms**										
4287 - Red Wing Shoe Store	000000007-066	G'VILLE	Paid by Check # 652501		07/27/2016	08/12/2016	08/12/2016		08/12/2016	83.12
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	101.78
5666 - Allied Uniform Sales	3996	G'VILLE	Paid by Check # 652834		08/11/2016	08/26/2016	08/26/2016		08/26/2016	290.50
10314 - Work World Inc	48061	G'VILLE	Paid by Check # 653087		07/31/2016	08/26/2016	08/26/2016		08/26/2016	196.44
				Account **532.028 - Uniforms** Totals			Invoice Transactions 11			$889.88
Account **562.000 - Capital Projects**										
20313 - Ticor Title Co	8-16 GILMAN/EZEL	G'VILLE/DOWN PMT	Paid by Check # 652291		07/11/2016	08/05/2016	08/05/2016		08/05/2016	100,000.00
2012 - Lumos and Associates Inc	92417	8939.000	Paid by Check # 652438		07/28/2016	08/12/2016	08/12/2016		08/12/2016	2,490.00
2702 - Resource Concepts Inc	16-00899	G'VILLE	Paid by Check # 652504		07/26/2016	08/12/2016	08/12/2016		08/12/2016	3,667.20
31525 - Bramco Construction Corp	7228	G'VILLE	Paid by Check # 652610		08/05/2016	08/19/2016	08/19/2016		08/19/2016	832.17
6254 - NV ST Div Of Enviro Protection	PFI-17963	2-000007/G'VILLE	Paid by Check # 652719		08/04/2016	08/19/2016	08/19/2016		08/19/2016	300.00
23765 - Great Basin Lighting Inc	8584	G'VILLE	Paid by Check # 652927		08/09/2016	08/26/2016	08/26/2016		08/26/2016	7,146.00
5189 - R O Anderson Engineering Inc	38073	1393-018-16/G'VILLE	Paid by Check # 653007		07/18/2016	08/26/2016	08/26/2016		08/26/2016	1,520.00
				Account **562.000 - Capital Projects** Totals			Invoice Transactions 7			$115,955.37
				Department **926 - Other Public Works** Totals			Invoice Transactions 47			$129,711.06
				Fund **610 - Gardnerville Town** Totals			Invoice Transactions 102			$140,301.67

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Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **510.150 - Board Compensation**										
4288 - Higuera Lloyd W	8/16 BOARD	G'VILLE	Paid by Check # 652180		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
24008 - Jones Cassandra Esq	8/16 BOARD	G'VILLE	Paid by Check # 652192		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
28960 - Miller Kenneth	8/16 BOARD	G'VILLE	Paid by Check # 652210		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
2969 - Slater Linda	8-16 BOARD	G'VILLE	Paid by Check # 652281		07/28/2016	08/05/2016	08/05/2016		08/05/2016	250.00
			Account **510.150 - Board Compensation** Totals				Invoice Transactions 4			$1,000.00
Account **516.120 - Contract Salaries**										
21697 - Blue Ribbon Personnel Services	38250	653202	Paid by Check # 651847		07/15/2016	07/29/2016	07/29/2016		07/29/2016	656.75
21697 - Blue Ribbon Personnel Services	38386	653202	Paid by Check # 652101		07/22/2016	08/05/2016	08/05/2016		08/05/2016	740.00
21697 - Blue Ribbon Personnel Services	38528	953202	Paid by Check # 652339		07/29/2016	08/12/2016	08/12/2016		08/12/2016	740.00
21697 - Blue Ribbon Personnel Services	38666	653202	Paid by Check # 652608		08/05/2016	08/19/2016	08/19/2016		08/19/2016	740.00
21697 - Blue Ribbon Personnel Services	38810	653202	Paid by Check # 652849		08/12/2016	08/26/2016	08/26/2016		08/26/2016	740.00
			Account **516.120 - Contract Salaries** Totals				Invoice Transactions 5			$3,616.75
Account **520.055 - Telephone Expense**										
29103 - Frontier	782-7134 7/16	77578271340502795	Paid by Check # 652161		07/16/2016	08/05/2016	08/05/2016		08/05/2016	109.16
29103 - Frontier	782-3856 7/16	77578238560808025	Paid by Check # 652161		07/16/2016	08/05/2016	08/05/2016		08/05/2016	52.96
13097 - Verizon Wireless	9769624214	842011146-00001	Paid by Check # 653076		08/01/2016	08/26/2016	08/26/2016		08/26/2016	277.19
			Account **520.055 - Telephone Expense** Totals				Invoice Transactions 3			$439.31
Account **520.060 - Postage/Po Box Rent**										
26465 - Diamond Printing Inc	10160	G'VILLE	Paid by Check # 651891		07/18/2016	07/29/2016	07/29/2016		07/29/2016	360.55
			Account **520.060 - Postage/Po Box Rent** Totals				Invoice Transactions 1			$360.55
Account **520.072 - Advertising**										
26465 - Diamond Printing Inc	10159	G'VILLE	Paid by Check # 651891		07/18/2016	07/29/2016	07/29/2016		07/29/2016	850.28
			Account **520.072 - Advertising** Totals				Invoice Transactions 1			$850.28
Account **520.084 - Replacement & Repair**										
18821 - Fastenal Industrial/Cons Suppl	NVMIN56667	NVMIN0011	Paid by Check # 651913		07/05/2016	07/29/2016	07/29/2016		07/29/2016	25.09
18821 - Fastenal Industrial/Cons Suppl	NVMIN56729	NVMIN0011	Paid by Check # 651913		07/06/2016	07/29/2016	07/29/2016		07/29/2016	7.63

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.084 - Replacement & Repair**										
1957 - Lawson Products Inc	9304228157	10228446	Paid by Check # 651967		07/13/2016	07/29/2016	07/29/2016		07/29/2016	75.05
11985 - Ace Hardware	109089/1	1236	Paid by Check # 652315		07/01/2016	08/12/2016	08/12/2016		08/12/2016	43.09
11985 - Ace Hardware	109450/1	1236	Paid by Check # 652315		07/15/2016	08/12/2016	08/12/2016		08/12/2016	214.96
11985 - Ace Hardware	109500/1	1236	Paid by Check # 652315		07/18/2016	08/12/2016	08/12/2016		08/12/2016	34.88
13485 - Ahern Rentals Inc	16331502-1	205304	Paid by Check # 652320		07/14/2016	08/12/2016	08/12/2016		08/12/2016	9.74
2510 - Parts House	687085	4170	Paid by Check # 652488		07/08/2016	08/12/2016	08/12/2016		08/12/2016	100.88
26482 - Peterbilt Truck Parts & Eq LLC	7060015	365290	Paid by Check # 652494		06/28/2016	08/12/2016	08/12/2016		08/12/2016	6.89
26482 - Peterbilt Truck Parts & Eq LLC	7059863	365290	Paid by Check # 652494		06/27/2016	08/12/2016	08/12/2016		08/12/2016	129.18
15174 - Purcell Tire Co Inc	26480202	264475	Paid by Check # 652496		07/27/2016	08/12/2016	08/12/2016		08/12/2016	1,456.00
12198 - O'Reilly Auto Parts	3530-462111	1075650	Paid by Check # 652727		07/01/2016	08/19/2016	08/19/2016		08/19/2016	22.70
12198 - O'Reilly Auto Parts	3530-462126	1075650	Paid by Check # 652727		07/01/2016	08/19/2016	08/19/2016		08/19/2016	26.72
12198 - O'Reilly Auto Parts	3530-462129	1075650	Paid by Check # 652727		07/01/2016	08/19/2016	08/19/2016		08/19/2016	(26.72)
12198 - O'Reilly Auto Parts	3530-463976	1075650	Paid by Check # 652727		07/11/2016	08/19/2016	08/19/2016		08/19/2016	13.90
12198 - O'Reilly Auto Parts	3530-464210	1075650	Paid by Check # 652727		07/12/2016	08/19/2016	08/19/2016		08/19/2016	13.80
12198 - O'Reilly Auto Parts	3530-464212	1075650	Paid by Check # 652727		07/12/2016	08/19/2016	08/19/2016		08/19/2016	13.80
12198 - O'Reilly Auto Parts	3530-464792	1075650	Paid by Check # 652727		07/15/2016	08/19/2016	08/19/2016		08/19/2016	15.98
12198 - O'Reilly Auto Parts	3530-464831	1075650	Paid by Check # 652727		07/15/2016	08/19/2016	08/19/2016		08/19/2016	18.48
12198 - O'Reilly Auto Parts	3530-465835	1075650	Paid by Check # 652727		07/20/2016	08/19/2016	08/19/2016		08/19/2016	575.65
12198 - O'Reilly Auto Parts	3530-465976	1075650	Paid by Check # 652727		07/21/2016	08/19/2016	08/19/2016		08/19/2016	7.86
12198 - O'Reilly Auto Parts	3530-466204	1075650	Paid by Check # 652727		07/22/2016	08/19/2016	08/19/2016		08/19/2016	6.99
12198 - O'Reilly Auto Parts	3530-466760	1075650	Paid by Check # 652727		07/25/2016	08/19/2016	08/19/2016		08/19/2016	209.44
12198 - O'Reilly Auto Parts	3530-466784	1075650	Paid by Check # 652727		07/25/2016	08/19/2016	08/19/2016		08/19/2016	105.92

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.084 - Replacement & Repair**										
12198 - O'Reilly Auto Parts	3530-466787	1075650	Paid by Check # 652727		07/25/2016	08/19/2016	08/19/2016		08/19/2016	55.97
12198 - O'Reilly Auto Parts	3530-466788	1075650	Paid by Check # 652727		07/25/2016	08/19/2016	08/19/2016		08/19/2016	492.24
12198 - O'Reilly Auto Parts	3530-467006	1075650	Paid by Check # 652727		07/26/2016	08/19/2016	08/19/2016		08/19/2016	123.95
12198 - O'Reilly Auto Parts	3530-467207	1075650	Paid by Check # 652727		07/27/2016	08/19/2016	08/19/2016		08/19/2016	10.60
11625 - Accurate Mobile Locksmith Inc	G'VILLE 8/15/16	G'VILLE	Paid by Check # 652821		08/15/2016	08/26/2016	08/26/2016		08/26/2016	46.00
1957 - Lawson Products Inc	9304291005	10228446	Paid by Check # 652957		08/10/2016	08/26/2016	08/26/2016		08/26/2016	12.92
			Account **520.084 - Replacement & Repair** Totals				Invoice Transactions 30			$3,849.59
Account **520.089 - Power**										
2924 - NV Energy	791804 7-16	791804	Paid by Check # 652464		07/26/2016	08/12/2016	08/12/2016		08/12/2016	242.96
			Account **520.089 - Power** Totals				Invoice Transactions 1			$242.96
Account **520.092 - Heating**										
3021 - Southwest Gas-Las Vegas	0015779022 7-16	2410015779022	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	14.42
3021 - Southwest Gas-Las Vegas	1072224004 7-16	2411072224004	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	15.53
3021 - Southwest Gas-Las Vegas	1188600002 7-16	2411188600002	Paid by Check # 652038		07/15/2016	07/29/2016	07/29/2016		07/29/2016	24.00
			Account **520.092 - Heating** Totals				Invoice Transactions 3			$53.95
Account **520.097 - Maint B&G**										
11985 - Ace Hardware	109171/1	1236	Paid by Check # 652315		07/06/2016	08/12/2016	08/12/2016		08/12/2016	18.88
			Account **520.097 - Maint B&G** Totals				Invoice Transactions 1			$18.88
Account **520.098 - Janitorial Services**										
27347 - A+ Janitorial Service	TOG0716	G'VILLE	Paid by Check # 652580		08/09/2016	08/19/2016	08/19/2016		08/19/2016	150.00
			Account **520.098 - Janitorial Services** Totals				Invoice Transactions 1			$150.00
Account **520.107 - Maint Equip**										
8808 - Otto Environmental Systems NA Inc	OTTO5344349	S002418/G'VILLE	Paid by Check # 652484		07/26/2016	08/12/2016	08/12/2016		08/12/2016	24,400.00
7198 - Consolidated Fabricators	180488	TOWN01	Paid by Check # 652881		08/05/2016	08/26/2016	08/26/2016		08/26/2016	15,024.00
			Account **520.107 - Maint Equip** Totals				Invoice Transactions 2			$39,424.00
Account **520.136 - Rents & Leases Equipment**										
4753 - Ricoh USA Inc	97200096	1481234-3433221	Paid by Check # 652017		07/13/2016	07/29/2016	07/29/2016		07/29/2016	165.41

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **520.136 - Rents & Leases Equipment**										
4753 - Ricoh USA Inc	5043654287	16769392	Paid by Check # 652743		08/01/2016	08/19/2016	08/19/2016		08/19/2016	118.94
Account **520.136 - Rents & Leases Equipment** Totals						Invoice Transactions 2				$284.35
Account **520.187 - Internet Expense**										
15887 - Charter Communications	0012509 8/16	8354110060012509	Paid by Check # 652623		08/02/2016	08/19/2016	08/19/2016		08/19/2016	64.99
12997 - Do Co Procurement Program	7-16 NICHOLSON	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	62.50
Account **520.187 - Internet Expense** Totals						Invoice Transactions 2				$127.49
Account **520.197 - Landfill Expense**										
15853 - Carson City Landfill	228079 7-16	228079	Paid by Check # 652353		08/01/2016	08/12/2016	08/12/2016		08/12/2016	16,389.06
9016 - Douglas Disposal Inc	40990612 7/16	40990612	Paid by Check # 652644		08/01/2016	08/19/2016	08/19/2016		08/19/2016	3,518.19
Account **520.197 - Landfill Expense** Totals						Invoice Transactions 2				$19,907.25
Account **521.135 - Legal-Collection Cost**										
2549 - Dallaire Tom-Petty Cash	8-16 G'VILLE	PETTY CASH	Paid by Check # 652375		08/02/2016	08/12/2016	08/12/2016		08/12/2016	29.00
2248 - National Business Factors Inc	7-16 G'VILLE	G'VILLE	Paid by Check # 652712		07/26/2016	08/19/2016	08/19/2016		08/19/2016	57.86
Account **521.135 - Legal-Collection Cost** Totals						Invoice Transactions 2				$86.86
Account **532.003 - Gas & Oil**										
3814 - Flyers Energy LLC	CFS1260460	8308	Paid by Check # 652156		07/15/2016	08/05/2016	08/05/2016		08/05/2016	838.97
3814 - Flyers Energy LLC	CFS1269492	8308	Paid by Check # 652655		07/31/2016	08/19/2016	08/19/2016		08/19/2016	773.40
Account **532.003 - Gas & Oil** Totals						Invoice Transactions 2				$1,612.37
Account **532.028 - Uniforms**										
10314 - Work World Inc	48300	G'VILLE	Paid by Check # 652069		07/09/2016	07/29/2016	07/29/2016		07/29/2016	97.94
5785 - Alsco Inc	LREN1162063	000330	Paid by Check # 652086		07/05/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1164329	000330	Paid by Check # 652086		07/12/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1166558	000330	Paid by Check # 652086		07/19/2016	08/05/2016	08/05/2016		08/05/2016	4.39
5785 - Alsco Inc	LREN1168782	000330	Paid by Check # 652086		07/26/2016	08/05/2016	08/05/2016		08/05/2016	4.39
30870 - Mallory Safety & Supply LLC	4110755	87639	Paid by Check # 652203		07/08/2016	08/05/2016	08/05/2016		08/05/2016	58.54

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **611 - Gardnerville Health & San**										
Department **925 - Health & Sanitation**										
Account **532.028 - Uniforms**										
30870 - Mallory Safety & Supply LLC	4117080	87639	Paid by Check # 652203		07/21/2016	08/05/2016	08/05/2016		08/05/2016	43.99
4287 - Red Wing Shoe Store	000000007-066	G'VILLE	Paid by Check # 652501		07/27/2016	08/12/2016	08/12/2016		08/12/2016	83.12
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	101.78
5666 - Allied Uniform Sales	3996	G'VILLE	Paid by Check # 652834		08/11/2016	08/26/2016	08/26/2016		08/26/2016	290.51
10314 - Work World Inc	48061	G'VILLE	Paid by Check # 653087		07/31/2016	08/26/2016	08/26/2016		08/26/2016	196.44
				Account **532.028 - Uniforms** Totals				Invoice Transactions	11	$889.88
Account **533.800 - Office Supplies**										
26465 - Diamond Printing Inc	10232	G'VILLE	Paid by Check # 652637		08/10/2016	08/19/2016	08/19/2016		08/19/2016	529.68
12997 - Do Co Procurement Program	7-16 DALLAIRE	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	59.00
12997 - Do Co Procurement Program	7-16 LOUTHAN	G'VILLE	Paid by Check # 652640		07/27/2016	08/19/2016	08/19/2016		08/19/2016	162.35
				Account **533.800 - Office Supplies** Totals				Invoice Transactions	3	$751.03
Account **533.806 - Software**										
16648 - E Squared C Inc	43802	G'VILLE	Paid by Check # 652384		08/02/2016	08/12/2016	08/12/2016		08/12/2016	37.50
				Account **533.806 - Software** Totals				Invoice Transactions	1	$37.50
				Department **925 - Health & Sanitation** Totals				Invoice Transactions	77	$73,703.00
				Fund **611 - Gardnerville Health & San** Totals				Invoice Transactions	77	$73,703.00

Accounts Payable by G/L Distribution Report

G/L Date Range 07/29/16 - 08/31/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **614 - G'ville Ad Val Cap Proj**										
Department **730 - G'ville Ad Val Cap Proj**										
Account **562.000 - Capital Projects**										
20313 - Ticor Title Co	8*16 GILMAN/EZEL	G'VILLE/DOWN PMT	Paid by Check # 652291		07/11/2016	08/05/2016	08/05/2016		08/05/2016	23,000.00
20313 - Ticor Title Co	01603746RLT	G'VILLE/CLOSING COST	Paid by Check # 652291		08/03/2016	08/05/2016	08/05/2016		08/05/2016	2,000.00
				Account **562.000 - Capital Projects** Totals				Invoice Transactions 2		$25,000.00
				Department **730 - G'ville Ad Val Cap Proj** Totals				Invoice Transactions 2		$25,000.00
				Fund **614 - G'ville Ad Val Cap Proj** Totals				Invoice Transactions 2		$25,000.00
				Grand Totals				Invoice Transactions 181		$239,004.67

* = Prior Fiscal Year Activity

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Approve a town special event application for Austin's House Poker Run Fundraiser scheduled for September 17, 2016 at Heritage Park from 9:00 a.m. to 5:00 p.m., considered to be a Class 1 use per policy.**

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

   Funds Available: ☐ **Yes** ☑ **N/A (requires staff time)**

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016 Time Requested: N/A**

6. **Agenda:** ☑ **Consent** ☐ **Administrative**

Background Information: See attached.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Town of Gardnerville Nevada

Danny Villalobos
CDPE
Broker/Salesperson

Century 21
CLARK PROPERTIES, INC.

1674 Highway 395
Minden, Nevada 89423
Office 775-782-7111
Cell 775-721-7111
Fax 775-782-7165
Email Danny@c21clarkprop.com
www.RealEstateDanny.com

Each Office Independently Owned and Operated

CDPE

Pinnacle 2007-2012

Park Use/Street Closure/Specia
Reservation Form/Release of Liability/
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*): 7/29/16

Organization: AUSTIN'S HOUSE Corporation: Yes____ No ✓
*(If a corporation, a copy of the **Articles of Incorporation must be attached**)*

Contact Person: DANNY VILLALOBOS email: Danny@c21clarkprop.com
Home/Cell Phone: 775-721-7111 Business Phone: 782-7111 Fax: 782-7165
Mailing Address: ____
*(If corporation, attach home or business phone and addresses of **president, vice-president** and **secretary**)*

Requesting: **Heritage Park** ✓ Is request for exclusive use of park: Yes ✓ No ____
If Heritage Park but not exclusive use, describe which area of park is being requested:

Requesting: **Street Closure** Ø Street(s) proposing to be closed: Ø

(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** Ø 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.: AUSTIN'S HOUSE POKER RUN

Event date(s): SEPT. 17, 2016 Event hours (*including set up & tear down*): 10AM - 5PM

This event is: Non-Profit: ✓ 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: AUSTIN'S HOUSE

Number of patrons, customers, spectators, participants, etc. expected to attend on **each day** of the event:
150-200 +-
(Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)

Event Insurance Carrier: TBD. (RENEWED 2-25-16 Phone: 783-9333
*(Certificate of Insurance **must be attached to this application** and must name the Town of Gardnerville as additional insured, and date and location of the event - see Special Event Policy for policy limits)*

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 Applicant: DANIEL VILLAGOS 2/25/16

Signature *Printed Name* *Date*

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

(Town Office Use Only)

Heritage Park:
Usage $25/hr ($300/day max) **Paid $** N/A **Date:** WAIVED
Park Deposit $300 **Paid $** 300- **Date:** 2/29/16
Dumpster $25/each **Paid $**_____ **Date:**_____
Additional Fees/Description **$**_____
Deposit Refunded **Paid $**_____ **Date:**_____ **Facility Reviewed:**_____

Street Closure:
Application Fee $100 **Paid $** N/A **Date:**_____

Scheduled for Town Board Agenda:_____ **Approved:**_____
Scheduled for Douglas County Commissioner Agenda:_____ **Approved:**_____

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/14/2016

PRODUCER

Professional Insurance Agents/Summit Partners Insurance Services
1674 US Hwy 395N Suite 207
Minden, NV 89423
License #83368

THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Daniel Villalobos
1172 Big Jake Ct
Gardnerville, NV 89460-7599

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Philadelphia Indemnity Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

RECEIVED AUG 15 2016

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC	PHPK1389926-2	09/17/2016	9/17/2016	EACH OCCURRENCE	$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurence)	$ 100,000
						MED EXP (Any one person)	$
						PERSONAL & ADV INJURY	$ 1,000,000
						GENERAL AGGREGATE	$ 3,000,000
						PRODUCTS - COMP/OP AGG	$ 3,000,000
							$
		AUTOMOBILE LIABILITY [ ] ANY AUTO [X] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [ ] HIRED AUTOS [ ] NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	$
						BODILY INJURY (Per person)	$
						BODILY INJURY (Per accident)	$
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY [ ] ANY AUTO				AUTO ONLY - EA ACCIDENT	$
						OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY [ ] OCCUR [ ] CLAIMS MADE [ ] DEDUCTIBLE [ ] RETENTION $				EACH OCCURRENCE	$
						AGGREGATE	$
							$
							$
							$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS / OTH-ER	
						E.L. EACH ACCIDENT	$
						E.L. DISEASE - EA EMPLOYEE	$
						E.L. DISEASE - POLICY LIMIT	$
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Certificate Holder is listed as Additional Insured with respect to the Insured occupying the Certificate Holder's Heritage Park facility located at 1447 Courthouse St., Gardnerville, Nevada 89410 for the following event: Austin's House Fundraiser to be held on 9/19/2015.

CERTIFICATE HOLDER

Town of Gardnerville
1407 US Hwy 395
Gardnerville, NV 89460

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

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Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Approve a town special event application with street closure for Suicide Prevention Awareness Walk/BBQ community event September 10, 2016 from 7:00 a.m. to 4:00 p.m., considered to be a Class 1 use per policy.**

2. **Recommended Motion: Approve**

   Funds Available: ☐ **Yes** ☑ **N/A (requires staff time)**

3. **Department: Administration**

4. **Prepared by:** **Tom Dallaire**

5. **Meeting Date:** **September 6, 2016** **Time Requested:** **N/A**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: See attached.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Town of Gardnerville Nevada

Reservation Form and Release of Liability and Indemnification Agreement

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

1407 Highway 395

Gardnerville, Nevada 89410

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

Date of Application: May 16, 2016

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

Location of Event/Activities: Heritage Park

(Submit letter of property owner's permission if event is to be held on private property)

Street(s) proposing to be closed: ? AKA COURTHOUSE ALLEY, SLAUGHTER HOUSE LA EZELL,

(US 395, SR756 require NDOT permission; Waterloo/Toler/Elges require County permission)

Requesting use of Heritage Park? Yes X No_____

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

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

Name of Applicant Organization or Business: Suicide Prevention Corporation: Yes_____ No X Non-profit

(If a corporation is applying for use, a certified copy of the Articles of Incorporation must be attached).

Contact Person: Debbie Fosnien Supervisor of Activity: Debbie Fosnien

Home Telephone #: 265-2624 Business Telephone # 783-1510 Fax #:_____

(If applicant is an entity, must include home or business telephone numbers of principals; if applicant is a corporation, must include home or business telephone numbers of president, vice president, and secretary of corporation)

Home or Business Address: 1702 County Rd. A3 - Minden, NV. 89423

(If applicant is an entity or corporation, must include names and addresses of principals of entity or officers of corporation)

Mailing Address: Same as above

Type of Activity Town Park will be used for: Awarenesswalk - B-B-Q-Community event

Will alcohol be sold or served? Yes_____ No X

(If alcohol to be served, it may be necessary to obtain additional appropriate liquor licenses/permits)

Band or amplified music? Yes_____ No X

This event is Non-Profit X For Profit_____ Closed to Public_____ Open to Public X

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

Date(s) Requested (include setup and tear down time): September 10, 2016

Event hours: 7AM - 4pm

Describe proposed event, concessions, fund-raisers, etc: An awareness walk & Bike ride through-out Issaquah. BBQ after walk- Hospitality before East Fork demo of emergency vehicles- exhibitors

Town services, if any, required: ~~None~~ Electrical outlets - restrooms

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

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

If Yes, specify quantity, dimesions, etc.: _____

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20' X 20' may be subject to additional security deposits and/or insurance coverage)

Number of patrons, customers, spectators, participants and/or other persons expected to attend the use for each day it is proposed to be conducted: 150 participates - Hope up to 200 — need 1 port a potty

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

Event Insurance Carrier & Telephone #: Arthur J Gallagher & Co 818-539-8611

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

Event Security Plan: _____

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

Water and Sanitation Plan if food is being sold or consumed during event: _____

Event Clean-up/Sanitation/Garbage Plan: _____

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

Fire/Emergency Medical Services Plan: _____

(Submit East Fork Fire Protection District authorization and approval)

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

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

WAIVER OF LIABILITY

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

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

Signature(s) of Authorized Representative(s) of Applicant: Debbi Penn *Date:* 5-16-16

T D Taylor *Date:* 8-19-16

_____ *Date:* _____

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

Printed Name(s) of Authorized Representative(s) of Applicant above: Tim Saule - Deputy chief
Terry Taylor - Captain East Fork
John Merino - Manager - Howe Opp

(Town Office Use Only)

Application Fees Paid: $100 #2021 Street closure
Deposit amount Paid: $300 CC **Date Processed:** 6/23/16
Receipt Number: _____ **Facility Reviewed:** _____
Scheduled for Town Board Agenda: 9/6/16
Approved: _____
Scheduled for Douglas County Commissioner Agenda: _____
Approved: _____
Deposit Returned: _____

A copy of the approved application MUST be at the event

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 6/24/2016

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
Arthur J. Gallagher & Co.
Insurance Brokers of CA. Inc. LIC # 0726293
505 N Brand Blvd, Suite 600
Glendale CA 91203

CONTACT NAME: Jenny Kim
PHONE (A/C, No, Ext): 818-539-2300 FAX (A/C, No): 818-539-2301
E-MAIL ADDRESS: Jenny_Kim@ajg.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Alliance of Nonprofits for Insuranc	10023
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Suicide Prevention Network, Ltd.
1702 County Road A-3
Minden, NV 89423

COVERAGES **CERTIFICATE NUMBER:** 1480943103 **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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y		2016-28189	7/1/2016	7/1/2017	EACH OCCURRENCE	$1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$500,000
							MED EXP (Any one person)	$20,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$3,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$3,000,000
	[ ] OTHER:						LIQUOR LIABILITY	$Included
A	AUTOMOBILE LIABILITY			2016-28189	7/1/2016	7/1/2017	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS X NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ]	N / A					E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: 09/10/2016 & time of the event is 8am to 3pm, Walk in Memory-Walk for Hope Event held at Heritage Park, 1447 Courthouse Alley, Gardnerville, NV, 89410. Certificate Holder is named additional insured with respect to the operation of the named insured.

CERTIFICATE HOLDER

Town of Gardnerville
1407 Hwy 395
Gardnerville NV 89410

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.

AUTHORIZED REPRESENTATIVE

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Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Approve the Amendment #2 to the agreement with NDOT on the 395 Crosswalk projects increasing the project costs from $378,316.00 to $468.316.00, including NDOT covering the additional cost to resurface 50 feet long by full width section of Highway 395 as required in NDOT staff comments from the review of the construction drawings.**

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

   Funds Available: ☑ **Yes** ☐ **N/A (requires staff time)**

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016** **Time Requested: N/A**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: See attached.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Original Crosswalk Agreement

maintenance budget allocated by the TOWN's governing body.

26. To complete and sign Attachment D – "Affidavit Required Under Section 112(c) of Title 23 United States Code, Act of August 27, 1958 and Part 29 of Title 49, Code of Federal Regulations, November 17, 1987" and Attachment E – "Certification Required by Section 1352 of Title 31, United States Code, Restrictions of Lobbying Using Appropriated Federal Funds," "Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities," and "Disclosure of Lobbying Activities" attached hereto and incorporated herein.

ARTICLE III - IT IS MUTUALLY AGREED:

1. The term of this Agreement shall be from the date first written above through and including December 31, 2017, or until the construction of all improvements contemplated herein has been completed and accepted by the DEPARTMENT, whichever occurs first, save and except the responsibility for maintenance as specified herein.

2. Costs associated with this Agreement will be administered in accordance with the cost principles contained in 2 CFR Part 225 and other guidance including but not limited to those listed in Attachment B. Indirect costs are not eligible for reimbursement unless the TOWN's indirect rate is approved by the cognizant federal agency and that approval is provided to the DEPARTMENT. Fringe benefit rates must be approved by the DEPARTMENT on an annual basis to be eligible for reimbursement.

3. The description of the PROJECT may be changed in accordance with Federal requirements and by mutual written consent of the parties.

4. Each party agrees to complete a joint final inspection prior to final acceptance of the work by the DEPARTMENT.

5. The following is a summary of total estimated PROJECT costs and available funds:

Total estimated PROJECT costs:

DEPARTMENT Preliminary Engineering Costs:	$ 5,000.00
TOWN Preliminary Engineering Costs:	$ 40,860.00
DEPARTMENT Right-of-Way Costs:	$ 32,000.00
DEPARTMENT Construction Engineering Costs:	$ 5,000.00
TOWN Construction Engineering Costs:	$ 32,066.00
TOWN Construction Costs:	$ 263,390.00
Total estimated PROJECT costs:	$ 378,316.00

Available Funding Sources:

Federal TAP Funds:	$ 329,000.00
State Funds:	$ 32,000.00
TOWN Match Funds:	$ 17,316.00
Total PROJECT Funding:	$ 378,316.00

Amendment No. 2 to
Cooperative (LPA) Agreement No. PR056-15-063

This Amendment is made and entered into this _____ day of _____, _____, between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423, hereinafter referred to as the TOWN.

WITNESSETH:

WHEREAS, on May 21, 2015, the Parties entered into Agreement No. PR056-15-063 to allow the TOWN to design, adjust utilities, advertise, award and manage construction of the crosswalk improvements along US 395 in Gardnerville; and

WHEREAS, on May 9, 2016, the Parties entered into Amendment No. 1 to Agreement No. PR056-15-063 to shift ROW Engineering responsibilities to the TOWN, and to modify the expiration date; and

WHEREAS, this amendment is necessary to increase funding for the PROJECT by Ninety Thousand and No/100 Dollars ($90,000.00) in State funds due to additional work required by the DEPARTMENT; and

WHEREAS, the DEPARTMENT is requiring the TOWN to perform coldmilling and paving work to remove existing striping on US 395 at Mill Street and High School Street; and

WHEREAS, this amendment is necessary to shift Five-Thousand and No/100 Dollars from DEPARTMENT Right-of-Way Engineering to TOWN Preliminary Engineering for Right-of-Way Engineering activities due to a shift in the scopes of work of each; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. PR056-15-063; and

NOW, THEREFORE, the Parties agree as follows:

A. Article I, Paragraph 3, is amended by deleting it in its entirety and inserting in its place:

"3. To obligate Federal TAP funding for a maximum amount of Three Hundred Twenty-Nine Thousand and No/100 Dollars ($329,000.00) and to obligate State Funding for a maximum amount of One Hundred Twenty-Two Thousand and No/100 Dollars ($122,000.00) for right-of-way engineering and milling and paving activities."

B. Article I, Paragraph 11, is amended by deleting it in its entirety and inserting in its place:

"11. To assign DEPARTMENT Right-of-Way Engineering staff to review and approve the mapping to ensure compliance with State and Federal regulations and standards and to generate title reports and legal descriptions for those parcels to be acquired."

C. Article I, Paragraph 23, is amended by deleting it in its entirety and inserting in its place:

"23. To authorize the TOWN to proceed with the advertisement and award of the contract and construction of the PROJECT, once the final design (including

plans, specifications and estimates) has been reviewed and approved by the DEPARTMENT, all certifications have been completed, and the funding authorized by FHWA. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed". The "Notice to Proceed" will include the modified "project end date" mutually established by both parties in conformance with the requirements of 2 CFR Part 200."

D. Article I, Paragraph 27, is amended by deleting it in its entirety and inserting in its place:

"27. To reimburse the TOWN upon receipt of an invoice for ninety-five percent (95%) of the eligible PROJECT costs for the Federally Funded portion of the PROJECT and to reimburse the TOWN for one hundred percent (100%) of the eligible PROJECT costs for the State Funded portion of the PROJECT for right-of-way engineering and the coldmilling and paving activities at Mill Street and High School Street based on supporting documentation minus any DEPARTMENT PROJECT costs. Total reimbursement shall not exceed the total obligated amount as established in Article 1, Paragraph 3, minus any DEPARTMENT PROJECT costs as established in Article III, Paragraph 5. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200, and the State Administrative Manual (SAM), incorporated herein by reference. The SAM may be obtained from http://budget.nv.gov/MainDocuments/.

E. Article II, Paragraph 1, is amended by deleting it in its entirety and inserting in its place:

"1. To perform or have performed by consultant forces: (a) the design of the PROJECT (including the development of plans, specifications, and estimates); (b) the completion of the NEPA documentation in conformance with 23 CFR Part 771; (c) the acquisition of environmental permits and clearances; (d) complete the survey and engineering to prepare right-of-way mapping, title reports, and legal descriptions for those parcels to be acquired; (e) coordinate utility relocations; and (f) the advertisement, award and construction management of the PROJECT, as outlined in Attachment A, in accordance with Federal, State, and local laws, regulations, ordinances, and policies, including but not limited to those listed in the FHWA "Contract Administration Core Curriculum Participant's Manual and Reference Guide" at http://www.fhwa.dot.gov/programadmin/contracts/coretoc.cfm, incorporated herein by reference. The PROJECT shall be designed and constructed in accordance with DEPARTMENT standards. The PROJECT shall be operated and maintained in accordance with applicable Federal, State, and local laws, regulations, ordinances, and policies.

F. Article II, Paragraph 23, is amended by deleting it in its entirety and inserting in its place:

"23. As work progresses on the PROJECT, the TOWN shall provide the DEPARTMENT with monthly invoices for payment of the PROJECT costs. The final invoice must be submitted within 90 calendar days of the completion of the PROJECT. The invoice shall be based upon and accompanied by auditable supporting documentation. Total reimbursement shall not exceed the total obligated amount, as established in Article I, Paragraph 3, less and DEPARTMENT eligible PROJECT costs, as established in Article III, Paragraph 5. Invoices for the preliminary engineering phase shall be forwarded to the DEPARTMENT's Local Public Agency Coordinator for payment processing.

I. All of the other provisions of Agreement No. PR056-15-063, dated May 21, 2015, and Amendment No. 1, dated May 9, 2016, shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named parties have hereunto set their hands and executed this Amendment the date first written above.

TOWN OF GARDNERVILLE

Mary Wenner
Chairman

Attest:

Thomas Dallaire, P.E.
Town Manager

STATE OF NEVADA, acting by and through its DEPARTMENT OF TRANSPORTATION

Director

Approved as to Legality and Form:

Deputy Attorney General

Invoices for the construction phase, including the final invoice, shall be forwarded to the DEPARTMENT's Resident Engineer for review. The DEPARTMENT's Resident Engineer shall forward the invoice to the DEPARTMENT's Local Public Agency Coordinator for payment processing. Eligible PROJECT costs are those costs as define in 2 CFR Part 200, and the SAM."

G. Article III, Paragraph 5, is amended by deleting it in its entirety and inserting in its place:

"5. The following is a summary of total estimated PROJECT costs and available funds.

Total Estimated Project Costs:

DEPARTMENT Preliminary Engineering Costs:	$ 5,000.00
TOWN Preliminary Engineering Costs:	$ 45,860.00
DEPARTMENT Right-of-Way Costs:	$ 27,000.00
DEPARTMENT Construction Engineering Costs:	$ 5,000.00
TOWN Construction Engineering Costs:	$ 32,066.00
Construction Costs:	$ 353,390.00
Total estimated PROJECT costs:	$ 468,316.00

Available Funding Sources:

Federal TAP Funds:	$ 329,000.00
State Funds:	$ 122,000.00
TOWN Match Funds:	$ 17,316.00
Total PROJECT Funding:	$ 468,316.00

H. Article III, Paragraph 7, is amended by deleting it in its entirety and inserting in its place:

"7. The total PROJECT costs shall be determined by adding the total costs incurred by the DEPARTMENT and the TOWN for preliminary engineering, completing the NEPA process and acquiring environmental permits and clearances, right-of-way engineering, right-of-way acquisition, the relocation of utilities, construction engineering, and construction costs. The TOWN match will be calculated using the applicable percentage of the total PROJECT costs eligible for Federal funding. Subject to budgeted appropriations and the allocation of sufficient funds by the governing body of the TOWN prior to entering into this Agreement, the TOWN is responsible for one hundred percent (100%) of all costs not eligible for Federal funding. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any of those costs. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200, and the SAM."

Gardnerville Town Board

AGENDA ACTION SHEET

1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for August 2016.

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

3. **Department:** Administration

4. **Prepared by:** Paula Lochridge

5. **Meeting Date:** September 6, 2016 **Time Requested:** 10 minutes

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

7. **Background Information**

8. **Other Agency Review of Action:** ☐ **Douglas County** ☑ **N/A**

9. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Main Street Gardnerville's Program Manager Report
September 6, 2016

- We were approached by people interested in opening a shop here in the district. They had an interest in the Burga Property and Hwy 395 and Eddy Street. Tom Dallaire reached out to the owner of the property to see if we could gain access to tour the properties and determine the condition of both buildings. Meredith Fischer and I joined him, along with the fire inspector and a county building official, to determine the condition they were both in. I believe Tom will have more detail in his report. (I included some photos from the tour.)

- **Organization Committee Efforts:**
  - Actively working on next steps for trying to get a state program. Various representatives have reached out and said that these rural towns have expressed interest in having a Main Street Program: Carson City, Dayton, Churchill County, Elko, Ely, Austin, Winnemucca and Eureka.

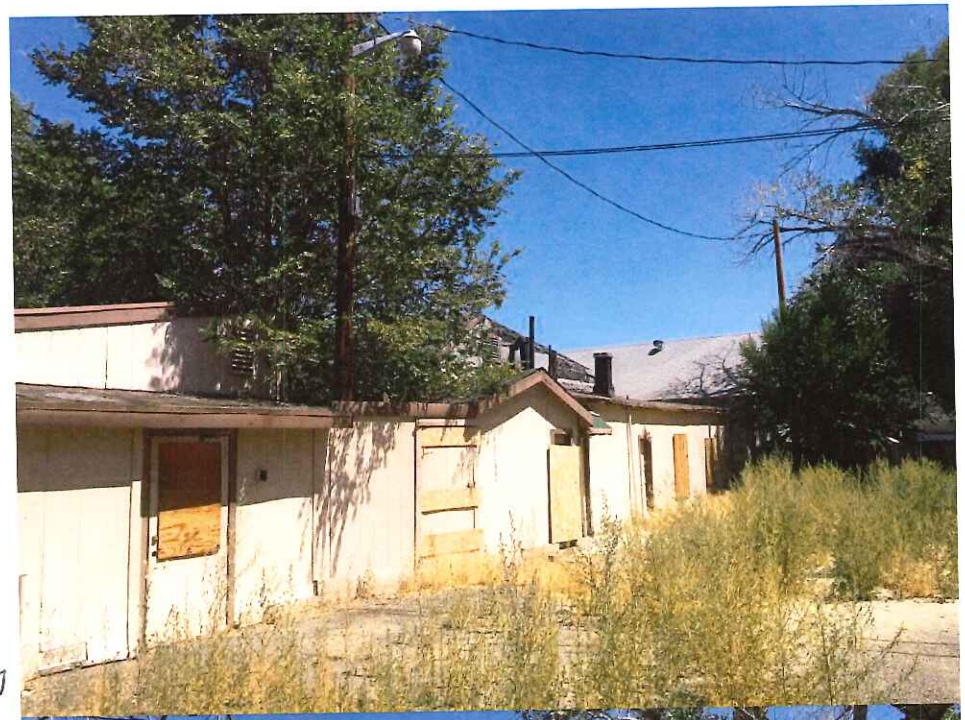
- **Promotion Committee Efforts:**
  - Focusing on the final wine walk of the season, the Harvest Festival and Coffin Races.

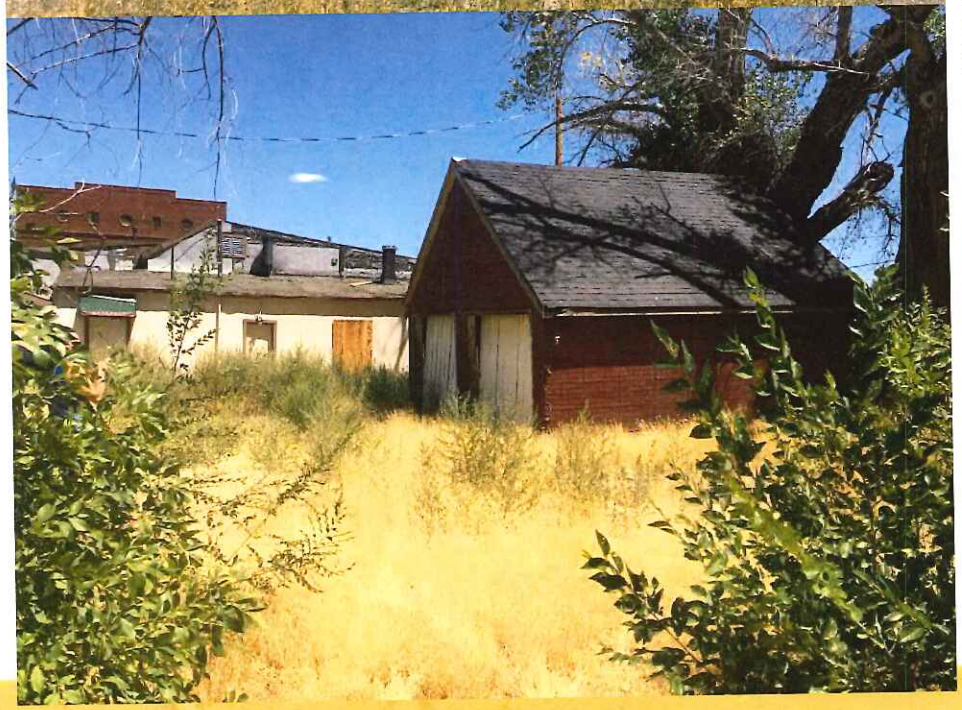
- **Design Committee Efforts:**
  - The chair of our Design Committee has taken a medical leave of absence over the next few months. Linda Dibble, our Board President and Chair of the Flower Committee, has offered to step in as interim committee chair.
  - A member from the committee will be focusing her efforts on the Sidewalk Gallery and will work with her contacts to improve the appearance of the door/2 windows which face the intersection of Hwy 395 and Eddy Street.

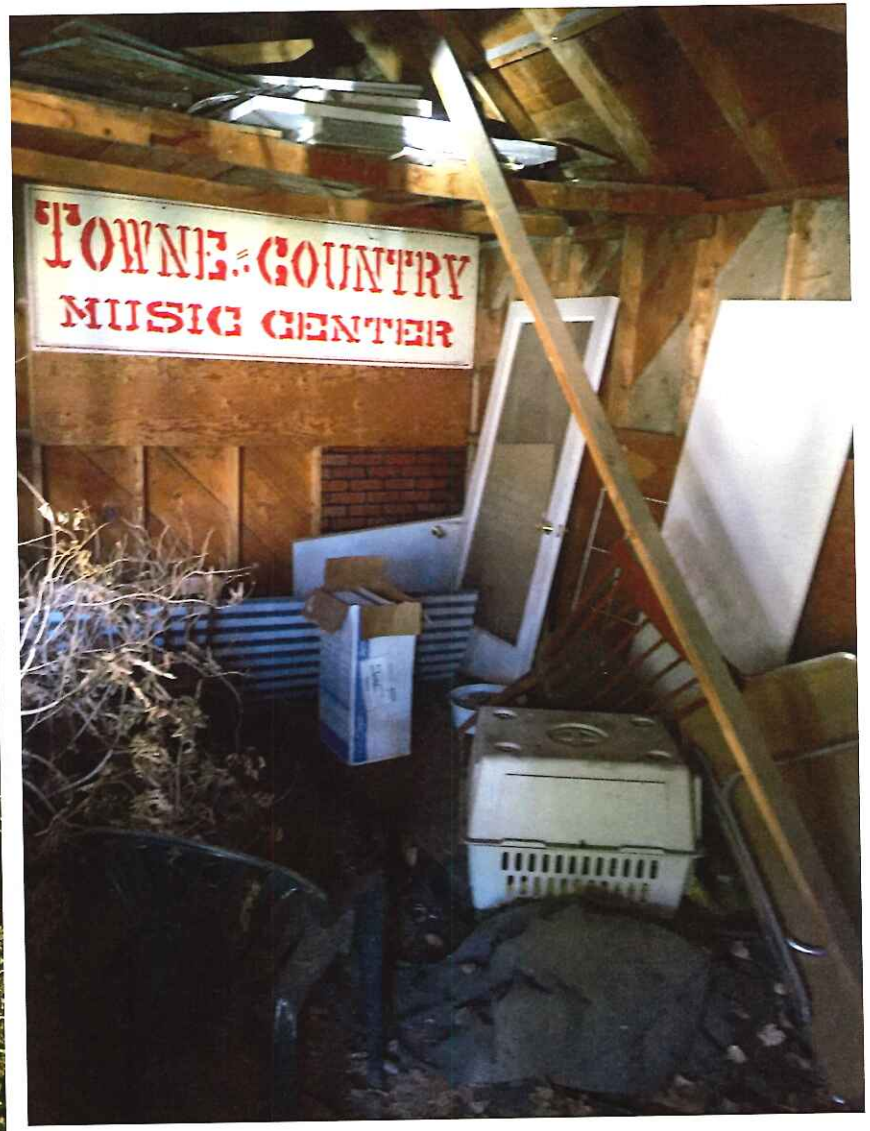
- **District Vitality Committee Efforts:**
  - This committee is also going to be going out to greet new businesses to the district with balloons, a welcome packet and creating photo ops, such as the one here with RCM Realty Group. We have five more we're scheduling within the next week or so.

- Date change has been made for the "Fall in Love with the District" event. It is now scheduled for October 22nd, allowing us more time to get property owners/managers involved.
  - You'll find a copy of the flyer and application in your packet.

- **Miscellaneous:**
  - I've included an interesting article on "What Makes a Downtown Successful" in your board packet.
  - Presentations:
    - I, along with Meredith Fischer, did a presentation to the BOC on September 1st.
    - I will be presenting at a workshop at the Economic Development Conference on September 22nd so I will be out of the office all day, that day.







9-2

8-2

Lochridge, Paula

From: Deb Brown <deb=saveyour.town@mail99.atl71.mcdlv.net> on behalf of Deb Brown <deb@saveyour.town>
Sent: Wednesday, August 24, 2016 4:00 AM
To: plochridge@mainstreetgardnerville.org
Subject: What Makes A Downtown Successful?

View this email in your browser

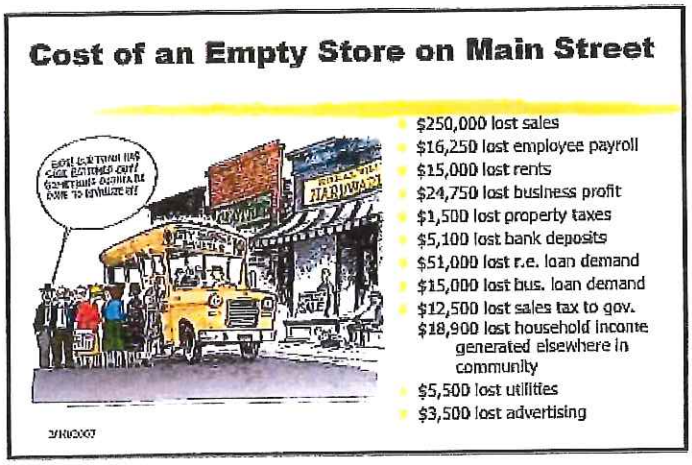
What Makes A Downtown Successful?

Roger Brooks, renowned tourism specialist, surveyed 400 successful downtowns and downtown districts (big and small) throughout the U.S., Canada, and Western Europe. His team at DDI wrote a white paper on the 20 things successful downtowns have. Here's the 20 items.

1. Successful downtowns need to have a critical mass of like businesses.
2. To be a successful community, you must have at least one or two anchor businesses, ones that people would drive an hour – or more – to visit.
3. 70% of all consumer spending (both locals and visitors) takes place after 6:00 pm.
4. Outstanding destinations have a strong brand and a successful,

vibrant retail core

5. Residential drives retail. What comes first? A downtown that people will want to live in. This includes businesses open AFTER 6:00, entertainment, all in a pedestrian-friendly, attractive downtown setting – a "Third Place:" the place we want to live and hang out.
6. Every downtown effort requires tireless pioneers and those who will champion the cause. Enthusiasm in contagious and is an essential ingredient for every revitalization effort.
7. They started with just one or two blocks - a "demonstration project".
8. Angle-in parking generates increased sales over parallel parking.
9. Restrooms should be in the heart of spending districts. Once visitors get out of the car, you have a four-times greater chance of getting them to spend money.
10. Turn parks into plazas.



11. Signage at city limits should be directional signage to key downtown districts. For instance "Downtown Anywhere – 1 mile."

12. Every community should develop and implement a signage plan and program: wayfinding, gateways and entries, billboards and marketing displays, amenity identifiers.

13. Downtown gateways create a "sense of place" and arrival. They can

also promote a sense of group pride among the merchants downtown, helping to foster group cooperation with beautification and marketing.

14. Develop perpendicular or "blade signs" in core downtown districts.
15. Sidewalk cafes and intimate surroundings
16. They invested heavily in retail beautification.
17. They provide activities and entertainment: bring downtown to life!
18. They gave downtown districts a name.
19. Always sell a feeling: not buildings and the physical environment.

Number 20: Successful communities start with a plan.

If you'd like the full report you can view it at: http://www.rogerbrooksinternational.com/20_Ingredients_Handout.pdf

Our next webinar/workshop is September 7.
Bringing Big Ideas to Life

Are your people too closed to new ideas?
There is a way to make your town more idea friendly.
We're going to share it.

Register here
(catch it live or on instant replay)

Join us for the Bringing Big Ideas to Life webinar Sept 7 for $20

Every town has an opposition, but that doesn't have to stop you

Why "us vs. them" is a myth, and what is true instead

How to Gather Your Crowd, Make Connections and Take Small Steps

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The 20 Ingredients of an Outstanding Downtown

- HANDOUT -

ROGER BROOKS International

Where did this come from?

For more than 30 years the DDI team has worked around the world helping communities become outstanding destinations for investment, new business opportunities, and as a place to live and visit. Coming from the tourism industry, we discovered an interesting fact: The number one activity of visitors in the world is shopping, dining and entertainment in a pedestrian-friendly, intimate setting – your downtowns. This is where 80% of all non-lodging tourism spending takes place. That's right: 80%.

Is it any wonder that Disney has built Downtown Disney right next to its theme parks? It's to capture that visitor spending. Understanding this changed our business – we realized that downtowns are critically important to any tourism program and that downtown and destination marketing organizations should be joined at the hip.

Digging a little further, we found a couple more interesting facts:

1. If you don't hang out in your own downtown, neither will visitors. Visitors go where residents go. If that's somewhere besides downtown, that's where visitors will go as well.

2. Overnight visitors spend the night where there are things to do after 6:00 pm. In fact, 70% of all consumer retail spending, including that of visitors, now takes place during the evening hours. Are you open?

But even with this information, a big question loomed: What does it take to create a downtown where visitors AND locals would spend time and money? We decided to find out.

We developed a list of criteria that included nearly 80 items: from store hours, to parking limits, to business mix, wayfinding signage and marketing programs.

We then surveyed 400 successful downtowns and downtown districts (big and small) throughout the U.S., Canada, and Western Europe. Using the 80-item list we found the 20 most common ingredients that led to their success.

Few downtowns had all 20 ingredients, but those with 17 or more got an "A" from our research and were clearly successful destinations. Many had 15 or 16 and those earned a "B," and those with 13 or 14 earned a "C." After working with nearly a thousand communities and surveying hundreds of others, we found that more than 600 of those did not meet the qualifications to earn a "C," and were not nearly as successful.

Additional criteria to determine success was then included:

- The downtowns or districts had to have at least a 97% or higher occupancy rate in the core district or area being surveyed.

- The lease rates had to be "market rate" or higher compared to similar cities and towns in the state, province, or region.

- The turnover had to be less than 5% per year. Revolving door downtowns are not sustainable in the long run.

- They downtowns or districts are seen as the lifeblood of the community. Full of activity and life.

There are 19,500 cities and towns in the U.S., and of those, 18,500 have populations of less than 40,000 residents. In Canada there are more than 8,000 cities, towns and villages, of which more than 7,500 have smaller populations. And the majority of these cities and towns have struggling downtowns. We are in an age when people want to spend time in vibrant downtowns more than ever before. Yet because many downtowns have property owners who do not work together with a common vision, many of whom are absentee owners, or they have regulations that stifle successful retail or other dysfunctional qualities, developers are now building new "downtowns" – lifestyle retail centers. These are designed to mimic the traditional downtown of yesteryear. Virtually all of them use these same 20 ingredients to ensure their success.

As you go through the 20 Ingredients of an Outstanding Downtown, see how your downtown or district stacks up. If you have 13 or more of these ingredients, wonderful! Please let us know! We are always updating our research, looking for great case histories, and would love to share your story with others.

For those of you working hard to turn your downtown into an outstanding destination, we hope these ingredients can become your "Action Plan" so that your community can enjoy the benefits of an enjoyable, economically healthy and vibrant downtown. We would love to add your community to our list of Outstanding Downtowns.

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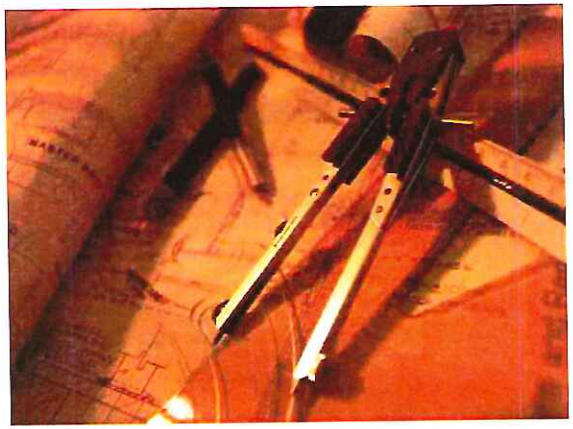
The Property Owners List



1. They all begin with a plan

Successful communities start with a plan. Bring together your partners and stakeholders, and work together so that everyone's efforts are towards common goals and a defined direction.

- Every community has different features, so each community needs its own special Branding, Development & Marketing Action Plan.
- Identify what sets your community apart from everyone else. Make that the focus of your executive summary and your detailed vision statement. That will be your strongest sales tool.
- Your Action Plan needs to include your brand and brand promise, product development plan, and marketing plan.
- Your Action Plan needs to be a detailed "to-do list."

2. They defined a strong brand and retail focus

Branding is perhaps the most misunderstood concept in the world, yet here we are smack dab in the middle of the "Era of the Brand." Outstanding destinations have a strong brand and a successful, vibrant retail core.

- Brands are perceptions
- Brands are built on product
- Brands are earned: Good or Bad
- Brands are built using public relations and word of mouth
- Brands must be experiential
- Branding is the art of differentiation
- Jettison the generic

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3. They orchestrated recruitment of "critical mass" or "clustering."

Successful downtowns need to have a critical mass of like businesses. This would include a minimum in three lineal blocks:

- **Ten places that sell food:** soda fountain, coffee shop, bistro, café, sit-down restaurant, wine store, deli, confectionery.
- **Ten destination retail shops:** galleries, antiques (not second hand stores), collectibles, books, clothing, home accents, outfitters, brand-specific businesses, garden specialties, kitchen stores, cigars, etc.
- **Ten places open after 6:00 pm:** entertainment, theater (movies, performing arts), bars & bistros, specialty shops, dining, open air markets, etc.

4. They each have "anchor tenants"

An anchor tenant is your primary lure – what makes you worth a special trip.

Like every mall, every town relies on anchor businesses to attract customers, and all the other businesses benefit.

To be a successful community, you must have at least one or two anchor businesses, ones that people would drive an hour – or more – to visit.

Always promote your anchor tenants – your primary lures. Create a "best of" brochure for your community that highlights your very best attractions and businesses.

5. Lease agreements included defined operating hours and days

- 70% of all consumer spending (both locals and visitors) takes place after 6:00 pm. Are you open?
- People spend the night where there are things to do after 6:00 pm. Visitors don't like sitting in a hotel room after dinner watching TV.
- Conferences and conventions are booked around things to do AFTER the meetings adjourn that day.
- The majority of the businesses must be open after 6:00, not just a few. If half the stores in the mall closed at 6:00 rather than 9:00, would you go to the mall after 6:00?
- Start by staying open on Friday and Saturdays until 7:00 pm the first year, then add Thursday, then Wednesday.
- Bring nighttime music and entertainment downtown to provide incentives for people to go.

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6. People living and/or staying downtown

- The reinvention of downtowns also includes residential upper-story development: condos, loft apartments, downtown hotels and a business mix to support them.
- Residential drives retail. What comes first? A downtown that people will want to live in. This includes businesses open AFTER 6:00, entertainment, all in a pedestrian-friendly, attractive downtown setting – a "Third Place:" the place we want to live and hang out.
- Hotel development downtown is another great mix that provides "new" customers nearly every day. Hotel development helps restaurants and destination retail shops flourish.

7. Pioneers with patient money were convinced to invest

- Every downtown revitalization effort requires property owners with patient money, the will to "make a difference" and the ability to think long-term.
- Reduce rental rates until you develop the critical mass so that key merchants can stay alive until you become a destination downtown.
- Incentives need to happen from the property owners in terms of rent abatements, reduced lease rates, and a focus on the tenant mix: the critical mass.
- It takes one-third of the property owners, working together, to "reinvent" downtown in terms of business mix, curb appeal, upper story living units, etc.
- Every downtown effort requires tireless pioneers and those who will champion the cause. Enthusiasm in contagious and is an essential ingredient for every revitalization effort.

8. They started with just one or two blocks - a "demonstration project"

Begin revitalization in a very small area – concentrate your efforts so they make a big impact fast – just one or two blocks.

Where to start? Where the property owners are most willing to help with the efforts.

Concentrate the focus of creating critical mass in those blocks. Work with property owners on lease agreements, choice of tenants, facades, beautification.

Timeline: Three years. The rest of downtown will see the results and follow along – driven by the market.

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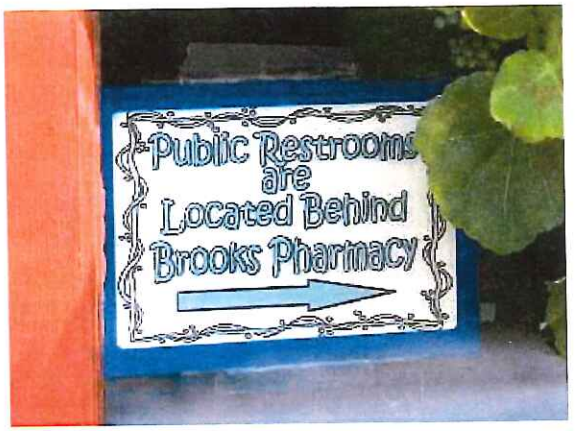
The Public Sector List

9. Solving the parking dilemma

- Two-hour parking in a pedestrian-friendly downtown restricts spending.
- If you insist on two-hour parking, then identify WHERE the all-day or extended hour parking is located.
- It doesn't have to be free, but needs to be reasonable.
- Consider incentive parking programs:
  - Spend $20 or more and get the parking free
  - Have local banks and businesses "sponsor" free-parking days or evenings
  - Reduce the parking fees the longer they park downtown
- Angle-in parking generates increased sales over parallel parking. Additionally you'll get a third more spaces in the same area.



10. Public washrooms

- The number one reason passers-by stop in a town is to use restroom facilities.
- Restrooms should be in the heart of spending districts. Once visitors get out of the car, you have a four-times greater chance of getting them to spend money.
- Make sure they are open 24-hours a day

11-2

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11. Development of gathering places

- Turn parks into plazas. Common ingredients include:
- Permanent home for an outdoor open market with permanent structures. Open air (Farmers) markets should be placed in the heart of spending districts.
- Interactive water features
- Multiple stages
- Pocket parks or small venue plazas
- Amphitheaters
- Trees and raised planters
- Public art
- Night lighting and walking areas
- Music

12. Creation of good first impressions: Community Gateways

- Look at all gateway signage: does it reflect well on downtown?
- Always place your gateway signs where you make the first, best impression.
- Signage at city limits should be directional signage to key downtown districts. For instance "Downtown Anywhere – 1 mile."
- Place gateways at your downtown or district entrances. These can span the street, include decorative crosswalks, pole banners and other identifiers creating a "sense of arrival."

13. Design, fabrication & installation of a wayfinding system

- Wayfinding should be decorative to fit the brand.
- It should include both vehicular wayfinding as well as pedestrian wayfinding signage.
- Never put more than five items on any one sign.
- Use 1" tall letters for every 12' of viewing distance.
- Use "identifier" kiosks or maps to showcase district boundaries and key amenities and/or attractions.
- Every community should develop and implement a signage plan and program: wayfinding, gateways and entries, billboards and marketing displays, amenity identifiers. Nationally, less than 5% of visitors stop at visitor information centers – IF they can find that.
- Wayfinding also educates local front-line employees of what you have to offer and where it's located.

81-2

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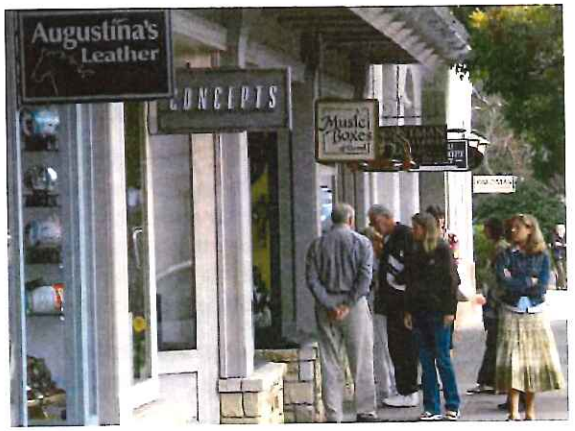
The Merchants List

14. A good first impression: downtown or district gateways

- Downtown gateways create a "sense of place" and arrival. They can also promote a sense of group pride among the merchants downtown, helping to foster group cooperation with beautification and marketing.
- They should always be attractive and reflect the ambiance of the town, promoting a feeling that you have arrived at a special destination.
- Decorative crosswalks are an excellent way to separate the district and increase pedestrian safety at the same time



15. 20/20 signage: retail signage rules & regulations

- Develop perpendicular or "blade signs" in core downtown districts.
- Typical guidelines: no lower than 7', no higher than 9', no wider than 42". Keep them consistent in height and width so you don't create sign clutter.
- Create a merchant-driven signage review committee. This would include retail signage, the use of sandwich boards, extension of window displays into exterior spaces.
- Businesses need to promote, on signage, their key "lure" more than the name of the business.
- Get rid of the "Closed" signs and instead use "We'll be open" signs.
- Never use "restrooms are for customers only" or "no public restrooms" signage. Instead, tell customers WHERE they can find restrooms.

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16. Sidewalk cafes and intimate surroundings

The biggest trend in successful downtowns is the creation of intimate surroundings:

- Narrower streets
- Wider sidewalks
- Street trees every 30' to 35'
- Buffers between sidewalks and traffic or parking
- Decorative crosswalks
- Decorative night-lighting
- Architectural lighting

Other common ingredients include:

- Water features
- Sidewalk cafes and exterior dining

17. They invested heavily in retail beautification

- Extension of window displays to exterior spaces, NOT outdoor merchandising. Folding tables, boxes of goods, shopping carts piled with goods, are NOT good examples of curb appeal and should be discouraged or not allowed.
- The most important element of curb appeal is the softening of the transition of building facades and the sidewalk, not curbside street trees and landscaping.
- Besides word of mouth, shoppers typically have only curb appeal to help determine whether or not a shop is worth visiting. Curb appeal can account for 70% of new visitor sales at restaurants, retail shops, and hotels and lodging.

18. They provide activities and entertainment: bring downtown to life!

Bring downtown to life!

- Open air markets should operate for at least three days a week, during at least a 24 week season (depending on location).
- Invite street musicians and street artisans on weekends.
- Recruit outside events into plaza areas.

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Pearl District
Portland, Oregon

19. They gave downtown districts a name

Give downtown a name. This will make it a destination, as opposed to just a place. It will also get downtown on highway signage.

Popular downtown district names include:

- Pearl District in Portland, Oregon
- Bricktown in Oklahoma City, Oklahoma
- Gastown in Vancouver, British Columbia
- Pioneer Square in Seattle, Washington
- Gaslamp Quarter in San Diego, California
- Baker Street in Nelson, British Columbia
- The Rail District in Snoqualmie, Washington
- Bourbon Street, The French Quarter in New Orleans, Louisiana

20. The marketing is experiential: focus on activities, not buildings

- Perceptions create a brand in multiple ways:
  - Visual cues
  - The people and attitudes
  - Word of mouth
  - Publicity, social media, peer reviews
- Always sell a feeling: not buildings and the physical environment
- Visitors are far more interested in the things to do than in the location
- Develop an activities guide that promotes what there is to do in your community

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Roger Brooks International

For over 30 years, the award-winning Roger Brooks International team has had a singular mission – to improve people's lives by helping their communities become healthier, more attractive, and more economically vibrant. We believe that every community has the potential to become a thriving, desirable place for residents, businesses, and visitors.

Working primarily in the public sector with cities, counties, states, CVBs, destination marketing organizations, and provinces, RBI is renowned for its bottom-line, "make-something-happen" approach. This results in tremendously successful planning and implementation efforts.

Contact Us
Roger Brooks International
981 Powell Ave. SW, Suite 125
Renton, WA 98057
206-241-4770

About Roger Brooks

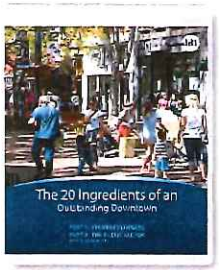
As CEO of Roger Brooks International, Roger's expertise comes from having assisted nearly a thousand communities in their efforts to become better places to live, invest, establish a business, or visit.

The information is not just entertaining – it is clear, concise and it sticks. Known for telling engaging stories, Roger uses real-life examples shown in photos and video clips, some of them hilarious, all of them poignant. His bottom-line rules, tips, and ingredients leave attendees with rock solid action items they can implement today to make a difference tomorrow.

2-23

The Incredible Roger Brooks Library

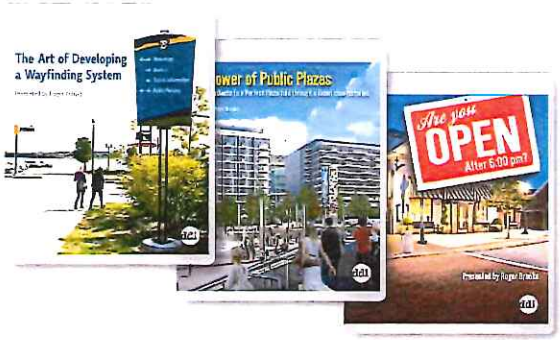
Introducing a new online program with access to a wealth of information available 24 hours a day. For a monthly fee of $45 you will have instant access to the entire Roger Brooks video library (a few examples are shown here) plus PDF guides on a variety of branding, product development and marketing subjects. Learn more at www.RogerBrooksLibrary.com

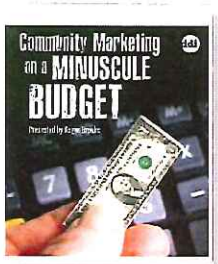


The 20 Ingredients of an Outstanding Downtown

We surveyed 400 popular downtowns and downtown districts and found the 20 most common ingredients that led to their success. Learn how these ingredients can help your downtown achieve success too!

HD Video | 108 minutes

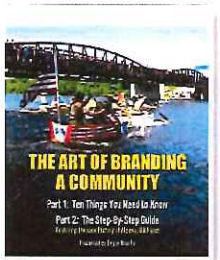




Community Marketing on a Minuscule Budget

Learn the seven marketing ideas you can implement today, for practically no money, that will dramatically increase local spending.

HD Video | 70 minutes

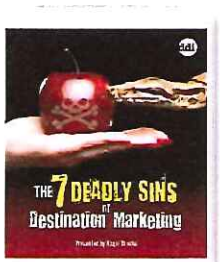


The Art of Branding a Community Part 1 & 2

Part 1: In this eye-opening, must-see presentation by Roger Brooks, you'll learn the ten things you need to do to successfully brand your community.

Part 2: In this fascinating presentation using Alpena, Michigan as a case history, you'll learn HOW to successfully develop your own brand using the 13-step process that took nearly 30 years to develop and perfect. Best of all: This process has a 100% success rate.

HD Video | Part I: 63 min. Part II: 60 min.



The Seven Deadly Sins of Destination Marketing

A full 97% of destination marketing is wasted. Learn the 7 deadly sins, how to avoid them, and how to make sure that 100% of your marketing is effective.

HD Video | 72 minutes

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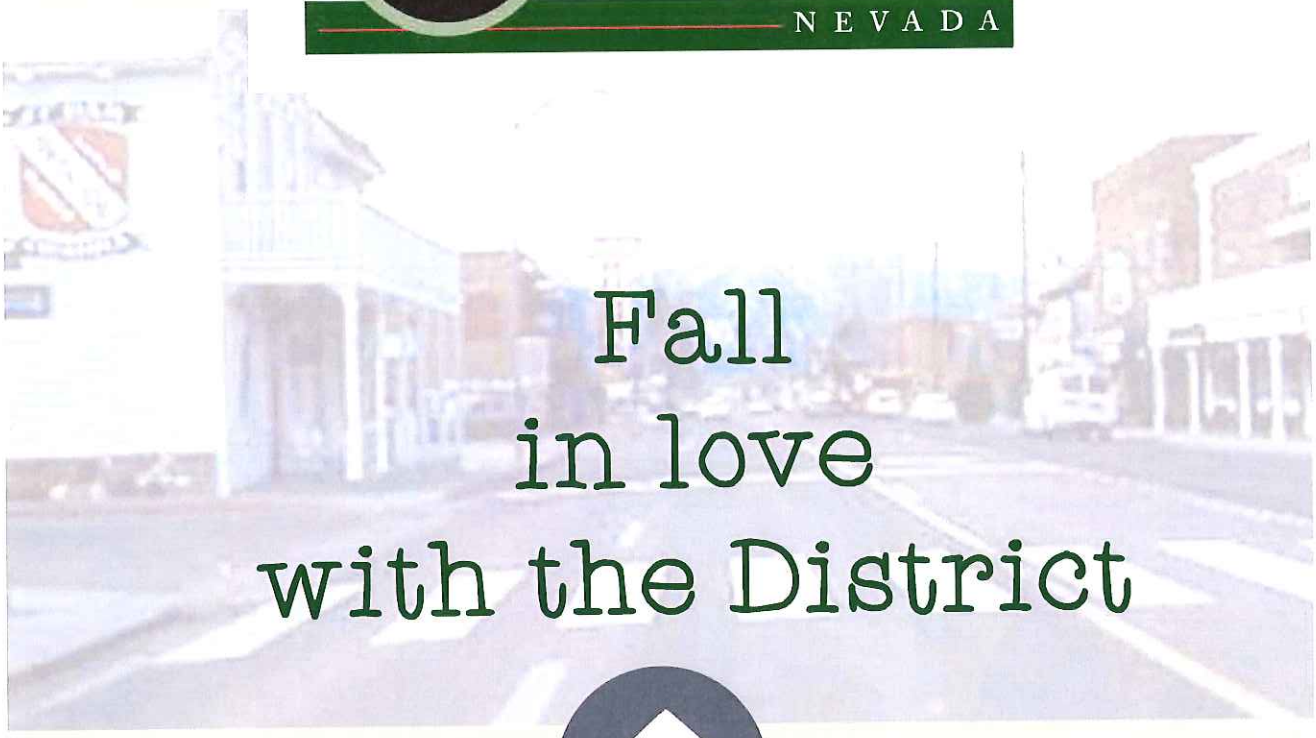
MAIN STREET Gardnerville NEVADA



Fall in love with the District

1ST ANNUAL VACANT PROPERTY TOUR

WHO: MAIN STREET GARDNERVILLE

WHAT: VACANCY TOUR

WHEN: October 22, 2016 // TIME: TBD

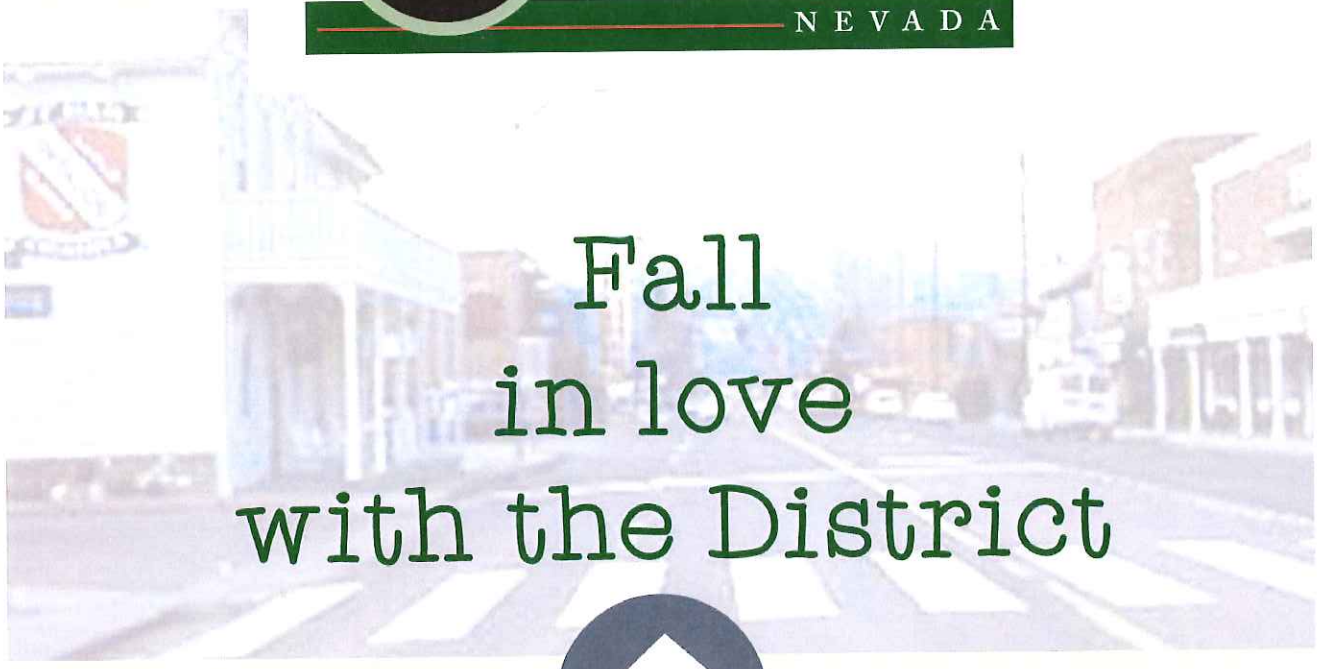
WHERE: MAIN STREET GARDNERVILLE

WHY: TO PROMOTE VACANT PROPERTIES WITHIN THE MAIN STREET DISTRICT, INTRODUCE POTENTIAL TENANTS TO AVAILABLE SPACES, & INCREASE PROGRAM MEMBERSHIP.

//////////PLEASE SEE REVERSE FOR PARTICIPANT APPLICATION//////////

7-23

MAIN STREET Gardnerville NEVADA



Fall in love with the District

-BUILDING LOCATION:
-PROPERTY MANAGER:
-PROP MGR CONTACT INFO:
-PHONE:
-EMAIL:
-LEASE AMOUNT ($): TERM:
-APPROX. UTILITY COSTS:
-PROPERTY INCENTIVES OR SPECIALS:
-ARE YOU OPEN TO HAVING A LOCAL ARTISAN FEATURED AT YOUR PROPERTY DURING THE TOUR?
-ANY SPECIAL INSTRUCTIONS?

PLEASE CONTACT MEREDITH FISCHER FOR MORE INFO
TEL: (775)230-1101\\\\MEREDITHFISCHER5@GMAIL.COM

7-24

Main Street Gardnerville's 2nd Annual

SLAUGHTERHOUSE LANE COFFIN RACES

Sign up your "Coffin Team" Now

Sponsored by

Carson Valley Medical Center
VITALITY for life

Joey's Jamin Jamakin Bobsled Team

Registration Fee is $40 before October 1st
Registration Fee is $50 after October 1st

Visit our Calendar on MainStreetGardnerville.org or the MSG Office at 1407 Hwy 395 N for Registration Information

Main Street Gardnerville
Ph: 775.782.8027 1407 Hwy 395 N, Gardnerville, NV 89410 Fax: 775.782.7135
www.MainStreetGardnerville.org Info@MainStreetGardnerville.org

Main Street Gardnerville is a 501c6 non-profit corporation & an equal opportunity provider and employer.

7-25

Gardnerville Town Board

AGENDA ACTION SHEET

1. **Not For Possible Action:** **Presentation by Partnership of Community Resources on Question 2 (Initiative to Regulate and Tax Marijuana) on the November ballot to educate business leaders, neighborhoods, parents, seniors and the community. Appearances by Partnership for Community Resources, Douglas County Sheriff's office, Juvenile Probation/Douglas County School District, District Attorney's Office and First Responders**
2.
3. **Recommended Motion: Presentation only**

   Funds Available: ☐ Yes ☑ N/A

4. **Department: Administration**
5. **Prepared by: Tom Dallaire**
6. **Meeting Date: September 6, 2016 Time Requested: 30 minutes**
7. **Agenda: ☐ Consent ☑ Administrative**

Background Information: To be presented at meeting.

8. **Other Agency Review of Action: ☐ Douglas County ☑ N/A**
9. **Board Action:**

☐ Approved **☐ Approved with Modifications**
☐ Denied **☐ Continued**

Town of Gardnerville Est. 1879 Nevada

REQUEST FOR PLACEMENT ON THE AGENDA

FOR THE GARDNERVILLE TOWN BOARD

Teri Clark, Prevention Coordinator

Name: Partnership of Community Resources Telephone: 782-8611

Mailing Address: PO Box 651 Minden 89423

Physical 1517 Church St. G'ville 89410

Nature of Request and Approximate Amount of Time Needed: 15 minutes

Education only / Awareness of Question 2 on the November ballot

Signature: Teri Clark Date: ORIGINAL REQUEST SENT 7-27-16

The Gardnerville Town Board meets on the first Tuesday of each month. Please submit any pertinent information regarding your request at least 15 days prior to the Board meeting date.

Agendas are posted three days prior to the meeting. You will receive a copy of the Agenda in the mail informing you of the approximate time you will appear before the Board.

Louthan, Carol

From: Teri Clark <pcrclark@partnership-resource.org>
Sent: Wednesday, August 31, 2016 11:43 AM
To: Louthan, Carol
Subject: RE: agenda application
Attachments: ToG AGENDA REQUEST(1).pdf

Carol, please let me know if you need anything else. I need to let you know, due to circumstances beyond our control, our partners will be unable to attend. The good thing is, we will not be using a Power Point. Instead we will have an interactive, much more interesting/fun "Quiz" that will also take less time! It will be strictly educational and basically take the issue of marijuana itself out of the presentation. No controversy … the facts, ma'am, just the facts!

Teri Clark, Prevention Coordinator
Partnership of Community Resources
1517 Church Street
Gardnerville, NV 89410
782.8611

From: Louthan, Carol [mailto:CLouthan@douglasnv.us]
Sent: Wednesday, August 31, 2016 11:23 AM
To: Teri Clark
Subject: agenda application

Teri,
Attached is the agenda request application and also the agenda for the 6th.
Thanks,

Carol Louthan
Admnistrative Services Mgr.
Town of Gardnerville
1407 Highway 395 N
Gardnerville, NV 89410
775-782-7134 Phone
775-782-7135 Fax

Partnership of Community Resources Draft for agenda requests

I. PCR or Representative Speaks to an overview
   a. It's on the ballot
   b. No grows within 25 miles of a dispensary
   c. If passed, the Initiative is not amendable for 3 years
   d. There is NO county opt out

II. District Attorney's Office - Possible impact:
   a. Interpretation of Initiative language
   b. Work place policies
   c. Law suits
   d. Drug testing
   e. Lack of hirable employees

III. Juvenile Probation / Douglas County School District - Possible impact:
   a. Possible impact on youth
      i. Edibles
      ii. Number of youth currently in treatment and comparison of marijuana to alcohol and/or other drugs
      iii. MJ taken out of DARE curriculum – only education for prevention is through questions
      iv. Possible increase in # of students expelled
      v. Decision making: unwanted pregnancy, disease, trauma

IV. Douglas County Sheriff's Office – Possible impact:
   a. Enforcement of DUI's
   b. Increase of crossing state line issues
   c. Enough funding for increase of law enforcement training, equipment, officers?

V. First Responders – Possible impact:
   a. Number of marijuana related calls currently made to Douglas County Dispatch – Statistical data out of Colorado, pre-recreational marijuana and post
   b. Number of marijuana related ER visits currently made to Douglas County Dispatch – Statistical data out of Colorado, pre-recreational marijuana and post

VI. Possibly someone speaking to how the taxes will flow

VII. PCR completing the overview
   a. With the medical marijuana initiative, counties had the ability to opt out of dispensaries, labs, and grows.
   b. With Question #2, counties DO NOT have the ability to opt out
   c. Enforcement of smoking in public
   d. Smoking on private property i.e. the huts on the ski slopes

VIII. Last Slide
   a. Questions?
   b. Your questions will be made available to our Panel of Experts
   c. October 19 (or 20) – location TBD
   d. Write out your questions now
   e. Go to the Partnership of Community Resources website and submit your questions

State of Nevada
FILED
APR 23 2014
SECRETARY OF STATE

INITIATIVE TO REGULATE AND TAX MARIJUANA

THE PEOPLE OF THE STATE OF NEVADA DO ENACT AS FOLLOWS:

Section 1. Short Title. Sections 1 to 18, inclusive, of this act may be cited as the Regulation and Taxation of Marijuana Act.

Sec. 2. Preamble.

In the interest of the public health and public safety, and in order to better focus state and local law enforcement resources on crimes involving violence and personal property, the People of the State of Nevada find and declare that the use of marijuana should be legal for persons 21 years of age or older, and its cultivation and sale should be regulated similar to other legal businesses.

The People of the State of Nevada declare that the cultivation and sale of marijuana should be taken from the domain of criminals and be regulated under a controlled system, where businesses will be taxed and the revenue will be dedicated to public education and to the enforcement of the regulations in this act.

The People of the State of Nevada proclaim that marijuana should be regulated in a manner similar to alcohol so that:

(a) Marijuana may only be purchased from a business that is licensed by the State of Nevada;

(b) Business owners are subject to a review by the State of Nevada to confirm that the business owners and the business location are suitable to produce or sell marijuana;

(c) Cultivating, manufacturing, testing, transporting, and selling marijuana will be strictly controlled through state licensing and regulation;

(d) Selling or giving marijuana to persons under 21 years of age shall remain illegal;

(e) Individuals will have to be 21 years of age or older to purchase marijuana;

(f) Driving under the influence of marijuana will remain illegal; and

(g) Marijuana sold in the state will be tested and labeled.

Sec. 3. Definitions. As used in sections 1 to 18, inclusive, of this act, unless the context otherwise requires:

1. "Community facility" means a facility licensed to provide day care to children, a public park, a public playground, a public swimming pool, a center or facility the primary purpose of which is to provide recreational opportunities or services to children or adolescents, or a church, synagogue, or other building, structure, or place used for religious worship or other religious purpose.

2. "Concentrated marijuana" means the separated resin, whether crude or purified, obtained from marijuana.

3. "Consumer" means a person who is 21 years of age or older who purchases marijuana or marijuana products for use by persons 21 years of age or older, but not for resale to others.

4. "Department" means the Department of Taxation.

5. "Dual Licensee" means a person or group of persons who possess a current, valid registration certificate to operate a medical marijuana establishment pursuant to Chapter 453A of NRS and a license to operate a marijuana establishment under sections 1 to 18, inclusive, of this act.

6. "Excluded felony offense" means a conviction of an offense that would constitute a category A felony if committed in Nevada or convictions for two or more offenses that would constitute felonies if committed in Nevada. "Excluded felony offense" does not include:

(a) A criminal offense for which the sentence, including any term of probation, incarceration, or supervised release, was completed more than 10 years ago; or

(b) An offense involving conduct that would be immune from arrest, prosecution, or penalty pursuant to Chapter 453A of NRS, except that the conduct occurred before the effective date of Chapter 453A of NRS, or was prosecuted by an authority other than the State of Nevada.

7. "Locality" means a city or town, or, in reference to a location outside the boundaries of a city or town, a county.

8. "Marijuana" means all parts of any plant of the genus Cannabis, whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Marijuana" does not include:

(a) The mature stems of the plant, fiber produced from the stems, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stems (except the resin extracted therefrom), fiber, oil, or cake, the sterilized seed of the plant which is incapable of germination; or

(b) The weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

9. "Marijuana cultivation facility" means an entity licensed to cultivate, process, and package marijuana, to have marijuana tested by a marijuana testing facility, and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.

10. "Marijuana distributor" means an entity licensed to transport marijuana from a marijuana establishment to another marijuana establishment.

11. "Marijuana establishment" means a marijuana cultivation facility, a marijuana testing facility, a marijuana product manufacturing facility, a marijuana distributor, or a retail marijuana store.

12. "Marijuana product manufacturing facility" means an entity licensed to purchase marijuana, manufacture, process, and package marijuana and marijuana products, and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

13. "Marijuana products" means products comprised of marijuana or concentrated marijuana and other ingredients that are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.

14. "Marijuana paraphernalia" means any equipment, products, and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, preparing, testing, analyzing, packaging, repacking, storing, or containing marijuana, or for ingesting, inhaling, or otherwise introducing marijuana into the human body.

15. "Marijuana testing facility" means an entity licensed to test marijuana and marijuana products, including for potency and contaminants.

16. "Process" means to harvest, dry, cure, trim, and separate parts of the marijuana plant by manual or mechanical means, such as sieving or ice water separation, but not by chemical extraction or chemical synthesis.

17. "Public place" means an area to which the public is invited or in which the public is permitted regardless of age. "Public place" does not include a retail marijuana store.

18. "Retail marijuana store" means an entity licensed to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana products from marijuana product manufacturing facilities and retail marijuana stores, and to sell marijuana and marijuana products to consumers.

19. "Unreasonably Impracticable" means that the measures necessary to comply with the regulations require such a high investment of risk, money, time, or any other resource or asset that the operation of a marijuana establishment is not worthy of being carried out in practice by a reasonably prudent businessperson.

Sec. 4. Limitations. 1. Sections 1 to 18 do not permit any person to engage in and do not prevent the imposition of any civil, criminal, or other penalty for:

(a) Driving, operating, or being in actual physical control of a vehicle, aircraft, or vessel under power or sail while under the influence of marijuana or while impaired by marijuana;

(b) Knowingly delivering, giving, selling, administering, or offering to sell, administer, give, or deliver marijuana to a person under 21 years of age, unless:

(1) The recipient is permitted to possess marijuana pursuant to Chapter 453A of NRS; or

(2) The person demanded and was shown bona fide documentary evidence of the majority and identity of the recipient issued by a federal, state, county, or municipal government, or subdivision or agency thereof;

(c) Possession or use of marijuana or marijuana paraphernalia on the grounds of, or within, any facility or institution under the jurisdiction of the Nevada Department of Corrections;

(d) Possession or use of marijuana on the grounds of, or within, a school providing instruction in preschool, kindergarten, or any grades 1 through 12; or

(e) Undertaking any task under the influence of marijuana that constitutes negligence or professional malpractice.

2. Sections 1 to 18 do not prohibit:

(a) A public or private employer from maintaining, enacting, and enforcing a workplace policy prohibiting or restricting actions or conduct otherwise permitted under sections 1 to 18, inclusive, of this act;

(b) A state or local government agency that occupies, owns, or controls a building from prohibiting or otherwise restricting the consumption, cultivation, processing, manufacture, sale, delivery, or transfer of marijuana in that building;

(c) A person who occupies, owns, or controls a privately owned property from prohibiting or otherwise restricting the smoking, cultivation, processing, manufacture, sale, delivery, or transfer of marijuana on that property; or

(d) A locality from adopting and enforcing local marijuana control measures pertaining to zoning and land use for marijuana establishments.

3. Nothing in the provisions of sections 1 to 18, inclusive, of this act shall be construed as in any manner affecting the provisions of Chapter 453A of NRS relating to the medical use of marijuana.

Sec. 5. Powers and duties of the Department. 1. Not later than 12 months after the effective date of this act, the Department shall adopt all regulations necessary or convenient to carry out the provisions of sections 1 to 18, inclusive, of this act. The regulations must not prohibit the operation of marijuana establishments, either expressly or through regulations that make their operation unreasonably impracticable. The regulations shall include:

(a) Procedures for the issuance, renewal, suspension, and revocation of a license to operate a marijuana establishment;

(b) Qualifications for licensure that are directly and demonstrably related to the operation of a marijuana establishment;

(c) Requirements for the security of marijuana establishments;

(d) Requirements to prevent the sale or diversion of marijuana and marijuana products to persons under 21 years of age;

(e) Requirements for the packaging of marijuana and marijuana products, including requirements for child-resistant packaging;

(f) Requirements for the testing and labeling of marijuana and marijuana products sold by marijuana establishments including a numerical indication of potency based on the ratio of THC to the weight of a product intended for oral consumption;

(g) Requirements for record keeping by marijuana establishments;

(h) Reasonable restrictions on signage, marketing, display, and advertising;

(i) Procedures for the collection of taxes, fees, and penalties imposed by sections 1 to 18, inclusive, of this act;

(j) Procedures and requirements to enable the transfer of a license for a marijuana establishment to another qualified person and to enable a licensee to move the location of its establishment to another suitable location;

(k) Procedures and requirements to enable a dual licensee to operate medical marijuana establishments and marijuana establishments at the same location;

(l) Procedures to establish the fair market value at wholesale of marijuana; and

(m) Civil penalties for the failure to comply with any regulation adopted pursuant to this section or for any violation of the provisions of section 13 of this act.

2. The Department shall approve or deny applications for licenses pursuant to section 9 of this act.

3. The Department may by motion or on complaint, after investigation, notice of the specific violation, and an opportunity for a hearing, pursuant to the provisions of Chapter 233B of NRS, suspend, revoke, or fine a licensee for the violation of sections 1 to 18, inclusive, of this act or for a violation of a regulation adopted by the Department pursuant to this section.

4. The Department may immediately suspend the license of any marijuana establishment if the marijuana establishment knowingly sells, delivers, or otherwise transfers marijuana in violation of sections 1 to 18, inclusive, of this act, or knowingly purchases marijuana from any person not licensed pursuant to sections 1 of 18, inclusive, of this act or to Chapter 453A of NRS. The Department must provide an opportunity for a hearing pursuant to the provisions of NRS 233B.121 within a reasonable time from a suspension pursuant to this subsection.

5. To ensure that individual privacy is protected:

(a) The Department shall not require a consumer to provide a retail marijuana store with identifying information other than government-issued identification to determine the consumer's age; and

(b) A retail marijuana store must not be required to acquire and record personal information about consumers other than information typically acquired in a financial transaction conducted at a retail liquor store.

6. The Department shall conduct a background check of each prospective owner, officer, and board member of a marijuana establishment license applicant.

7. The Department shall inspect marijuana establishments as necessary to enforce sections 1 to 18, inclusive, of this act or the regulations adopted pursuant to this section.

Sec. 6. Personal Use and Cultivation of Marijuana. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, except as otherwise provided in sections 1 to 18, inclusive, of this act, it is lawful, in this State, and must not be used as the basis for prosecution or penalty by this State or a political subdivision of this State, and must not, in this State, be a basis for seizure or forfeiture of assets for persons 21 years of age or older to:

1. Possess, use, consume, purchase, obtain, process, or transport marijuana paraphernalia, one ounce or less of marijuana other than concentrated marijuana, or one-eighth of an ounce or less of concentrated marijuana;

2. Possess, cultivate, process, or transport not more than six marijuana plants for personal use and possess the marijuana produced by the plants on the premises where the plants were grown, provided that:

(a) Cultivation takes place within a closet, room, greenhouse, or other enclosed area that is equipped with a lock or other security device that allows access only to persons authorized to access the area; and

(b) No more than 12 plants are possessed, cultivated, or processed at a single residence, or upon the grounds of that residence, at one time;

3. Give or otherwise deliver one ounce or less of marijuana, other than concentrated marijuana, or one-eighth of an ounce or less of concentrated marijuana without remuneration to a person provided that the transaction is not advertised or promoted to the public; or

4. Assist another person who is 21 years of age or older in any of the acts described in this section.

Sec. 7. Marijuana Paraphernalia Authorized. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, it is not unlawful and shall not be an offense or be a basis for seizure or forfeiture of assets for persons 21 years of age or older to manufacture, possess, use, transport, or purchase marijuana paraphernalia, or to distribute or sell marijuana paraphernalia to a person who is 21 years of age or older.

Sec. 8. Lawful operation of marijuana establishments. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, except as otherwise provided in sections 1 to 18, inclusive, of this act, or the regulations adopted pursuant to section 5 of this act, it is lawful and must not, in this

State, be used as the basis for prosecution or penalty by this State or a political subdivision of this State, and must not, in this State, be a basis for seizure or forfeiture of assets for persons 21 years of age or older to:

1. Possess marijuana and marijuana products, purchase marijuana from a marijuana cultivation facility, purchase marijuana and marijuana products from a marijuana product manufacturing facility, return marijuana or marijuana products to a facility from which they were purchased, transport marijuana and marijuana products to or from a marijuana testing facility, use the services of a marijuana distributor to transport marijuana or marijuana products to or from marijuana establishments, or sell marijuana and marijuana products to consumers, if the person conducting the activities described in this subsection has a current, valid license to operate a retail marijuana store or is acting in the person's capacity as an agent of a retail marijuana store.
2. Cultivate, harvest, process, package, or possess marijuana, sell marijuana to a marijuana cultivation facility, a marijuana product manufacturing facility, or a retail marijuana store, transport marijuana to or from a marijuana cultivation facility, a marijuana product manufacturing facility, or a marijuana testing facility, use the services of a marijuana distributor to transport marijuana to or from marijuana establishments, or purchase marijuana from a marijuana cultivation facility, if the person conducting the activities described in this paragraph has a current, valid license to operate a marijuana cultivation facility or is acting in his or her capacity as an agent of a marijuana cultivation facility.
3. Package, process, manufacture, or possess marijuana and marijuana products, transport marijuana and marijuana products to or from a marijuana testing facility, a marijuana cultivation facility, or a marijuana product manufacturing facility, use the services of a marijuana distributor to transport marijuana or marijuana products to or from marijuana establishments, sell marijuana and marijuana products to a retail marijuana store or a marijuana product manufacturing facility, purchase marijuana from a marijuana cultivation facility, or purchase marijuana and marijuana products from a marijuana product manufacturing facility, if the person conducting the activities described in this paragraph has a current, valid license to operate a marijuana product manufacturing facility or is acting in his or her capacity as an agent of a marijuana product manufacturing facility.
4. Possess marijuana and marijuana products and transfer and transport marijuana and marijuana products between marijuana establishments, if the person transporting the marijuana and marijuana products has a current, valid license to operate as a marijuana distributor or is acting in his or her capacity as an agent of a marijuana distributor.
5. Possess, process, repackage, transport, or test marijuana and marijuana products if the person has a current, valid license to operate a marijuana testing facility or is acting in his or her capacity as an agent of a marijuana testing facility.
6. Lease or otherwise allow property owned, occupied, or controlled by any person, corporation, or other entity to be used for any of the activities conducted lawfully in accordance with this section.

Sec. 9. Contracts pertaining to marijuana enforceable. It is the public policy of the People of the State of Nevada that contracts related to the operation of marijuana establishments under sections 1 to 18, inclusive, of this act should be enforceable, and no contract entered into by a licensee, its employees, or its agents as permitted pursuant to a valid license issued by the Department, or by those who allow property to be used by a licensee, its employees, or its agents as permitted pursuant to a valid license issued by the Department, shall be deemed unenforceable on the basis that the actions or conduct permitted pursuant to the license are prohibited by federal law.

Sec. 10. Certification of marijuana establishments. 1. No later than 12 months after the effective date of this act, the Department shall begin receiving applications for marijuana establishments.
2. For 18 months after the Department begins to receive applications for marijuana establishments, the Department shall only accept applications for licenses for retail marijuana stores, marijuana product manufacturing facilities, and marijuana cultivation facilities pursuant to sections 1 to 18, inclusive, of this act,

from persons holding a medical marijuana establishment registration certificate pursuant to Chapter 453A of NRS.

3. For 18 months after the Department begins to receive applications for marijuana establishments, the Department shall issue licenses for marijuana distributors pursuant to sections 1 to 18, inclusive, of this act, only to persons holding a wholesale dealer license pursuant to Chapter 369 of NRS, unless the Department determines that an insufficient number of marijuana distributors will result from this limitation.

4. Upon receipt of a complete marijuana establishment license application, the Department shall, within 90 days:

(a) Issue the appropriate license if the license application is approved; or

(b) Send a notice of rejection setting forth the reasons why the Department did not approve the license application.

5. The Department shall approve a license application if:

(a) The prospective marijuana establishment has submitted an application in compliance with regulations adopted by the Department and the application fee required pursuant to section 12;

(b) The physical address where the proposed marijuana establishment will operate is owned by the applicant or the applicant has the written permission of the property owner to operate the proposed marijuana establishment on that property;

(c) The property is not located within:

(1) 1,000 feet of a public or private school that provides formal education traditionally associated with preschool or kindergarten through grade 12 and that existed on the date on which the application for the proposed marijuana establishment was submitted to the Department; or

(2) 300 feet of a community facility that existed on the date on which the application for the proposed marijuana establishment was submitted to the Department;

(d) The proposed marijuana establishment is a proposed retail marijuana store and there are not more than:

(1) 80 licenses already issued in a county with a population greater than 700,000;

(2) 20 licenses already issued in a county with a population that is less than 700,000 but more than 100,000;

(3) 4 licenses already issued in a county with a population that is less than 100,000 but more than 55,000;

(4) 2 licenses already issued in a county with a population that is less than 55,000;

(5) Upon request of a county government, the Department may issue retail marijuana store licenses in that county in addition to the number otherwise allowed pursuant to this paragraph;

(e) The locality in which the proposed marijuana establishment will be located does not affirm to the Department that the proposed marijuana establishment will be in violation of zoning or land use rules adopted by the locality; and

(f) The persons who are proposed to be owners, officers, or board members of the proposed marijuana establishment:

(1) Have not been convicted of an excluded felony offense; and

(2) Have not served as an owner, officer, or board member for a medical marijuana establishment or a marijuana establishment that has had its registration certificate or license revoked.

6. Competing applications. When competing applications are submitted for a proposed retail marijuana store within a single county, the Department shall use an impartial and numerically scored competitive bidding process to determine which application or applications among those competing will be approved.

Sec. 11. Expiration and renewal. 1. All licenses expire one year after the date of issue.

2. The Department shall issue a renewal license within 10 days of receipt of the prescribed renewal application and renewal fee from a marijuana establishment if its license is not under suspension or has not been revoked.

Sec. 12. Fee schedule. 1. The Department shall require each applicant for a marijuana establishment license to pay a one-time application fee of $5,000.

2. The Department may require payment of an annual licensing fee not to exceed:

For the initial issuance of a license for a retail marijuana store	$20,000
For a renewal license for a retail marijuana store	$6,600
For the initial issuance of a license for a marijuana cultivation facility	$30,000
For a renewal license for a marijuana cultivation facility	$10,000
For the initial issuance of a license for a marijuana product manufacturing facility	$10,000
For a renewal license for a marijuana product manufacturing facility	$3,300
For the initial issuance of a license for a marijuana distributor	$15,000
For a renewal license for a marijuana distributor	$5,000
For the initial issuance of a license for a marijuana testing facility	$15,000
For a renewal license for a marijuana testing facility	$5,000

Sec. 13. Marijuana establishment operating requirements. In addition to requirements established by rule pursuant to section 5 of this act:

1. Marijuana establishments shall:

(a) Secure every entrance to the establishment so that access to areas containing marijuana is restricted to persons authorized to possess marijuana;

(b) Secure the inventory and equipment of the marijuana establishment during and after operating hours to deter and prevent theft of marijuana;

(c) Determine the criminal history of any person before the person works or volunteers at the marijuana establishment and prevent any person who has been convicted of an excluded felony offense or who is not 21 years of age or older from working or volunteering for the marijuana establishment.

2. All cultivation, processing, and manufacture of marijuana must take place at a physical address approved by the Department and within an area that is enclosed and locked in a manner that restricts access only to persons authorized to access the area. The area may be uncovered only if it is enclosed with security fencing that is designed to prevent unauthorized entry and that is at least 8 feet high.

3. All cultivation, processing, and manufacture of marijuana must not be visible from a public place by normal unaided vision.

4. All cultivation, processing, and manufacture of marijuana must take place on property in the marijuana establishment's lawful possession or with the consent of the person in lawful physical possession of the property.

5. A marijuana establishment is subject to reasonable inspection by the Department, and a person who holds a marijuana establishment license must make himself or herself, or an agent thereof, available and present for any inspection required by the Department. The Department shall make reasonable accommodations so that ordinary business is not interrupted and safety and security procedures are not compromised by the inspection.

Sec. 14. Penalties. 1. Restrictions on personal cultivation.

(a) Except as otherwise provided in 453A of NRS, any person who:

(1) Cultivates marijuana plants within 25 miles of a retail marijuana store licensed pursuant to sections 1 to 18, inclusive, of this act, unless the person is a marijuana cultivation facility or a person acting in his or her capacity as an agent of a marijuana cultivation facility;

(2) Cultivates marijuana plants where they are visible from a public place by normal unaided vision; or

(3) Cultivates marijuana on property not in the cultivator's lawful possession or without the consent of the person in lawful physical possession of the property;

(b) Is guilty of:

(1) For a first violation, a misdemeanor punished by a fine of not more than $600.

(2) For a second violation, a misdemeanor punished by a fine of not more than $1,000.

(3) For a third violation, a gross misdemeanor.

(4) For a fourth or subsequent violation, a category E felony.

2. A person who smokes or otherwise consumes marijuana in a public place, in a retail marijuana store, or in a moving vehicle is guilty of a misdemeanor punished by a fine of not more than $600.

3. A person under 21 years of age who falsely represents himself or herself to be 21 years of age or older to obtain marijuana is guilty of a misdemeanor.

4. A person under 21 years of age who knowingly enters, loiters, or remains on the premises of a marijuana establishment shall be punished by a fine of not more than $500 unless the person is authorized to possess marijuana pursuant to Chapter 453A NRS and the marijuana establishment is a dual licensee.

5. A person who manufactures marijuana by chemical extraction or chemical synthesis, unless done pursuant to a marijuana product manufacturing license issued by the Department or authorized by Chapter 453A of NRS, is guilty of a category E felony.

6. A person who knowingly gives marijuana to any person under 21 years of age, or who knowingly leaves or deposits any marijuana in any place with the intent that it will be procured by any person under 21 years of age is guilty of a misdemeanor.

7. A person who knowingly gives marijuana to any person under 18 years of age, or who knowingly leaves or deposits any marijuana in any place with the intent that it will be procured by any person under 18 years of age is guilty of a gross misdemeanor.

8. Notwithstanding the provisions of sections 1 to 18, inclusive, of this act, after the effective date of this act, the legislature may amend provisions of this act to provide for the conditions in which a locality may permit consumption of marijuana in a retail marijuana store.

Sec. 15. Marijuana excise tax. 1. An excise tax is hereby imposed and must be collected by the State respecting wholesale sales of marijuana in this State by a marijuana cultivation facility at a rate of 15 percent of the fair market value at wholesale of the marijuana. The tax imposed pursuant to this subsection:

(a) Is the obligation of the marijuana cultivation facility; and

(b) Is separate from and in addition to any general state and local sales and use taxes that apply to retail sales of tangible personal property.

Sec. 16. Any tax revenues, fees, or penalties collected pursuant to sections 1 to 18, inclusive, of this act, first must be expended to pay the costs of the Department and of each locality in carrying out sections 1 to 8, inclusive, of this act and the regulations adopted pursuant thereto. The Department shall remit any remaining money to the State Treasurer to be deposited to the credit of the State Distributive School Account in the State General Fund.

Sec. 17. Severability. If any provision of this act, or the application thereof to any person, thing, or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of this act as a whole or any provision or application of this act which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this act are declared to be severable.

Sec. 18. Effective Date. This act shall become effective on October 1, 2015 if approved by the legislature, or on January 1, 2017 if approved by the voters.

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DESCRIPTION OF EFFECT

The initiative proposes statutory amendments that would regulate and tax marijuana similar to alcohol. If passed, persons at least 21 years old would be allowed to possess and use a limited amount of marijuana. Giving or selling marijuana to minors, driving under the influence of marijuana, and marijuana use in public would remain prohibited.

The Nevada Department of Taxation would issue licenses to marijuana retailers, suppliers, testing facilities, and distributors. The Department would determine the qualification for licensure, security, packaging, labeling and testing of marijuana. Counties, cities, and towns would control marijuana business locations. Marijuana businesses would not be able to operate near schools, childcare facilities, houses of worship, or certain other community facilities. Retail licenses will be limited in number. The Department would oversee marijuana businesses and licensees. Licensees who engage in certain conduct, including selling marijuana to minors, allowing minors on their premises, or permitting on-site marijuana consumption would be subject to penalties.

An excise tax of 15% would be imposed on wholesale sales of marijuana. The existing sales tax would apply to retail sales of marijuana. Net revenue generated under this proposal would be deposited in the Distributive School Account and used for support of K-12 education.

County of _____ **(Only registered voters of this county may sign below)**
Petition District:_____ **(Only registered voters of this petition district may sign below)**

			This space for Office Use Only
1	PRINT YOUR NAME (first, initial, last) YOUR SIGNATURE DATE / /	RESIDENCE ADDRESS ONLY CITY COUNTY PETITION DISTRICT	
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8-14

DESCRIPTION OF EFFECT

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8-15

DESCRIPTION OF EFFECT

The initiative proposes statutory amendments that would regulate and tax marijuana similar to alcohol. If passed, persons at least 21 years old would be allowed to possess and use a limited amount of marijuana. Giving or selling marijuana to minors, driving under the influence of marijuana, and marijuana use in public would remain prohibited.

The Nevada Department of Taxation would issue licenses to marijuana retailers, suppliers, testing facilities, and distributors. The Department would determine the qualification for licensure, security, packaging, labeling and testing of marijuana. Counties, cities, and towns would control marijuana business locations. Marijuana businesses would not be able to operate near schools, childcare facilities, houses of worship, or certain other community facilities. Retail licenses will be limited in number. The Department would oversee marijuana businesses and licensees. Licensees who engage in certain conduct, including selling marijuana to minors, allowing minors on their premises, or permitting on-site marijuana consumption would be subject to penalties.

An excise tax of 15% would be imposed on wholesale sales of marijuana. The existing sales tax would apply to retail sales of marijuana. Net revenue generated under this proposal would be deposited in the Distributive School Account and used for support of K-12 education.

County of _____ **(Only registered voters of this county may sign below)**
Petition District: _____ **(Only registered voters of this petition district may sign below)**

			This space for Office Use Only
19	PRINT YOUR NAME (first, initial, last)	RESIDENCE ADDRESS ONLY	
	YOUR SIGNATURE DATE / /	CITY COUNTY PETITION DISTRICT	
20	PRINT YOUR NAME (first, initial, last)	RESIDENCE ADDRESS ONLY	
	YOUR SIGNATURE DATE / /	CITY COUNTY PETITION DISTRICT	

AFFIDAVIT OF CIRCULATOR

(To be signed by circulator in the presence of a notary public)

STATE OF NEVADA)
)
County of _____)

I, _____, (print name), being first duly sworn under penalty of perjury, depose and say: (1) that I reside at _____ (print street, city and state); (2) that I am 18 years of age or older; (3) that I personally circulated this document; (4) that all signatures were affixed in my presence; (5) that the number of signatures affixed thereon is _____; and (6) that each person who signed had an opportunity before signing to read the full text of the act or resolution on which the initiative or referendum is demanded.

_____
Signature of Circulator

Subscribed and sworn to or affirmed before me this

____ day of _____, _____, by_____.

_____
Notary Public

8-16

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Question #2 Initiative to Regulate and Tax Marijuana

Are You Educated?

1. If Question 2 is passed, marijuana businesses will be licensed, regulated, and inspected by:
    a) The Nevada Department of Health and Human Services
    b) Nevada Division of Public and Behavioral Health
    c) Local County Liquor Board
    d) The Department of Taxation
    e) The Nevada Pharmaceutical Board

2. The 15% excise tax on fair market value of wholesale marijuana:
    a) Will go directly to Education
    b) Will go directly to Law Enforcement
    c) Will go directly to the Department of Taxation

3. If Question 2 is passed, individual counties can choose to have marijuana be illegal:
    a) True
    b) False

4. If Question 2 is passed:
    a) Possession of marijuana will be legal as of January 1, 2017.
    b) Possession of marijuana will not be legal until Section 5 (*regulations, taxation, and quality control*) is implemented.

5. Decriminalizing marijuana means
    a) I can grow my own plants
    b) There are no longer penalties involved with use or possession
    c) I can share my marijuana

FILED
APR 23 2014
SECRETARY OF STATE

INITIATIVE TO REGULATE AND TAX MARIJUANA

THE PEOPLE OF THE STATE OF NEVADA DO ENACT AS FOLLOWS:

Section 1. Short Title. Sections 1 to 18, inclusive, of this act may be cited as the Regulation and Taxation of Marijuana Act.

Sec. 2. Preamble.

In the interest of the public health and public safety, and in order to better focus state and local law enforcement resources on crimes involving violence and personal property, the People of the State of Nevada find and declare that the use of marijuana should be legal for persons 21 years of age or older, and its cultivation and sale should be regulated similar to other legal businesses.

The People of the State of Nevada declare that the cultivation and sale of marijuana should be taken from the domain of criminals and be regulated under a controlled system, where businesses will be taxed and the revenue will be dedicated to public education and to the enforcement of the regulations in this act.*

The People of the State of Nevada proclaim that marijuana should be regulated in a manner similar to alcohol so that:

(a) Marijuana may only be purchased from a business that is licensed by the State of Nevada;

(b) Business owners are subject to a review by the State of Nevada to confirm that the business owners and the business location are suitable to produce or sell marijuana;

(c) Cultivating, manufacturing, testing, transporting, and selling marijuana will be strictly controlled through state licensing and regulation;

(d) Selling or giving marijuana to persons under 21 years of age shall remain illegal;

(e) Individuals will have to be 21 years of age or older to purchase marijuana;

(f) Driving under the influence of marijuana will remain illegal; and

(g) Marijuana sold in the state will be tested and labeled.

Sec. 3. Definitions. As used in sections 1 to 18, inclusive, of this act, unless the context otherwise requires:

1. "Community facility" means a facility licensed to provide day care to children, a public park, a public playground, a public swimming pool, a center or facility the primary purpose of which is to provide recreational opportunities or services to children or adolescents, or a church, synagogue, or other building, structure, or place used for religious worship or other religious purpose.

2. "Concentrated marijuana" means the separated resin, whether crude or purified, obtained from marijuana.

3. "Consumer" means a person who is 21 years of age or older who purchases marijuana or marijuana products for use by persons 21 years of age or older, but not for resale to others.

4. "Department" means the Department of Taxation.

5. "Dual Licensee" means a person or group of persons who possess a current, valid registration certificate to operate a medical marijuana establishment pursuant to Chapter 453A of NRS and a license to operate a marijuana establishment under sections 1 to 18, inclusive, of this act.

6. "Excluded felony offense" means a conviction of an offense that would constitute a category A felony if committed in Nevada or convictions for two or more offenses that would constitute felonies if committed in Nevada. "Excluded felony offense" does not include:

(a) A criminal offense for which the sentence, including any term of probation, incarceration, or supervised release, was completed more than 10 years ago; or

(b) An offense involving conduct that would be immune from arrest, prosecution, or penalty pursuant to Chapter 453A of NRS, except that the conduct occurred before the effective date of Chapter 453A of NRS, or was prosecuted by an authority other than the State of Nevada.

7. "Locality" means a city or town, or, in reference to a location outside the boundaries of a city or town, a county.

8. "Marijuana" means all parts of any plant of the genus Cannabis, whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Marijuana" does not include:

(a) The mature stems of the plant, fiber produced from the stems, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stems (except the resin extracted therefrom), fiber, oil, or cake, the sterilized seed of the plant which is incapable of germination; or

(b) The weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

9. "Marijuana cultivation facility" means an entity licensed to cultivate, process, and package marijuana, to have marijuana tested by a marijuana testing facility, and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.

10. "Marijuana distributor" means an entity licensed to transport marijuana from a marijuana establishment to another marijuana establishment.

11. "Marijuana establishment" means a marijuana cultivation facility, a marijuana testing facility, a marijuana product manufacturing facility, a marijuana distributor, or a retail marijuana store.

12. "Marijuana product manufacturing facility" means an entity licensed to purchase marijuana, manufacture, process, and package marijuana and marijuana products, and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

13. "Marijuana products" means products comprised of marijuana or concentrated marijuana and other ingredients that are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.

14. "Marijuana paraphernalia" means any equipment, products, and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, preparing, testing, analyzing, packaging, repacking, storing, or containing marijuana, or for ingesting, inhaling, or otherwise introducing marijuana into the human body.

15. "Marijuana testing facility" means an entity licensed to test marijuana and marijuana products, including for potency and contaminants.

16. "Process" means to harvest, dry, cure, trim, and separate parts of the marijuana plant by manual or mechanical means, such as sieving or ice water separation, but not by chemical extraction or chemical synthesis.

17. "Public place" means an area to which the public is invited or in which the public is permitted regardless of age. "Public place" does not include a retail marijuana store.

18. "Retail marijuana store" means an entity licensed to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana products from marijuana product manufacturing facilities and retail marijuana stores, and to sell marijuana and marijuana products to consumers.

19. "Unreasonably Impracticable" means that the measures necessary to comply with the regulations require such a high investment of risk, money, time, or any other resource or asset that the operation of a marijuana establishment is not worthy of being carried out in practice by a reasonably prudent businessperson.

Sec. 4. Limitations. 1. Sections 1 to 18 do not permit any person to engage in and do not prevent the imposition of any civil, criminal, or other penalty for:

(a) Driving, operating, or being in actual physical control of a vehicle, aircraft, or vessel under power or sail while under the influence of marijuana or while impaired by marijuana;

(b) Knowingly delivering, giving, selling, administering, or offering to sell, administer, give, or deliver marijuana to a person under 21 years of age, unless:

(1) The recipient is permitted to possess marijuana pursuant to Chapter 453A of NRS; or

(2) The person demanded and was shown bona fide documentary evidence of the majority and identity of the recipient issued by a federal, state, county, or municipal government, or subdivision or agency thereof;

(c) Possession or use of marijuana or marijuana paraphernalia on the grounds of, or within, any facility or institution under the jurisdiction of the Nevada Department of Corrections;

(d) Possession or use of marijuana on the grounds of, or within, a school providing instruction in preschool, kindergarten, or any grades 1 through 12; or

(e) Undertaking any task under the influence of marijuana that constitutes negligence or professional malpractice.

2. Sections 1 to 18 do not prohibit:

(a) A public or private employer from maintaining, enacting, and enforcing a workplace policy prohibiting or restricting actions or conduct otherwise permitted under sections 1 to 18, inclusive, of this act;

(b) A state or local government agency that occupies, owns, or controls a building from prohibiting or otherwise restricting the consumption, cultivation, processing, manufacture, sale, delivery, or transfer of marijuana in that building;

(c) A person who occupies, owns, or controls a privately owned property from prohibiting or otherwise restricting the smoking, cultivation, processing, manufacture, sale, delivery, or transfer of marijuana on that property; or

(d) A locality from adopting and enforcing local marijuana control measures pertaining to zoning and land use for marijuana establishments.

3. Nothing in the provisions of sections 1 to 18, inclusive, of this act shall be construed as in any manner affecting the provisions of Chapter 453A of NRS relating to the medical use of marijuana.

Sec. 5. Powers and duties of the Department. 1. Not later than 12 months after the effective date of this act, the Department shall adopt all regulations necessary or convenient to carry out the provisions of sections 1 to 18, inclusive, of this act. The regulations must not prohibit the operation of marijuana establishments, either expressly or through regulations that make their operation unreasonably impracticable. The regulations shall include:

(a) Procedures for the issuance, renewal, suspension, and revocation of a license to operate a marijuana establishment;

(b) Qualifications for licensure that are directly and demonstrably related to the operation of a marijuana establishment;

(c) Requirements for the security of marijuana establishments;

(d) Requirements to prevent the sale or diversion of marijuana and marijuana products to persons under 21 years of age;

(e) Requirements for the packaging of marijuana and marijuana products, including requirements for child-resistant packaging;

(f) Requirements for the testing and labeling of marijuana and marijuana products sold by marijuana establishments including a numerical indication of potency based on the ratio of THC to the weight of a product intended for oral consumption;

(g) Requirements for record keeping by marijuana establishments;

(h) Reasonable restrictions on signage, marketing, display, and advertising;

(i) Procedures for the collection of taxes, fees, and penalties imposed by sections 1 to 18, inclusive, of this act;

(j) Procedures and requirements to enable the transfer of a license for a marijuana establishment to another qualified person and to enable a licensee to move the location of its establishment to another suitable location;

(k) Procedures and requirements to enable a dual licensee to operate medical marijuana establishments and marijuana establishments at the same location;

(l) Procedures to establish the fair market value at wholesale of marijuana; and

(m) Civil penalties for the failure to comply with any regulation adopted pursuant to this section or for any violation of the provisions of section 13 of this act.

2. The Department shall approve or deny applications for licenses pursuant to section 9 of this act.

3. The Department may by motion or on complaint, after investigation, notice of the specific violation, and an opportunity for a hearing, pursuant to the provisions of Chapter 233B of NRS, suspend, revoke, or fine a licensee for the violation of sections 1 to 18, inclusive, of this act or for a violation of a regulation adopted by the Department pursuant to this section.

4. The Department may immediately suspend the license of any marijuana establishment if the marijuana establishment knowingly sells, delivers, or otherwise transfers marijuana in violation of sections 1 to 18, inclusive, of this act, or knowingly purchases marijuana from any person not licensed pursuant to sections 1 of 18, inclusive, of this act or to Chapter 453A of NRS. The Department must provide an opportunity for a hearing pursuant to the provisions of NRS 233B.121 within a reasonable time from a suspension pursuant to this subsection.

5. To ensure that individual privacy is protected:

(a) The Department shall not require a consumer to provide a retail marijuana store with identifying information other than government-issued identification to determine the consumer's age; and

(b) A retail marijuana store must not be required to acquire and record personal information about consumers other than information typically acquired in a financial transaction conducted at a retail liquor store.

6. The Department shall conduct a background check of each prospective owner, officer, and board member of a marijuana establishment license applicant.

7. The Department shall inspect marijuana establishments as necessary to enforce sections 1 to 18, inclusive, of this act or the regulations adopted pursuant to this section.

Sec. 6. Personal Use and Cultivation of Marijuana. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, except as otherwise provided in sections 1 to 18, inclusive, of this act, it is lawful, in this State, and must not be used as the basis for prosecution or penalty by this State or a political subdivision of this State, and must not, in this State, be a basis for seizure or forfeiture of assets for persons 21 years of age or older to:

1. Possess, use, consume, purchase, obtain, process, or transport marijuana paraphernalia, one ounce or less of marijuana other than concentrated marijuana, or one-eighth of an ounce or less of concentrated marijuana;

2. Possess, cultivate, process, or transport not more than six marijuana plants for personal use and possess the marijuana produced by the plants on the premises where the plants were grown, provided that:

(a) Cultivation takes place within a closet, room, greenhouse, or other enclosed area that is equipped with a lock or other security device that allows access only to persons authorized to access the area; and

(b) No more than 12 plants are possessed, cultivated, or processed at a single residence, or upon the grounds of that residence, at one time;

3. Give or otherwise deliver one ounce or less of marijuana, other than concentrated marijuana, or one-eighth of an ounce or less of concentrated marijuana without remuneration to a person provided that the transaction is not advertised or promoted to the public; or

4. Assist another person who is 21 years of age or older in any of the acts described in this section.

Sec. 7. Marijuana Paraphernalia Authorized. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, it is not unlawful and shall not be an offense or be a basis for seizure or forfeiture of assets for persons 21 years of age or older to manufacture, possess, use, transport, or purchase marijuana paraphernalia, or to distribute or sell marijuana paraphernalia to a person who is 21 years of age or older.

Sec. 8. Lawful operation of marijuana establishments. Notwithstanding any other provision of Nevada law and the law of any political subdivision of Nevada, except as otherwise provided in sections 1 to 18, inclusive, of this act, or the regulations adopted pursuant to section 5 of this act, it is lawful and must not, in this

State, be used as the basis for prosecution or penalty by this State or a political subdivision of this State, and must not, in this State, be a basis for seizure or forfeiture of assets for persons 21 years of age or older to:

1. Possess marijuana and marijuana products, purchase marijuana from a marijuana cultivation facility, purchase marijuana and marijuana products from a marijuana product manufacturing facility, return marijuana or marijuana products to a facility from which they were purchased, transport marijuana and marijuana products to or from a marijuana testing facility, use the services of a marijuana distributor to transport marijuana or marijuana products to or from marijuana establishments, or sell marijuana and marijuana products to consumers, if the person conducting the activities described in this subsection has a current, valid license to operate a retail marijuana store or is acting in the person's capacity as an agent of a retail marijuana store.
2. Cultivate, harvest, process, package, or possess marijuana, sell marijuana to a marijuana cultivation facility, a marijuana product manufacturing facility, or a retail marijuana store, transport marijuana to or from a marijuana cultivation facility, a marijuana product manufacturing facility, or a marijuana testing facility, use the services of a marijuana distributor to transport marijuana to or from marijuana establishments, or purchase marijuana from a marijuana cultivation facility, if the person conducting the activities described in this paragraph has a current, valid license to operate a marijuana cultivation facility or is acting in his or her capacity as an agent of a marijuana cultivation facility.
3. Package, process, manufacture, or possess marijuana and marijuana products, transport marijuana and marijuana products to or from a marijuana testing facility, a marijuana cultivation facility, or a marijuana product manufacturing facility, use the services of a marijuana distributor to transport marijuana or marijuana products to or from marijuana establishments, sell marijuana and marijuana products to a retail marijuana store or a marijuana product manufacturing facility, purchase marijuana from a marijuana cultivation facility, or purchase marijuana and marijuana products from a marijuana product manufacturing facility, if the person conducting the activities described in this paragraph has a current, valid license to operate a marijuana product manufacturing facility or is acting in his or her capacity as an agent of a marijuana product manufacturing facility.
4. Possess marijuana and marijuana products and transfer and transport marijuana and marijuana products between marijuana establishments, if the person transporting the marijuana and marijuana products has a current, valid license to operate as a marijuana distributor or is acting in his or her capacity as an agent of a marijuana distributor.
5. Possess, process, repackage, transport, or test marijuana and marijuana products if the person has a current, valid license to operate a marijuana testing facility or is acting in his or her capacity as an agent of a marijuana testing facility.
6. Lease or otherwise allow property owned, occupied, or controlled by any person, corporation, or other entity to be used for any of the activities conducted lawfully in accordance with this section.

Sec. 9. Contracts pertaining to marijuana enforceable. It is the public policy of the People of the State of Nevada that contracts related to the operation of marijuana establishments under sections 1 to 18, inclusive, of this act should be enforceable, and no contract entered into by a licensee, its employees, or its agents as permitted pursuant to a valid license issued by the Department, or by those who allow property to be used by a licensee, its employees, or its agents as permitted pursuant to a valid license issued by the Department, shall be deemed unenforceable on the basis that the actions or conduct permitted pursuant to the license are prohibited by federal law.

Sec. 10. Certification of marijuana establishments. 1. No later than 12 months after the effective date of this act, the Department shall begin receiving applications for marijuana establishments.

2. For 18 months after the Department begins to receive applications for marijuana establishments, the Department shall only accept applications for licenses for retail marijuana stores, marijuana product manufacturing facilities, and marijuana cultivation facilities pursuant to sections 1 to 18, inclusive, of this act,

from persons holding a medical marijuana establishment registration certificate pursuant to Chapter 453A of NRS.

3. For 18 months after the Department begins to receive applications for marijuana establishments, the Department shall issue licenses for marijuana distributors pursuant to sections 1 to 18, inclusive, of this act, only to persons holding a wholesale dealer license pursuant to Chapter 369 of NRS, unless the Department determines that an insufficient number of marijuana distributors will result from this limitation.

4. Upon receipt of a complete marijuana establishment license application, the Department shall, within 90 days:

(a) Issue the appropriate license if the license application is approved; or

(b) Send a notice of rejection setting forth the reasons why the Department did not approve the license application.

5. The Department shall approve a license application if:

(a) The prospective marijuana establishment has submitted an application in compliance with regulations adopted by the Department and the application fee required pursuant to section 12;

(b) The physical address where the proposed marijuana establishment will operate is owned by the applicant or the applicant has the written permission of the property owner to operate the proposed marijuana establishment on that property;

(c) The property is not located within:

(1) 1,000 feet of a public or private school that provides formal education traditionally associated with preschool or kindergarten through grade 12 and that existed on the date on which the application for the proposed marijuana establishment was submitted to the Department; or

(2) 300 feet of a community facility that existed on the date on which the application for the proposed marijuana establishment was submitted to the Department;

(d) The proposed marijuana establishment is a proposed retail marijuana store and there are not more than:

(1) 80 licenses already issued in a county with a population greater than 700,000;

(2) 20 licenses already issued in a county with a population that is less than 700,000 but more than 100,000;

(3) 4 licenses already issued in a county with a population that is less than 100,000 but more than 55,000;

(4) 2 licenses already issued in a county with a population that is less than 55,000;

(5) Upon request of a county government, the Department may issue retail marijuana store licenses in that county in addition to the number otherwise allowed pursuant to this paragraph;

(e) The locality in which the proposed marijuana establishment will be located does not affirm to the Department that the proposed marijuana establishment will be in violation of zoning or land use rules adopted by the locality; and

(f) The persons who are proposed to be owners, officers, or board members of the proposed marijuana establishment:

(1) Have not been convicted of an excluded felony offense; and

(2) Have not served as an owner, officer, or board member for a medical marijuana establishment or a marijuana establishment that has had its registration certificate or license revoked.

6. Competing applications. When competing applications are submitted for a proposed retail marijuana store within a single county, the Department shall use an impartial and numerically scored competitive bidding process to determine which application or applications among those competing will be approved.

Sec. 11. Expiration and renewal. 1. All licenses expire one year after the date of issue.

2. The Department shall issue a renewal license within 10 days of receipt of the prescribed renewal application and renewal fee from a marijuana establishment if its license is not under suspension or has not been revoked.

Sec. 12. Fee schedule. 1. The Department shall require each applicant for a marijuana establishment license to pay a one-time application fee of $5,000.

2. The Department may require payment of an annual licensing fee not to exceed:

For the initial issuance of a license for a retail marijuana store	$20,000
For a renewal license for a retail marijuana store	$6,600
For the initial issuance of a license for a marijuana cultivation facility	$30,000
For a renewal license for a marijuana cultivation facility	$10,000
For the initial issuance of a license for a marijuana product manufacturing facility	$10,000
For a renewal license for a marijuana product manufacturing facility	$3,300
For the initial issuance of a license for a marijuana distributor	$15,000
For a renewal license for a marijuana distributor	$5,000
For the initial issuance of a license for a marijuana testing facility	$15,000
For a renewal license for a marijuana testing facility	$5,000

Sec. 13. Marijuana establishment operating requirements. In addition to requirements established by rule pursuant to section 5 of this act:

1. Marijuana establishments shall:

(a) Secure every entrance to the establishment so that access to areas containing marijuana is restricted to persons authorized to possess marijuana;

(b) Secure the inventory and equipment of the marijuana establishment during and after operating hours to deter and prevent theft of marijuana;

(c) Determine the criminal history of any person before the person works or volunteers at the marijuana establishment and prevent any person who has been convicted of an excluded felony offense or who is not 21 years of age or older from working or volunteering for the marijuana establishment.

2. All cultivation, processing, and manufacture of marijuana must take place at a physical address approved by the Department and within an area that is enclosed and locked in a manner that restricts access only to persons authorized to access the area. The area may be uncovered only if it is enclosed with security fencing that is designed to prevent unauthorized entry and that is at least 8 feet high.

3. All cultivation, processing, and manufacture of marijuana must not be visible from a public place by normal unaided vision.

4. All cultivation, processing, and manufacture of marijuana must take place on property in the marijuana establishment's lawful possession or with the consent of the person in lawful physical possession of the property.

5. A marijuana establishment is subject to reasonable inspection by the Department, and a person who holds a marijuana establishment license must make himself or herself, or an agent thereof, available and present for any inspection required by the Department. The Department shall make reasonable accommodations so that ordinary business is not interrupted and safety and security procedures are not compromised by the inspection.

Sec. 14. Penalties. 1. Restrictions on personal cultivation.

(a) Except as otherwise provided in 453A of NRS, any person who:

(1) Cultivates marijuana plants within 25 miles of a retail marijuana store licensed pursuant to sections 1 to 18, inclusive, of this act, unless the person is a marijuana cultivation facility or a person acting in his or her capacity as an agent of a marijuana cultivation facility;

(2) Cultivates marijuana plants where they are visible from a public place by normal unaided vision; or

(3) Cultivates marijuana on property not in the cultivator's lawful possession or without the consent of the person in lawful physical possession of the property;

(b) Is guilty of:

(1) For a first violation, a misdemeanor punished by a fine of not more than $600.

(2) For a second violation, a misdemeanor punished by a fine of not more than $1,000.

(3) For a third violation, a gross misdemeanor.

(4) For a fourth or subsequent violation, a category E felony.

2. A person who smokes or otherwise consumes marijuana in a public place, in a retail marijuana store, or in a moving vehicle is guilty of a misdemeanor punished by a fine of not more than $600.

3. A person under 21 years of age who falsely represents himself or herself to be 21 years of age or older to obtain marijuana is guilty of a misdemeanor.

4. A person under 21 years of age who knowingly enters, loiters, or remains on the premises of a marijuana establishment shall be punished by a fine of not more than $500 unless the person is authorized to possess marijuana pursuant to Chapter 453A NRS and the marijuana establishment is a dual licensee.

5. A person who manufactures marijuana by chemical extraction or chemical synthesis, unless done pursuant to a marijuana product manufacturing license issued by the Department or authorized by Chapter 453A of NRS, is guilty of a category E felony.

6. A person who knowingly gives marijuana to any person under 21 years of age, or who knowingly leaves or deposits any marijuana in any place with the intent that it will be procured by any person under 21 years of age is guilty of a misdemeanor.

7. A person who knowingly gives marijuana to any person under 18 years of age, or who knowingly leaves or deposits any marijuana in any place with the intent that it will be procured by any person under 18 years of age is guilty of a gross misdemeanor.

8. Notwithstanding the provisions of sections 1 to 18, inclusive, of this act, after the effective date of this act, the legislature may amend provisions of this act to provide for the conditions in which a locality may permit consumption of marijuana in a retail marijuana store.

Sec. 15. Marijuana excise tax. 1. An excise tax is hereby imposed and must be collected by the State respecting wholesale sales of marijuana in this State by a marijuana cultivation facility at a rate of 15 percent of the fair market value at wholesale of the marijuana. The tax imposed pursuant to this subsection:

(a) Is the obligation of the marijuana cultivation facility; and

(b) Is separate from and in addition to any general state and local sales and use taxes that apply to retail sales of tangible personal property.

Sec. 16. Any tax revenues, fees, or penalties collected pursuant to sections 1 to 18, inclusive, of this act, first must be expended to pay the costs of the Department and of each locality in carrying out sections 1 to 8, inclusive, of this act and the regulations adopted pursuant thereto. The Department shall remit any remaining money to the State Treasurer to be deposited to the credit of the State Distributive School Account in the State General Fund.

Sec. 17. Severability. If any provision of this act, or the application thereof to any person, thing, or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of this act as a whole or any provision or application of this act which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this act are declared to be severable.

Sec. 18. Effective Date. This act shall become effective on October 1, 2015 if approved by the legislature, or on January 1, 2017 if approved by the voters.

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DESCRIPTION OF EFFECT

The initiative proposes statutory amendments that would regulate and tax marijuana similar to alcohol. If passed, persons at least 21 years old would be allowed to possess and use a limited amount of marijuana. Giving or selling marijuana to minors, driving under the influence of marijuana, and marijuana use in public would remain prohibited.

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County of _____ **(Only registered voters of this county may sign below)**
Petition District:_____ **(Only registered voters of this petition district may sign below)**

This space for Office Use Only

1	PRINT YOUR NAME (first, initial, last) YOUR SIGNATURE DATE / /	RESIDENCE ADDRESS ONLY CITY COUNTY PETITION DISTRICT	
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Petition District:_____ **(Only registered voters of this petition district may sign below)**

						This space for Office Use Only
7	PRINT YOUR NAME (first, initial, last)		RESIDENCE ADDRESS ONLY			
	YOUR SIGNATURE	DATE / /	CITY	COUNTY	PETITION DISTRICT	
8	PRINT YOUR NAME (first, initial, last)		RESIDENCE ADDRESS ONLY			
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12	PRINT YOUR NAME (first, initial, last)		RESIDENCE ADDRESS ONLY			
	YOUR SIGNATURE	DATE / /	CITY	COUNTY	PETITION DISTRICT	

DESCRIPTION OF EFFECT

The initiative proposes statutory amendments that would regulate and tax marijuana similar to alcohol. If passed, persons at least 21 years old would be allowed to possess and use a limited amount of marijuana. Giving or selling marijuana to minors, driving under the influence of marijuana, and marijuana use in public would remain prohibited.

The Nevada Department of Taxation would issue licenses to marijuana retailers, suppliers, testing facilities, and distributors. The Department would determine the qualification for licensure, security, packaging, labeling and testing of marijuana. Counties, cities, and towns would control marijuana business locations. Marijuana businesses would not be able to operate near schools, childcare facilities, houses of worship, or certain other community facilities. Retail licenses will be limited in number. The Department would oversee marijuana businesses and licensees. Licensees who engage in certain conduct, including selling marijuana to minors, allowing minors on their premises, or permitting on-site marijuana consumption would be subject to penalties.

An excise tax of 15% would be imposed on wholesale sales of marijuana. The existing sales tax would apply to retail sales of marijuana. Net revenue generated under this proposal would be deposited in the Distributive School Account and used for support of K-12 education.

County of _____ **(Only registered voters of this county may sign below)**
Petition District:_____ **(Only registered voters of this petition district may sign below)**

			This space for Office Use Only
13	PRINT YOUR NAME (first, initial, last) YOUR SIGNATURE DATE / /	RESIDENCE ADDRESS ONLY CITY COUNTY PETITION DISTRICT	
14	PRINT YOUR NAME (first, initial, last) YOUR SIGNATURE DATE / /	RESIDENCE ADDRESS ONLY CITY COUNTY PETITION DISTRICT	
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This space for Office Use Only

19	PRINT YOUR NAME (first, initial, last)	RESIDENCE ADDRESS ONLY	
	YOUR SIGNATURE DATE / /	CITY COUNTY PETITION DISTRICT	
20	PRINT YOUR NAME (first, initial, last)	RESIDENCE ADDRESS ONLY	
	YOUR SIGNATURE DATE / /	CITY COUNTY PETITION DISTRICT	

AFFIDAVIT OF CIRCULATOR

(To be signed by circulator in the presence of a notary public)

STATE OF NEVADA)
)
County of _____)

I, _____, (print name), being first duly sworn under penalty of perjury, depose and say: (1) that I reside at _____ (print street, city and state); (2) that I am 18 years of age or older; (3) that I personally circulated this document; (4) that all signatures were affixed in my presence; (5) that the number of signatures affixed thereon is _____; and (6) that each person who signed had an opportunity before signing to read the full text of the act or resolution on which the initiative or referendum is demanded.

_____
Signature of Circulator

Subscribed and sworn to or affirmed before me this

____ day of _____, _____, by_____.

_____
Notary Public

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on additional information provided about the flood plain requirements that was not presented in the previous hearing in July regarding the request from Martin Stahl for the board to reconsider the motion of denying the development application DA 16-036 & DA 16-037 requesting a Master Plan Amendment and Zoning Map Amendment to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area =9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, (APN 1220-04-101-029) within the Minden/Gardnerville Community Plan. Presentation by Keith Ruben, Senior Planner, RO Anderson Engineering; with public comment prior to Board action.**

2. **Recommended Motion: Uphold the previous motion denying the proposed Master Plan and Zoning map amendments to multi-family housing as the property fronts Hwy 395**

Funds Available: ☐ **Yes** ☑ **N/A**

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016 Time Requested: 45 minutes**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: An application was submitted this month from RO Anderson Engineering with additional information from the applicant pertaining to the flood zone and their inability to raise the base Flood Elevation (BFE) are claiming that the requests made in our letter to the planning condition recommendation was not physically possible and they will need to build a garage under the unit to allow flood waters to enter the structure to ensure the BFE will not raise after the site improvements are made. They added an exhibit to clear up the crosswalk requirement. Please see the application as submitted to the town staff and the letter town staff provided to the County staff for the Planning Commission meeting.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

August 3, 2016

Attn: Heather Anderson, Associate Planner
Douglas County Community Development Department
PO Box 218
Minden, NV 89423

RE: A request by Martin Stahl for a Master Plan Amendment and Zoning Map Amendment (DA 16-036 & DA 16-037) requesting to change the master plan designation from Commercial to Multi-Family Residential and to change the zoning designation from Neighborhood Commercial to Multi-Family Residential (maximum density of 16 units per acre; 1.66 x 16/acre=26.56 units; min net lot area = 9,000) The subject property is located at 1378 N Hwy 395, Gardnerville, in the Minden/Gardnerville Community Plan. (APN 1220-04-101-029)

The Gardnerville Town Board heard both items at the August 2, 2016 meeting and recommends **denial** for both the Master Plan Amendment and Zoning Map Amendment request DA 16-036 and 037.

The Town board does recognize the need for additional Multi Family Residential apartments within the town, but they did not feel like this was the best location for the use and had three issues to address:

1. Follow the recommended use as described in the 2006 Plan for Prosperity as Mixed Use Commercial (MUC) along the Highway 395 corridor specifically to the "S" curve. An alternative discussed during the meeting was to provide the closest building to Highway 395 with the ground floor for commercial/retail usage and apartments above; and leave the other two apartment buildings as currently proposed. This will maintain the commercial feel along the Highway 395 corridor.
2. The Board is concerned about pedestrian access and the crosswalk locations to the site and having to cross Highway 395 to access shopping, schools and parks.
3. The Board did not feel that the change in Master Plan and Zoning map met finding D which specifically referencing "*reflects a logical change to the boundaries of the area in that it allows infrastructure to be extended in efficient increments and patterns, it creates a perceivable community edge as strong as the one it replaces*". There is not a proposed access from Kingslane to the site as an extension of the existing MFR zoning, thereby not meeting finding D. The proposed use does isolate the two adjacent commercial buildings on either side of the project, creating a mixed use of sorts, but the Board desires to follow the Plan for Prosperity.

If you have any questions or comments or require additional information, please do not hesitate to contact me at 782-7134.

Sincerely,

Thomas A. Dallaire, P.E., Gardnerville Town Manager

Above:

There are important investment opportunities along Main Street including infill development sites and historic buildings that can be renovated.

Below Left and Right:

The Ezell Mansion and historic storefront buildings in Old Town reflect the traditional craftsmanship and scale desired in new infill development.

- Traffic should be calmed and directed to make shopping in Gardnerville comfortable and safe.

1.3 Goals and Policies

The community identified goals and policies for various segments of the US 395 corridor. These included policies for land use, circulation and design for each segment.

Old Town

There is an opportunity to revitalize Gardnerville's traditional Main Street area with a vibrant mixed-use commercial district using preserved historic buildings and compatible news new structures, friendly and comfortable places to walk, and parking that supports economic objectives. Old Town should become a cultural destination that draws visitors.

GOAL 1: Revitalize Old Town

To revitalize Old Town Gardnerville as a mixed-use community center serving residents and visitors.

Policy 1.1: Old Town Land Use

Old Town should include a variety of civic, commercial and residential uses that support the creation of a lively Carson Valley destination and a central place for Gardnerville.

Policy 1.2: Old Town Circulation

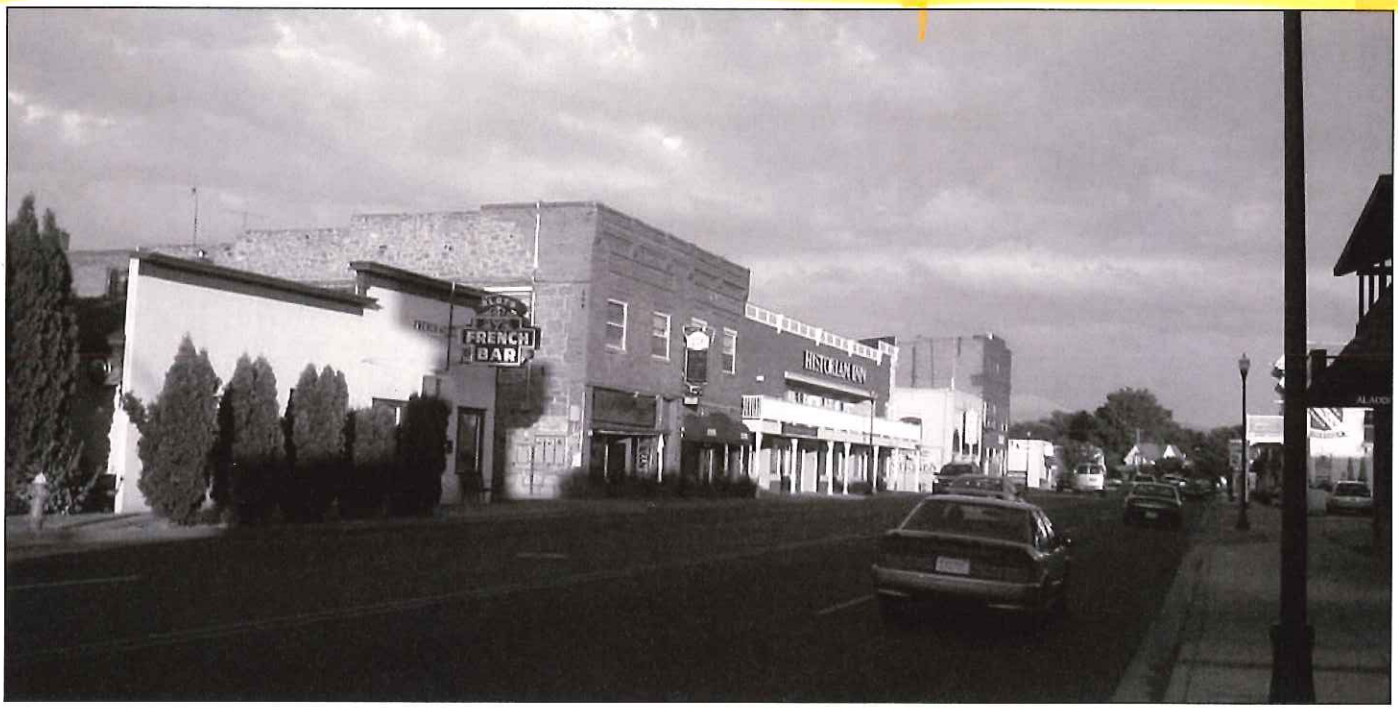
Public and private investment in Old Town should enhance pedestrian access, calm and slow traffic, providing convenient parking,

Policy 1.3: Old Town Urban Design

New development should reflect the pedestrian scale, orientation and character of Gardnerville's traditional commercial, residential and mixed-use buildings.

The 'S' Curve

The community views the curve in US 395, where historic Main Street met Douglas Road, as an area with



opportunities for reinvestment. Commercial uses including retail, office, and hotels were identified as most desirable. New landscaping and architecture that resembles Gardnerville's older buildings was recommended.

GOAL 2: Create a New 'S' Curve
To redevelop the 'S' Curve as a visually pleasing mixed-use project.

Policy 2.1: 'S' Curve Land Use
Redevelop the 'S' Curve as a mixed-use extension and entry for Old Town with visitor, commercial, and residential uses.

Policy 2.2: 'S' Curve Circulation
New investment should resolve the roadway safety of the curve and enhance pedestrian connections to adjacent neighborhoods and Old Town.

Policy 2.3: 'S' Curve Urban Design
New development should incorporate historic buildings, hide parking and make an esthetic thematic connection to Old Town.

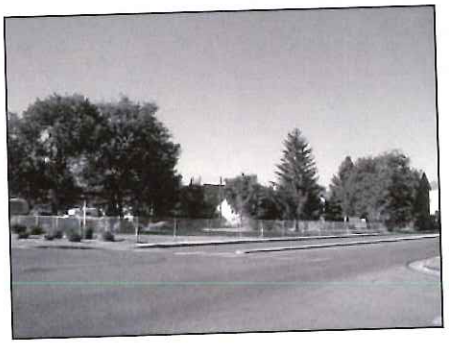
Millerville/North Town Commercial
The strip commercial area between Minden and Gardnerville is an area that can be improved as a commercial address. There is an opportunity to create a more seamless connection to Minden with quality commercial that caters to both locals and visitors on US 395.

GOAL 3: Improve Relationship to Minden
To improve the esthetic and land use continuity for Gardnerville's northern entry along US 395.

Policy 3.1: Millerville Land Use
Gardnerville's northern entry should include commercial and institutional uses that take advantage of US 395 regional visibility.

Policy 3.1: Millerville Circulation
New investment should reduce the number of pedestrian and auto conflicts.

Policy 3.3: Millerville Urban Design
Site planning and building design should reflect the traditional character of Gardnerville's adjacent commercial and residential areas.

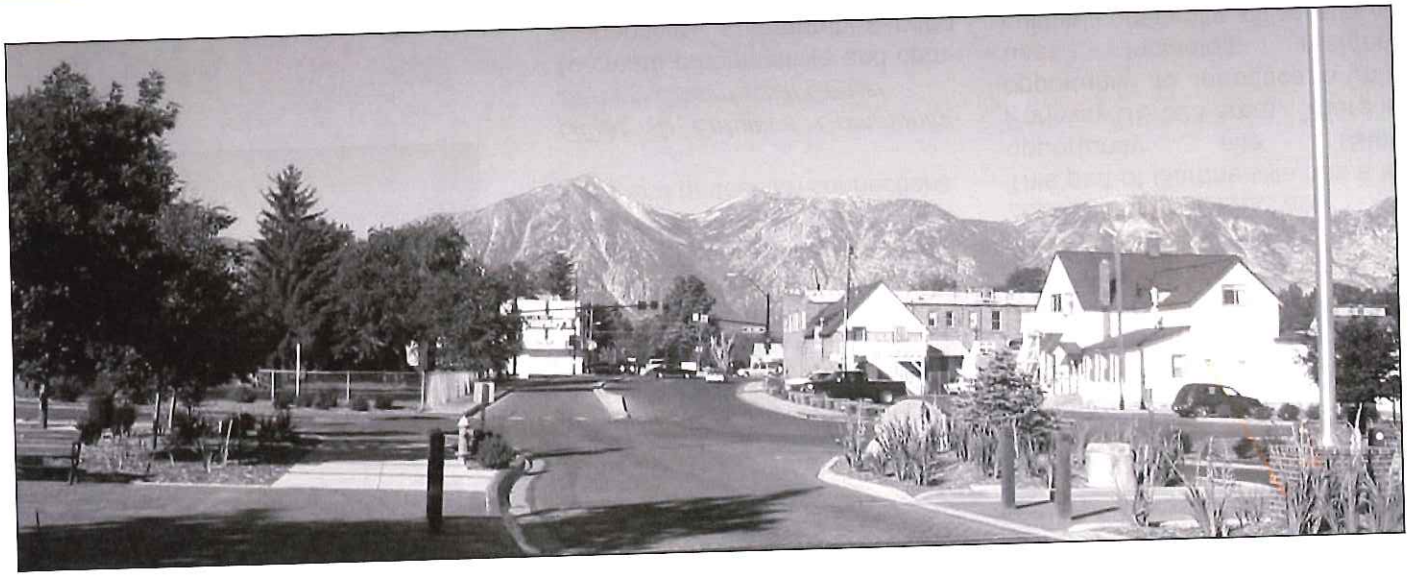


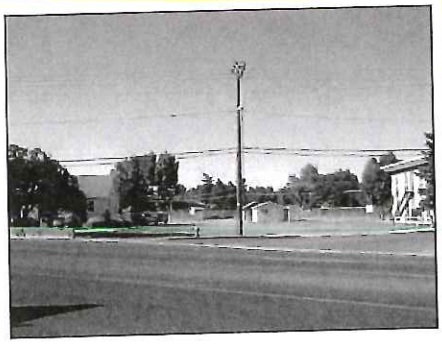
Above:

Heritage park represents a significant investment by the Town to create a civic space that can be programmed and act as a catalyst for new investment. There are several important infill sites that edge the park. Development of these sites should activate and shape the parks edges with pedestrian-friendly projects.

Below:

Gilman Street is and important civic street passing through Heritage Park. It creates Old Town's "number one" corner on Main Street.





Above:

The 'S' Curve's revitalization linked to Old Town is important to the Town. Resolving traffic engineering problems and developing mixed-use projects that activate the street edge while creating walkable residential neighborhood is an overall goal.

Below:

The southern entry to Gardnerville needs new investment that improves the entry experience. The goals and policies for this area emphasizes infill mixed-use projects with commercial frontage.

Commercial Quad

The intersection of US 395 and Waterloo is an important community commercial address. It can provide for contemporary retail services and designed to reflect the scale and character of Gardnerville's traditional Old Town with an emphasis on landscaping and pedestrian connections.

GOAL 4: Enhance Community-Serving Commercial Center

To create a competitive and comprehensive community-serving commercial center.

Policy 4.1: Commercial Quad Land Use

New commercial uses located in the Commercial Quad area should enhance its role as a sub-regional and community-serving address.

Policy 4.2: Commercial Quad Circulation

The development of projects in the Commercial Quad area should have easy access for automobiles and safe pedestrian connection between parcels and adjacent areas.

Policy 4.3: Commercial Quad Urban Design

New development in the Commercial Quad area should contribute to the overall character of the district as a convenient and comfortable shopping experience.

South-Central Gardnerville

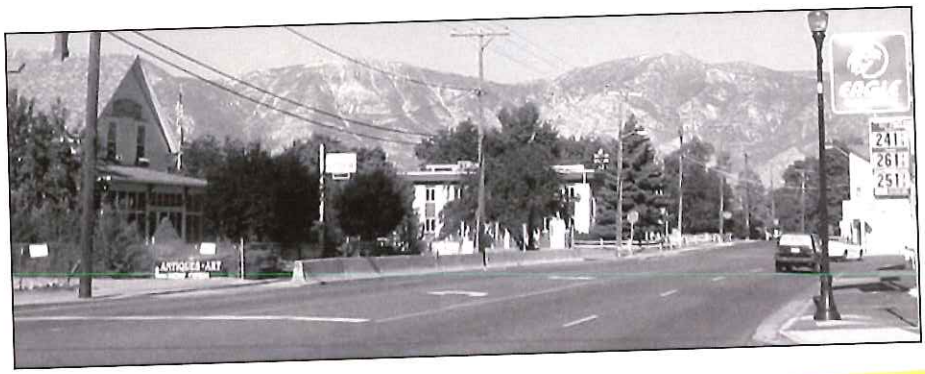
This part of Gardnerville has a large opportunity site (Stodick Parkway/US 395 area). There is an opportunity to introduce a mix of uses including residential, cultural/community, office and retail. This area can be planned as a connected and pedestrian-scaled neighborhood.

GOAL 5: Provide Commercial Services for Residential Uses

To develop US 395 frontage with connected and complementary commercial services uses for adjacent residential neighborhoods.

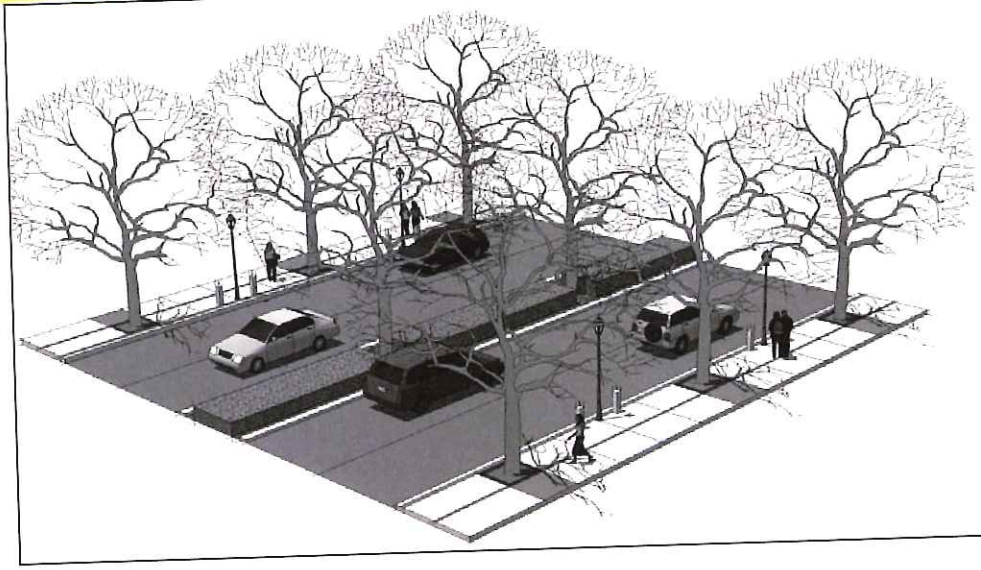
Policy 5.1: South-Central Land Use

New development on US 395 frontage should include commercial and residential uses that compliment and serve adjacent subdivisions.



Left:

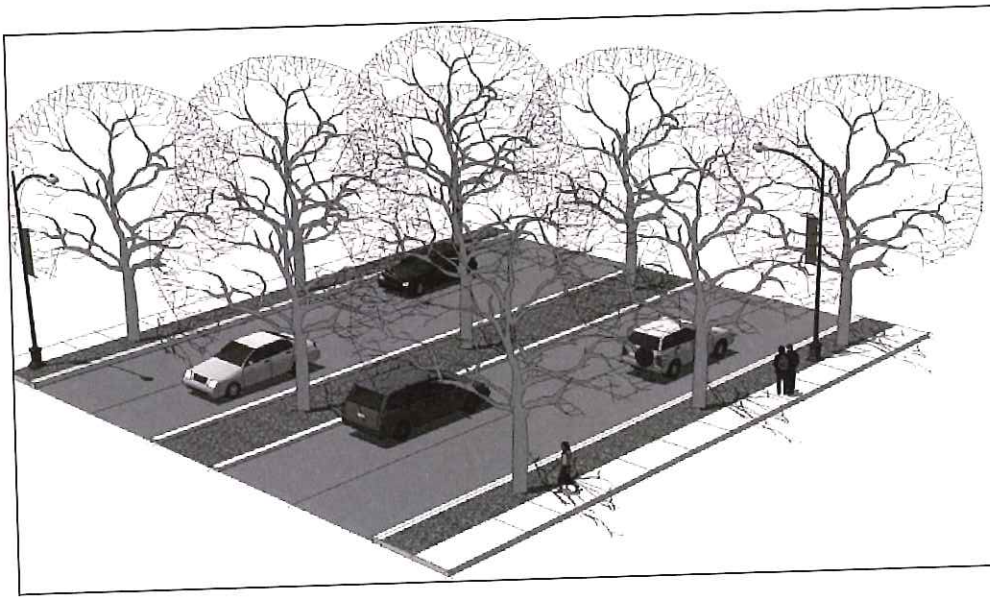
The 'S' Curve and Main Street section of US 395 have the greatest need for pedestrian safety and amenities. The roadway concepts for these areas include the highest level improvements consistent with pedestrian shopping districts.



Section 2: North Entry

Features

- 80' ROW (illustrated)
- 4 travel lanes
- Turn lane at major intersections
- Median
- 12' Sidewalk with tree pockets
- Canopy trees and shrubs in median
- Canopy trees in sidewalk tree pockets
- Pedestrian-scaled lighting



Section 3: Commercial Quad/Stodick and 395

Features

- 80' ROW (illustrated)
- 4 travel lanes
- Turn lane at major intersections
- Median
- 6' Planting strip
- 6' Sidewalk
- Canopy trees in planting strip and median
- Vehicular-scaled lighting

cy in the Gardnerville Plan for Prosperity is to calm traffic and improve the comfort and safety of pedestrians. Gilman Street is an important cross street and connection to Heritage Park and the Chichester Neighborhood north of Old Town. This street also provides access to side streets and parking. Local side streets have traditionally provided access to residential neighborhoods and parking located in the rear of commercial parcels. The circulation concept reinforces this access pattern and discourages curb cuts that interrupt traffic flow and sidewalks.

One of the most important features in the planning for Old Town is the formation of a parking district. The land use concept requires creating a pool of on-street and eventually off-street public parking. An in-lieu fee program would be developed to support the management and capital improvements necessary to sustain a parking district. The parking concept identifies existing and future on-street inventory of 270 spaces and potential off-street lots and structures with up to 600 spaces.

Old Town Urban Design Concept

Central to the urban design concept for Old Town is building on the traditional scale and character of historic buildings and streets. The urban design concept enhances four important places in Old Town.

Storefront District: Enhancing Gardnerville's Traditional Main Street

Main Street's walking edges and continuity is patched and enhanced by new investment. Transparent storefronts edge the street and commercial uses provide interest.

Heritage Park: Activating Edges

Heritage Park's south side is activated with mixed-use development that enjoys views of the park and mountains. The other side would also be mixed-use development at the Gilman/Ezell edges. These residents will provide "eyes-on-the-park" security and spatially enclose it as originally envisioned.

Gilman Gateway: Reinforcing Gardnerville's "Number One Corner"

There are parcels at Gilman and Main Street that can be redeveloped into larger mixed-use projects, possibly including hotels, a use traditionally found at this intersection. A combination of renovation and new development would provide a three-story street facade and ground floor uses that activate the pedestrian edge.

Above:
Mixed-use infill is envisioned along main Street that has ground floor commercial with residential or office above

'S' Curve Gateway: Changing the Image of the Curve

New investment facing the 'S' Curve would reflect the scale and massing of the existing historic house. Two-story commercial and residential uses would be designed to activate the Main Street edge and also include internal courtyards.

Above:
Horizontal mixed-use development is envisioned for the park edges. This includes commercial uses at the corners and townhouse residential uses that create a walkable neighborhood.

Above:
Opportunity site at the 'S' Curve

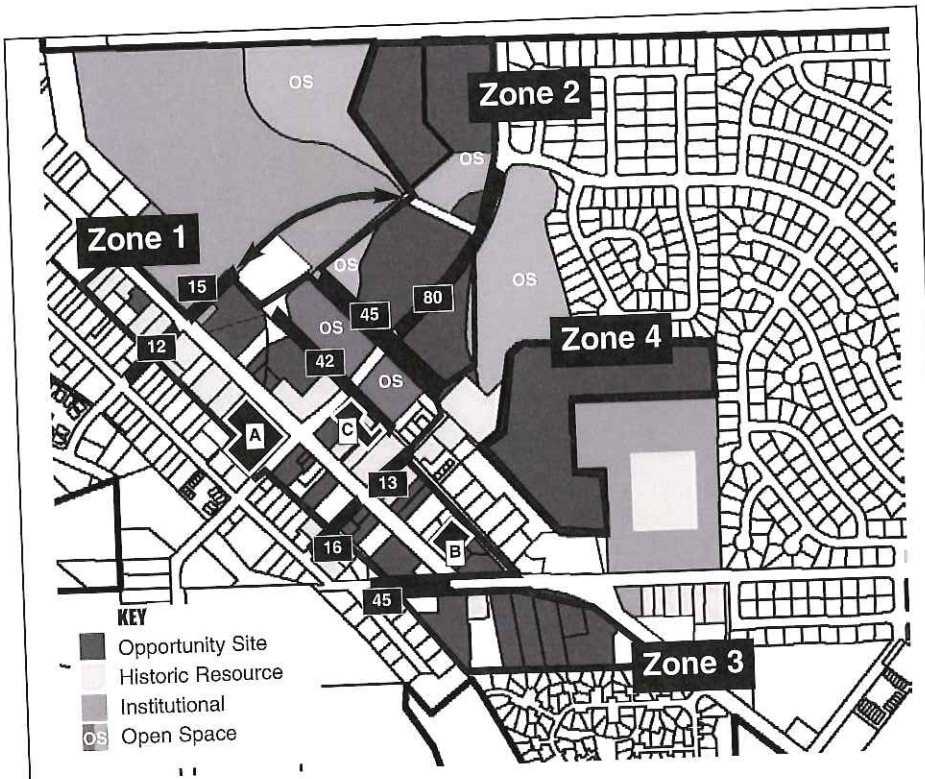
the land use concept continues to emphasize the pedestrian scale and street-oriented design found in historic storefront and residential buildings. Commercial frontage is envisioned along Main Street and Heritage Park. Visitor uses, such as restaurants and hotels, are also to be concentrated in Old Town. Residential uses are to be located above commercial uses in the Main Street area and in townhouse densities north of Heritage Park and adjacent to commercial frontage at the 'S' Curve.

Old Town Circulation Concept

Old Town has always been focused around Main Street/US 395. As the highway has been widened, it has displaced on-street parking and narrowed sidewalks. An important poli-

Right:

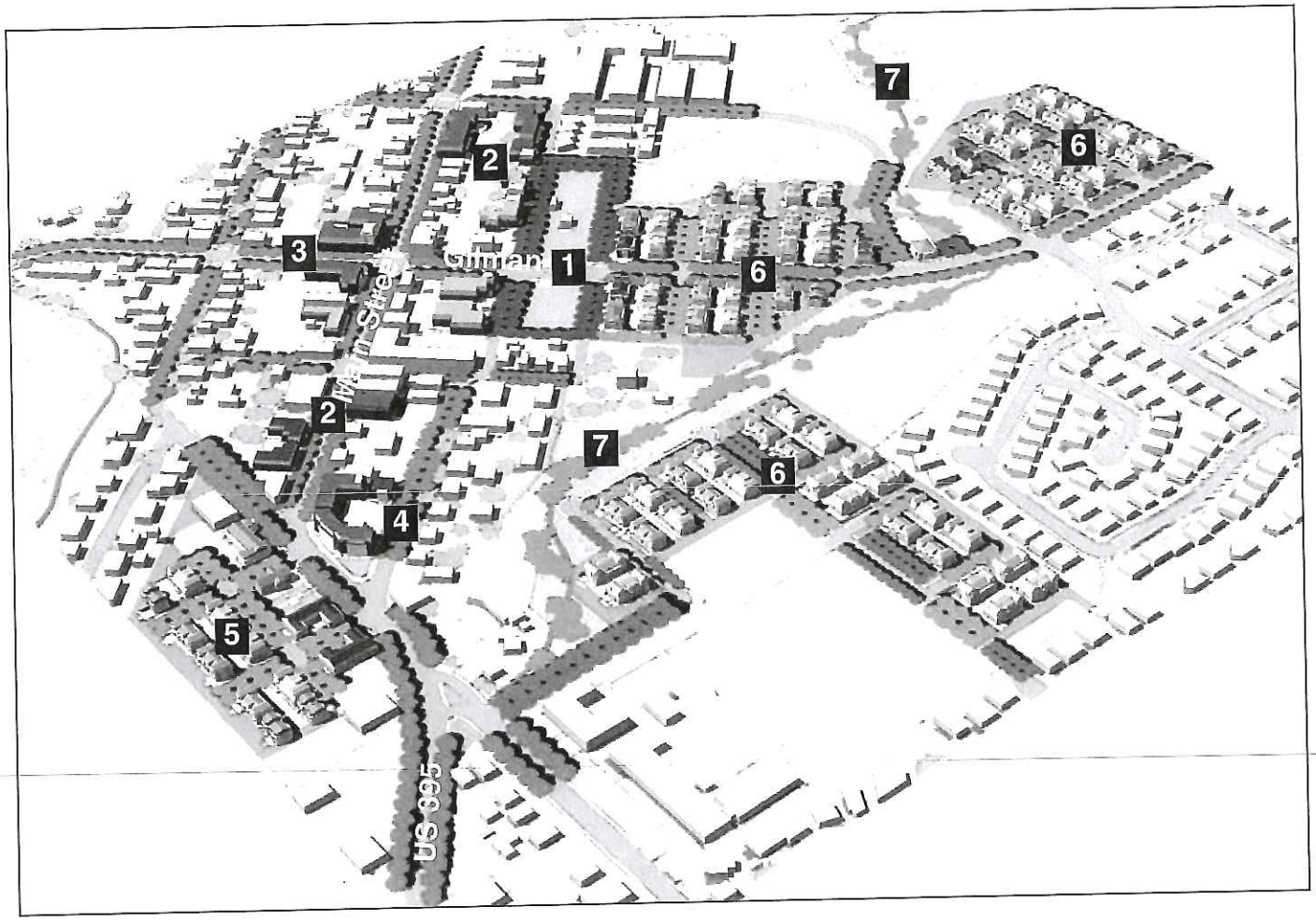
The parking concept identifies existing and future on-street inventory of 270 spaces and potential off-street lots and structures with up to 600 spaces. This will support an additional 225,000 SF of commercial uses (at four spaces per 1,000 SF of development) and visitor parking for 380 units of housing (at one space per four units).



Old Town Public Parking Concept

	On-Street Parking	Phase 2 Parking Lot	Phase 3 Parking Structure	Build-out Demand*
Zone 1: Main Street	143 spaces	Lot A-177 new spaces Lot B-26 new spaces	Lot A-260 new spaces Lot C-60 new spaces	489 spaces (505 potential new)
Zone 2: Gilman Avenue	80 spaces	NA	NA	53 visitor spaces 40 comm. spaces
Zone 3: 'S' Curve	45 spaces	NA	NA	18 visitor spaces 40 comm. spaces
Zone 4: Hellwinkel Ranch	0 spaces	NA	NA	24 visitor spaces

* Assumptions:
50% off-site spaces for commercial uses
100% new storefront buildings in mixed-use areas
visitor parking (1/4 du's) for residential

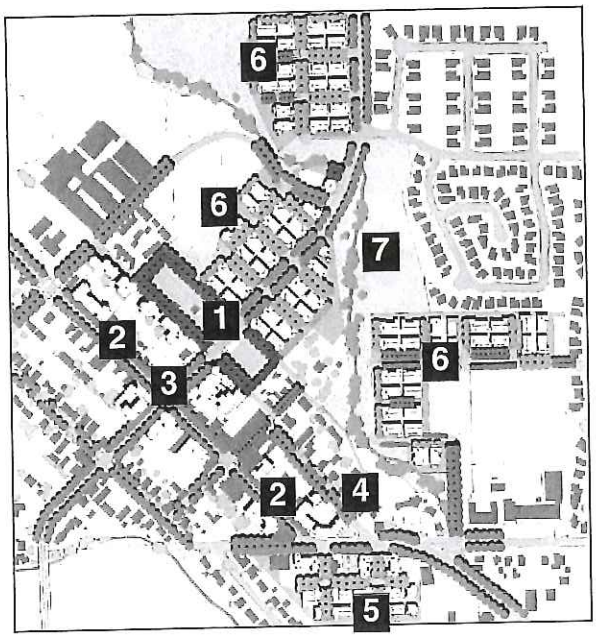


Below:

This graphic is an aerial view of a 3-D model of Old Town and the 'S' Curve district. The view is from the south.

KEY

1. *Heritage Park mixed-use projects*
2. *Infill mixed-use projects along Main Street/US 395*
3. *Redevelopment of the Sharkeys opportunity sites with a mixed-use and parking project*
4. *'S' Curve vertical mixed-use project, plaza and parking*
5. *'S' Curve horizontal mixed-use development with commercial frontage and townhouse neighborhood*
6. *Townhouse neighborhood with commercial uses facing Heritage Park at Gilman*
7. *Open space corridor*



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

Town of Gardnerville Nevada
Est. 1879

RECEIVED
AUG 24 2016
BY

Ck # 3209

PROJECT REVIEW APPLICATION

Location
Street Address: 1378 N. Hwy 395 Gardnerville, NV
Assessor's Parcel Number: 1220-04-101-029
Current Zoning Designation: Neighborhood Commercial
Current Master Plan Designation: Commercial; Flood Zone Designation: AO D1 and AE

Project Description
A Master Plan Amendment to change the Master Plan Designation from Commercial to Multi-Family Residential and the Zoning designation from Neighborhood Commercial to Multi-Family Residential, on a 1.66 acre parcel, located within the town of Gardnerville.

Applicant:
Name: Martin Stahl
Address: 287 Shadow Mountain Rd. Gardnerville, NV 89460
Telephone Number: (775) 690-5965 Fax Number: ( )

Owner:
Name: Martin Stahl
Address: 287 Shadow Mountain Rd. Gardnerville, NV 89460
Telephone Number: (775) 690-5965 Fax Number: ( )

Engineer:
Name: R.O. Anderson Engineering, Inc.
Address: 1603 Esmeralda Ave. Minden, NV 89423
Telephone Number: (775) 215-5015 Fax Number: ( )

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

Applicant or Applicant's Representative:
Keith Ruben, AICP
Director of Planning & Entitlements
Printed Name

Signature

8/23/16
Date

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

(Application and all materials related to the project review need to be submitted to the Town office by the Friday two weeks before the Board meeting. Town board meetings are held the first Tuesday of each month)

R O Anderson

August 24, 2016

Tom Dallaire, P.E.
TOWN OF GARDNERVILLE
1407 Highway 395 North
Gardnerville, Nevada 89410

Stahl Master Plan Amendment
Request for Rehearing

Dear Mr. Dallaire,

On behalf of our client, Martin Stahl, please consider this letter the Owner's request for a rehearing of this development application for a master plan amendment and zone change from Commercial/Neighborhood Commercial to Multifamily/Multifamily Residential.

This rehearing is requested and necessary based on the findings from our recently completed evaluation of the Special Flood Hazard Area (SFHA) of the Martin Slough, which effects Mr. Stahl's parcel as well as the adjacent parcels. Our evaluation, a copy of which is attached, demonstrates that it is impossible for Mr. Stahl to develop the property as suggested the Town's Plan for Prosperity – Mixed Use Commercial with the ground floor being used for retail purposes. As we understand it, the Town Board has interpreted the Plan for Prosperity as requiring the zoning district for this parcel to be Mixed Use Commercial and, furthermore, that each individual parcel must be developed to incorporate both commercial and multifamily uses. The Town suggested in its letter dated August 3, 2016 to County Planner Heather Anderson *that "An alternative discussed during the meeting was to provide the closest building to Highway 395 with the ground floor for commercial /retail with apartments above".*

This particular parcel, and the area in general, is affected by a highly constrained portion of the Martin Slough floodplain that cannot be developed with "ground floor" retail without adversely affecting adjacent properties. Essentially, to avoid adverse impacts to adjacent properties and structures, flood flows must pass through the structure in order to not precipitate a rise in the base flood elevation. This typically is addressed by placing open parking areas on the ground floor that allow flood flows to pass under the structure. With retail space on the ground floor this is simply not possible. There is no demand for second story retail in this area and developing unused/undesirable commercial space would do little to accomplish the Town's goals and objectives of the Plan for Prosperity. We would also note that the preliminary development plan provided by the Owner with this application is conceptual in nature and, as you know, Design Review-level plans and details will be submitted for review and comments by the Town Board prior to moving forward with any development of this site.

The other reason for the Board's recommendation, concern about the proximity of the site to pedestrian access and the crosswalk locations is addressed with the included exhibit. This exhibit demonstrates the location of sidewalks relative to the existing crosswalk at Kingslane and Raley's supermarket located on opposite sides of U.S. Highway 395. There is a clear path from the proposed

9-3

Physical
1603 Esmeralda Avenue
Minden, Nevada 89423
775.782.2322

Mailing
P.O. Box 2229
Minden, Nevada 89423
www.ROAnderson.com

Minden, Nevada
Reno, Nevada
South Lake Tahoe, California

R O Anderson

site utilizing the existing sidewalks to gain access to this crosswalk. The Owner, based on the Town's stated concerns, is willing to cooperate with the Town to apply for an NDOT encroachment permit and, if approved, make a contribution to the cost of constructing flashing pedestrian signals at this location, similar to those found in the Town of Minden near the ARCO service station. The Owner will also construct the sidewalk if permitted within the existing right-of-way or easements, connecting the terminus of the existing sidewalk at the Kingslane entrance at U.S 395 to the sidewalk which terminates along at the southern end of Kingslane. (See attached graphic).

Due to the site constraints that are peculiar to this location, development of Mixed Use Commercial, which requires ground floor habitable space in order to be economically viable would cause impacts to the flood plain and the adjacent owners that cannot be mitigated. Development of this site without impacting adjacent properties necessitates construction techniques that allow flood flows to pass unimpeded. This physical and administrative constraint is best addressed by a multifamily development with habitable space on the second floor and parking spaces on the ground floor allowing flood flows to pass through the structure.

Accordingly, we respectfully request the opportunity to present the results of this hydraulic analysis to the Board and, based on those results, ask the Board to re-consider its denial of the MPA/ZC request.

Thank you for your consideration regarding this matter. It is our hope that this matter can be placed on the September agenda for the Town Board to reconsider.

Sincerely,

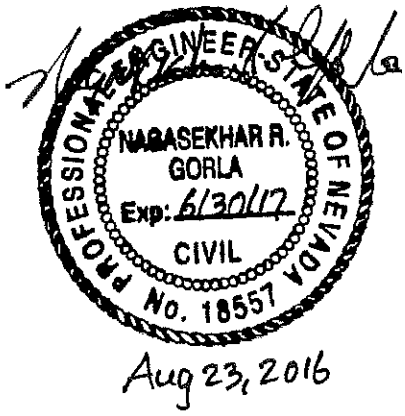
R.O. ANDERSON ENGINEERING, INC.

Keith E. Ruben, AICP
Director of Planning & Entitlements

Cc: Heather Ferris, Senior Planner
Martin Stahl

R O Anderson

TECHNICAL MEMORANDUM



Aug 23, 2016

DATE: August 23, 2016

TO: Erik Nilssen, P.E., CFM, WRS
DOUGLAS COUNTY COMMUNITY DEVELOPMENT
PO Box 218
Minden, NV 89423

FROM: Shaker Gorla, P.E., CFM
R.O. ANDERSON ENGINEERING, INC.

SUBJECT: Flood Impact Analysis – Master Plan Amendment and Zoning Map Amendment
1378 N Hwy 395, Gardnerville, Nevada 89423
APN: 1220-04-101-029

1. Background and Purpose

The property under consideration is a 1.66-acre lot located at 1378 N. Highway 395 in Gardnerville, Nevada, within the Minden/Gardnerville Community Plan. The property has been assigned Assessor's Parcel Number (APN) 1220-04-101-029 and is currently zoned for Neighborhood Commercial (NC) uses with a Commercial master plan designation. The parcel is within a Special Flood Hazard Area (SFHA), having floodplain designations of AO (Depth 1) and AE as per FEMA FIRM Panel 32005C0253H, dated June 15, 2016. The FEMA FIRM covering the project area is included as an attachment.

On behalf of our client, Martin Stahl (Applicant), R.O. Anderson Engineering, Inc. requested a Master Plan Amendment (DA 16-036) to change the master plan designation from Commercial to Multi-Family Residential (MFR). We have also requested a Zoning Map Amendment (DA 16-037) to change the zoning designation from NC to MFR in order to develop the property with multi-family residential units.

Due to the nature of the flood zone designations AO (D1) and AE for the site, a Flood Impact Study (FIS) is required to assess the impacts of the proposed development on adjacent properties. The purpose of this technical memorandum is to present the results of the FIS.

2. Hydraulic Analyses

The hydraulic analyses performed to assess the impacts of proposed development on the floodplain included following specific tasks:

9-5

Physical
140 West Huffaker Lane #507
Reno, Nevada 89511
T 775.215.5012

Mailing
P.O. Box 2229
Minden, Nevada 89423
T 775.782.2322

Minden, Nevada
Reno, Nevada
South Lake Tahoe, California
Lubbock, Texas

- Obtain and execute effective hydraulic model (two-dimensional Flo-2D model) covering the project area to establish baseline results for existing conditions.
- Adjust the Flo-2D model by blocking cells or applying width reduction factors to represent the proposed building coverage, then execute the revised model (post-project model).
- Compare results of the post-project hydraulic model with that of the effective hydraulic model results and draw conclusions.

The proposed improvements consist of three separate structures with approximately 21 residential units. Each unit will have approximately 1,300 square feet of living space and will provide one covered parking space with additional guest parking, as required per Douglas County Title 20 and the Design Guidelines for MFR development. The Applicant is currently working on a design for the living units and the required amenities, such as parking, landscaping, open space, and emergency access, which is required by Douglas County Code 20.664.120 Multi-family housing (multi-family residential zoning district). Conceptual floor plans, exterior elevations, and a development plan are attached to this technical memorandum for context.

The footprints of proposed buildings were overlaid on the Flo-2D model and the grid cells were blocked or width reduction factors were applied to represent proposed improvements. Two post-project hydraulic models were built to represent two alternate developments—one with the first floor built at or slightly above the existing ground and another with the lowest floor elevated above the expected base flood elevation (BFE) on columns and breakaway walls to allow floodwaters to pass through without any restrictions. The first alternate was modeled in Flo-2D with completely blocked cells representing the proposed building footprints; the second alternate was modeled by applying width reduction factors to account for blockage by proposed columns and breakaway walls. After these modifications were applied to the effective Flo-2D models and the resulting models were executed, the following observations were made:

- The first alternate (i.e, first floor of the proposed buildings at or above the existing ground without flood openings) is expected to have an appreciable negative impact on the adjacent properties – the water surface elevations in the cells immediately to the south of the property increased by almost a foot and surrounding cells indicated a moderate increase in water surface elevations.
- The second alternate, with buildings elevated above the BFE on columns to allow floodwaters to pass without any restrictions, resulted in almost no increase to water surface elevations in the immediate vicinity of the subject property.

The results of the hydraulic modeling are graphically depicted on the attached exhibits for your review.

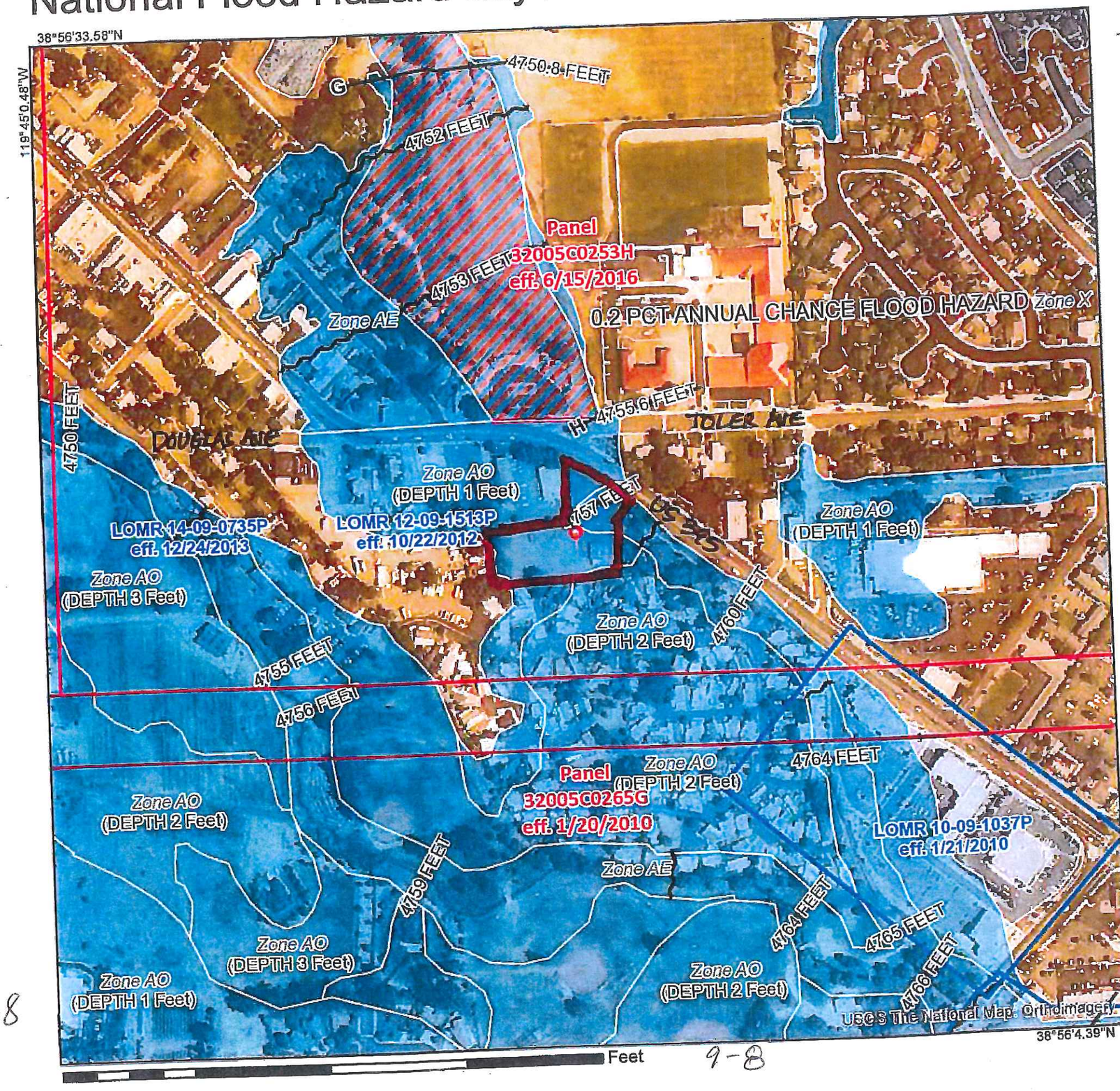
Conclusions

- The subject parcel is in FEMA-designated SFHA and therefore FEMA and Douglas County floodplain regulations apply.
- The proposed project with the first floor at or just above the existing ground will have an appreciable impact on the adjoining properties with base flood water surface elevations rising by as much as a foot in the immediate vicinity of the project site. Therefore, a mixed-use commercial layout with retail use on the first floor and apartments on the second floor cannot be achieved.
- The second alternate with buildings elevated on columns, which offers no impediment to floodwaters, will have no adverse impacts on the floodplain and does not raise the BFEs in the immediate vicinity of the project site. Therefore, the option of building elevated multi-family residential units with flood-proofing infrastructure improvements below the BFE as required by FEMA is achievable and may be a feasible alternative.

End of Memorandum

Attachments

National Flood Hazard Layer FIRMette



Legend

- Cross-Sections
- Base Flood Elevations

Flood Hazard Zones

- 1% Annual Chance Flood
- Regulatory Floodway
- Special Floodway
- Area of Undetermined Flood Hazard
- 0.2% Annual Chance Flood
- Future Conditions 1% Annual Chance Flood Hazard
- Area with Reduced Risk Due to Levee

LOMRs

- Effective

Map Panels

- Digital Data
- Unmodernized Maps
- Unmapped

N

This map complies with FEMA's standards for the use of digital flood maps. The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. The base map shown complies with FEMA's base map accuracy standards.

The NFHL is a living database, updated daily, and this map represents a snapshot of information at a specific time.

Flood risks are dynamic and can change frequently due to a variety of factors, including weather patterns, erosion, and new development. FEMA flood maps are continually updated through a variety of processes. Users should always verify through the Map Service Center (http://msc.fema.gov) or the Community Map Repository that they have the current effective information

NFHL maps should not be created for unmapped or unmodernized areas.

FEMA

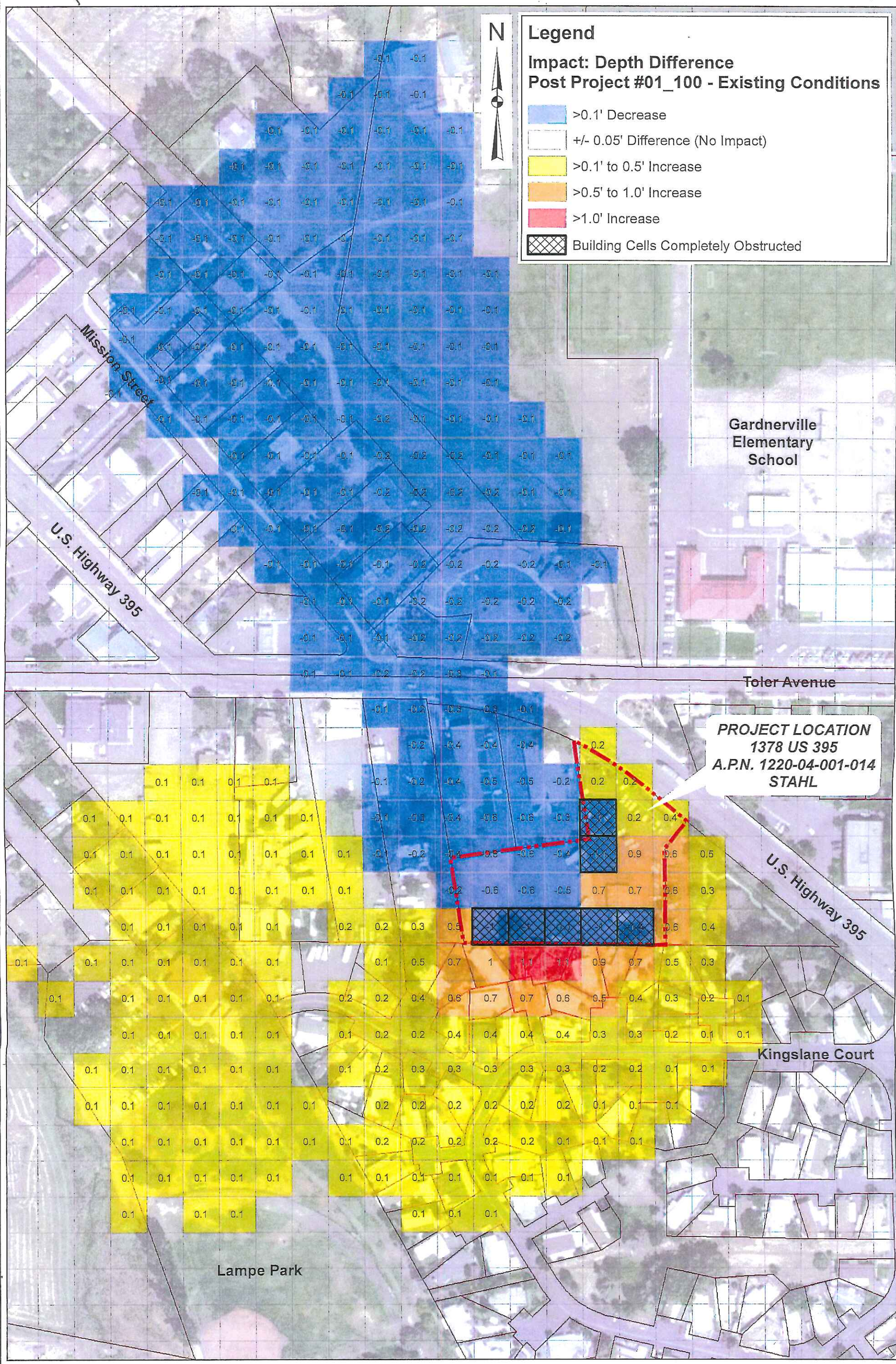
9-8

9-8

9-12

Douglas County, Nevada: A.P.N. 1220-04-001-014

Martin Stahl Master Plan Amendment and Zone Change: Flood Impact Analysis



R.O. Anderson

0 75 150 300

Impact: Depth Difference

9-43

Douglas County, Nevada: A.P.N. 1220-04-001-014

Martin Stahl Master Plan Amendment and Zone Change: Flood Impact Analysis

N

Legend

No Impact: Depth Difference
Post Project #01- Existing Conditions

- >0.1' Decrease
- +/- 0.05' Difference (No Impact)
- >0.1' to 0.5' Increase
- >0.5' to 1.0' Increase
- >1.0' Increase
- Building Cells Partially Obstructed Allowing for Flow Underneath Building

Mission Street

U.S. Highway 395

Gardnerville Elementary School

Toler Avenue

PROJECT LOCATION
1378 US 395
A.P.N. 1220-04-001-014
STAHL

U.S. Highway 395

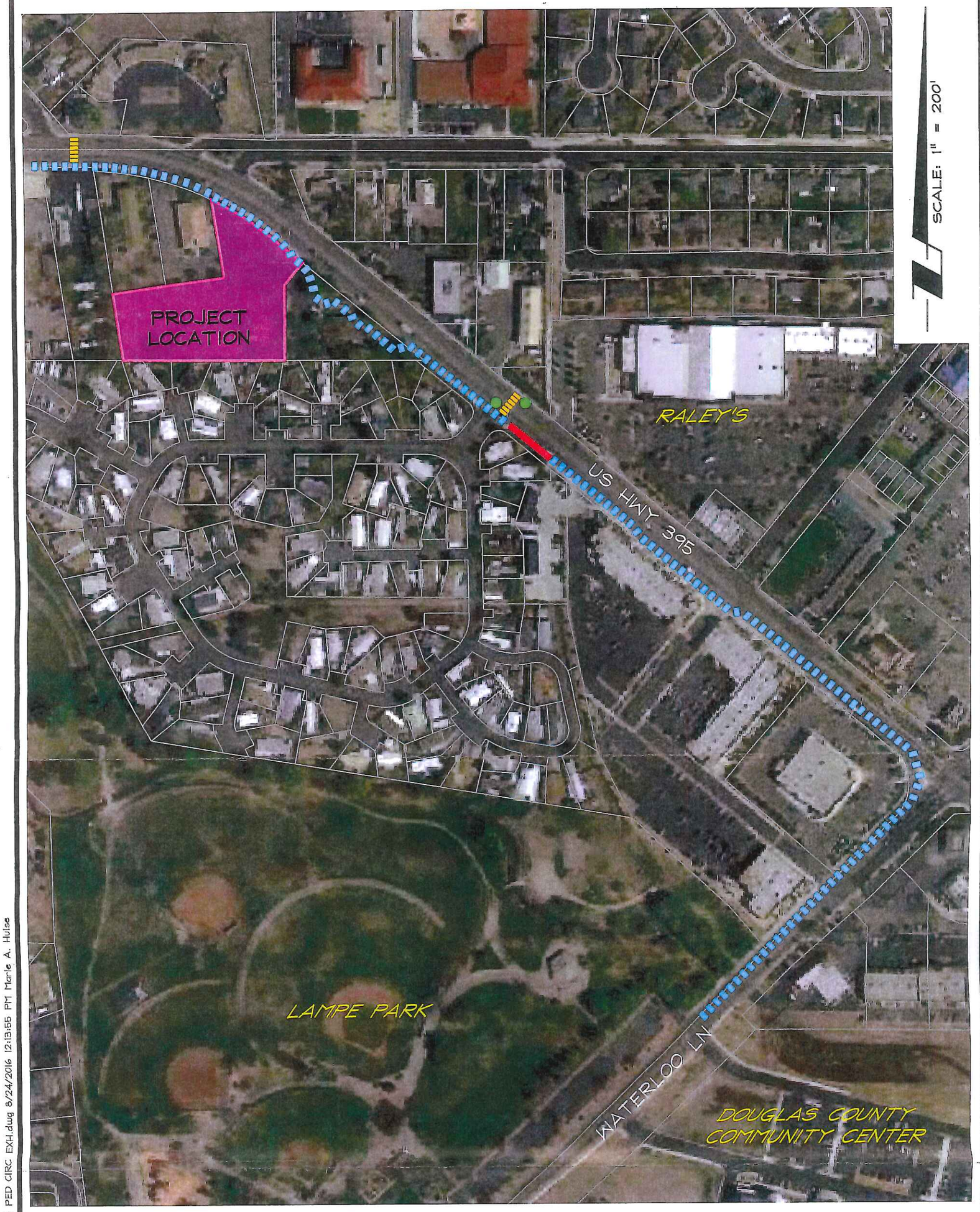
Kingslane Court

Lampe Park

R O Anderson

0 75 150 300 Feet

No Impact: Depth Difference



CONCEPT GRAPHICS SCHEDULE

SYMBOL	NOTES
	PROPOSED CROSSWALK WARNING LIGHTS
	EXISTING SIDEWALK
	EXISTING PEDESTRIAN CROSSINGS
	PROPOSED SIDEWALK

R O Anderson
WWW.ROANDERSON.COM

NEVADA
1603 Esmeralda Ave
P.O. Box 2229
Minden, NV 89423
p 775.782.2322
f 775.782.7084

CALIFORNIA
595 Tahoe Keys Blvd
Suite A-2
South Lake Tahoe, CA 96150
p 530.600.1660
f 775.782.7084

OFFSITE PEDESTRIAN CIRCULATION
APN 1220-04-101-029
MARTIN STAHL MPA & ZMA

0957-005

08/24/16

Y:\Client Files\0957\0957-005\CAD\Planning\Exhibits\0957-005 PED CIRC EXH.dwg 8/24/2016 12:13:55 PM Marie A. Hulse

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on a request by Park Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment to reflect extending the Minden Gardnerville Community Plan and Urban Service area boundary in support of a Master Plan and Zoning Map Amendment from agriculture to 266 acres single family residential, 485 acres of receiving area, 105 acres of Rural Residential (2-5 acre parcels), and 40 acres of industrial; and realignment of Muller Parkway removing the large reverse curves that are present in the current design. The subject properties are located generally, north of Chichester Estates, East of the Ranch at Gardnerville, West of decker ditch, east of the Minden Elementary school on multiple APN's, with approximately 500 acres (84 acres single family, and 276 acres of receiving area, 34 acres of industrial, and 105 acres of 2-5 acre single family homes) located south of the proposed Zerolene Road to be located within the Town of Gardnerville; with public comment prior to Board action.**

2. **Recommended Motion: Staff recommends the town board Conditionally approve the proposed master plan amendment and zoning map amendment based on the findings in the staff report, including recommending the commission the conditions identified in the staff report.**

Funds Available: ☐ **Yes** ☑ **N/A**

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016 Time Requested: 90 minutes**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: See the attached staff report and application for the request.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

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

Town of Gardnerville Nevada

RECEIVED
AUG 23 2016
By

PROJECT REVIEW APPLICATION

Location
Street Address: Douglas County, Nevada
Assessor's Parcel #: Multiple, Please see table Attachment 'A'
Current Zoning Designation: Agricultural, LI, RA-5
County Project Reference #: DA 16-038 & DA 16-039

Project Description
Generally, various master plan and zoning map amendments that reflects: Removal of Receiving Area from the TRE Holbrook Junction Community Plan parcels with replacement master plan designations consistent with the current zoning of the parcels; Amend the master plan and zoning for the Minden-Gardnerville Community Plan parcels; an extension of the community plan and urban service area boundaries; and realignment Muller Parkway removing the large reverse curves that are present in the current design.

Applicant:
Name: Park Ranch Holding, LLC. Jon Park
Address: 1300 Buckeye Road, Minden, Nevada 89423
Telephone Number: ( ) 775.782.2144 Fax Number: ( )

Owner:
Name: Same as Applicant
Address:
Telephone Number: ( ) Fax Number: ( )

Engineer:
Name: RO Anderson Engineering Robert Anderson
Address: PO Box 2229, Minden, Nevada 89423
Telephone Number: ( ) 775.782.2322 Fax Number: ( )

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

Applicant or Applicant's Representative:

Keith Ruben
Printed Name

Signature

8/22/16
Date

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

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

10-1A

Town of Gardnerville Est. 1879 Nevada

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

MEMORANDUM

Date: August 31, 2016

To: Gardnerville Town Board

From: Tom Dallaire, P.E., Town of Gardnerville

Subject: DA 16-038 (Master Plan Amendment) 16-039 (Zoning Map Amendment); Park Ranch Holdings, over Multiple APN's

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For Possible Action: Discussion on a request by Park Ranch Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment to reflect extending the Minden Gardnerville Community Plan and Urban Service area boundary in support of a Master Plan and Zoning Map Amendment from agriculture to 266 acres single family residential, 485 acres of receiving area, 105 acres of Rural Residential (2-5 acre parcels), and 40 acres of industrial; and realignment of Muller Parkway removing the large reverse curves that are present in the current design. The subject properties are located generally, north of Chichester Estates, East of the Ranch at Gardnerville, West of decker ditch, east of the Minden Elementary school on multiple APN's, with approximately 500 acres (84 acres single family, and 276 acres of receiving area, ~~34 acres of industrial, and 105 acres of 2-5 acre single family homes~~) located south of the proposed Zerolene Road to be located within the Town of Gardnerville; with public comment prior to Board action.

Background information:

Previous Board Action:

- **August 5, 2008**, the Town of Gardnerville heard a similar request from Park Ranch, with an outcome for denial of the project based on a number of factors from the master plan:
  1. Limiting residential development on agricultural land.
  2. The development was located outside of the Urban Service area.
  3. There was not a demonstrated change in circumstances since the adoption of the plan in 2006, and the need for more residential and commercial area could be adequately established at that time.
  4. MGSD and Minden and or Gardnerville Water Company had not approved serving the area.
  5. FIRM maps have not been updated and were being analyzed during the application process to the town.
  6. The time of this application in 2008, extending the existing Urban Service boundary has not arrived.
- **October 1, 2013**, the Town Board accepted the 2013 Valley Vision plan and directed staff to develop a joint resolution between towns of Gardnerville and Minden and Douglas County to be approved at a later date to confirm the principles within the plan and to commit to the identification of funds for plans for future implementation.

Since this proposed project is similar in nature to the previous application which was denied in 2008, several factors for consideration have occurred since the last time the town heard this project:

1. The Town of Gardnerville and Douglas County have finished the Pinenut and Buckeye wash flood studies that affects the proposed property. Carson River Sub Conservancy District is close to finishing up the Carson River model within the Carson Valley, which does not affect the project site if storm water is contained onsite, but could impact that study with the increased impervious infrastructure being proposed.
2. The Ranch at Gardnerville (Zerolene south to Chichester) currently has built phase 1, 2A, and 2B and a permit issued for phases 2C, 2D, and 2E. These phases 2 series(A-E) was to build 88 homes and 40 have been constructed to date, leaving 48 more to be built by 2018 per the approved phasing plan. Then by 2024, phase 3 was to be built in a series of 3 phases (A-C) with 81 additional units, ending the Ranch subdivision located within the Town of Gardnerville, reaching Zerolene which is the agreed upon town boundary. This leaves 131 more single family units to be constructed within Gardnerville side of the Ranch at Gardnerville. The build out of Phase one is currently located at the existing Urban Service boundary.
3. Virginia Ranch specific plan was approved in 2004 including commercial area (212 acres) and 1020 new homes. One small portion of the project has since built a Walmart and gas station. Nothing else has been proposed since 2012. There was a pre-application meeting in February of this year discussing a change in the concept of single family homes identified in the specific plan from smaller alley accessed homes to around 750 single family parcels where garage access is in front of the home like in Stodick Estates, Chichester Estates and what the Ranch at Gardnerville revised their development to be patterned after. There is a potential and allowed use to extend out the service industrial area, along with commercial increasing those zoning in the area.
4. Stone Creek expired and was the site for the low income senior housing model of New Beginnings. There is still room to expand that low income senior housing project.
5. Stodick Estates was built out at 121 lots.
6. Arbor Gardens is built out at 160 lots.
7. Chichester Estates was built out at 764 lots with one remaining parcel available for construction. The old proposed RV lot at the end of Kimbles.
8. Ashland Park expired and we lost the potential of 292 units with that development and it is no longer on the books leaving the 64 acre site vacant.
9. The County still has 3,085 units that are vested and available to be constructed. Of those 1,152 are within the Town of Gardnerville (1,020 Virginia Ranch, 1 Chichester, 131 the Ranch at Gardnerville).
10. The Town has developed to the existing Master Plan planned Urban Service boundary on the east side of Gardnerville, and with the various ownership of the last remaining parcel at the extension of Mill Street, staff does not see this area being developed within the flood plain and west of Hussman Lane, and the Hussman Ranch (south of Waterloo Lane and the Community Center) is a conservation easement and will not be developed and can be removed from the Urban Service boundary. This leaves only this area being proposed and the current Virginia Ranch specific plan as the only areas to expand the Gardnerville service area.
11. The Valley Vision process, in which the Towns of Minden and Gardnerville participated, does identify this area as future neighborhoods and the area around Western Nevada Community College as providing medical research employment area.

The main issue for your consideration - "is this the right time?"

2008 was not the right time - lots of proposed developments not moving forward and a couple of them now are expired, and the land still sits vacant.

Staff Analysis:

The applicant has provided the following detail in the proposed development agreement;

This has not been presented to the town and historically these development agreements have not included the towns in their development.

The applicant will:

- Obtain any remaining right-of-way for Muller Parkway from the current terminus near Winhaven to Toler Lane;
- Construct Muller Parkway between its current terminus near Winhaven development south to Toler Lane (3.65 miles in length);
- Prepare and file a Specific Plan for the entire project. (this is the time town staff can get into the details of the proposed development);
- Limit the total number of dwellings units to a maximum of 2,900.
    - 50% of the units (1.450) must utilize transferable development right (TDR's).
    - 5% of the units as multi-family and 10% of these will be proposed as affordable.
    - 10% of the units will be reserved for residents of 55+
- Per the traffic study the build out of this project would by 2061 (45 years)

The Town of Gardnerville staff does not feel we needed to deal with the Topaz area changes in the application. But one note to realize with this application is the receiving area will remove the Topaz area from a receiving area density at that part of the county which is a long way away from the currently established services the Carson Valley has to offer.

Based on the information provided and additional information I received on some questions we asked the engineer, staff has the following observations;

Annexation:
The applicant provided the area they believe would be the area that could be annexed into the Town of Gardnerville and includes 275 acres. The Town of Gardnerville currently covers 1,236 acres. This would increase the town area by 22% (1,511 acres) containing 1,272 units and approximately an additional 3,180 people added to the towns current population of 5,560. The additional information below was provided by Keith after the actual submittal and earlier in the week of this report preparation:

Estimates based on conceptual plan you have in your packet

Total Residential Acreage	856.8	acres
Less 25 % for Roads	214.2	acres
Less Parks and Public Facility Acres	27	acres
Net Acreage Subtotal	615.6	acres
Less RA-5 zoned Acreage (net of roads)	78.75	acres
Subtotal for SFR and MFR	536.85	acres
MFR acreage 10% of net	53.685	acres
SFR net acreage estimate	483.165	acres
MFR Residential Unit Count @ 12 du per acre	644.22	du per acre
SFR Unit Count (less 21 units for RA-5 area)	2234.78	units
Average DU per acre of SFR area (net)	4.62529364	du per acre
Average Lot size SFR	9418	square feet
Acres in Gardnerville (SFR)	275	acres
Estimated Units in Gardnerville	1272	units
Estimated units in Minden	1628	units
Total Units	2900	

Town Staff anticipates that the applicant will pursue the annexation request depending on the outcome of this application as it moves through this process.

Drainage:

Drainage of the new development and conveying the flood from the Pinenut Wash is a concern of town staff. Many studies have been conducted since the last time this came to the town board showing that there is a need to perpetuate flows, with upstream properties and downstream properties so flows can be perpetuated through the project and conveyed through current proposed subdivisions that so there is not an impact on downstream properties. Conveying flows from the Pinenut will be important to the Town of Gardnerville ensuring there is a way to convey this flood flow under the proposed Muller Parkway and around any future neighborhoods.

The proposed 275 Acres with 1,272 units will impact the Martin Slough flows and how we are able to get those flows though the currently proposed Ranch at Gardnerville project. This will need to be carefully considered and reviewed when the detail is available.

Town staff does not find this information in the application, nor are they required to provide conceptual drainage reports. There will need to be conditions at the specific plan that will address the proposed drainage and regional improvements and who would be responsible for the maintenance.

Traffic:

The applicant is proposing to construct 2 lanes of Muller Parkway from Toler to the existing terminus north of Winhaven. The traffic study is based on traffic volumes generated by the project and not including the existing traffic demand. Staff feels the traffic study should include the existing demand in the traffic report recognizing the service levels of the roads study, we already have traffic loads and service levels at this time.

Figure 2 of the traffic study did include the Average Daily Traffic (of the proposed development (ADT) on existing roads like Gilman, Buckeye, and Zerolene (which is not even constructed yet) assuming 10% of the overall buildout ADT (27,608 entering and exiting the development) and area all shown to have 2,968 ADT. The Study will need to provide further detail in order to look at how this new traffic will impact intersections of Highway 395 and Buckeye, Gilman and Waterloo, and Zerolene assuming that will be constructed to use.

Proposed Zoning:

Commercial – No commercial zones are proposed in the application. There are zones north in Minden and south in Gardnerville that have not yet been developed. Town Staff believes within the receiving area currently proposed, commercial could be requested at a future date. Town Staff want to ensure a large amount of commercial is not proposed in this area, and would encourage the applicant to keep the existing Highway 395 corridor (Main Street) and the commercial hub, with large box stores and structures north and south utilizing the existing vacant commercial zone parcels.

Industrial – There are no areas with the industrial zone that are proposed to be located in the Town of Gardnerville. The proposed development currently has 2 parcels zoned north (46.62 acres) and south (26.61 acres) of Buckeye Road. They propose to consolidate the industrial zone to 40 acres south of Buckeye and west of the Virginia Ditch. Staff is concerned about this number of residential units and no increase in

service industrial area being proposed with this application or within the Virginia Ranch specific plan to increase these services provided in that zone (mechanics, auto body).

Single Family Residential (SFR 8,000) – a breakdown of this zoning within the Town of Gardnerville was not provided. But guessing, it looks to be over 80 acres (SFR 8,000)and the remaining of the 275 acres would be receiving area abutting the town boundary up to south west side of Muller Parkway.

Rural residential (2 to 5 acres parcels) - has been proposed to be located within the Town of Minden, and is located on the east and north side of Muller Parkway.

Community Services:

Parks / Trails: There is a plan proposed for one large park in the conceptual plan, located north of Zerolene. The proposed park does represent an area the applicant is willing to donate to the cause in the application. There is no information being proposed to pedestrian linkages to existing surrounding subdivisions, in many cases they will have to be linked by street connections. The Town of Gardnerville would encourage the applicant and engineer to plan for detached pedestrian and bicycle pathway connection to the various future neighborhoods.

Schools: a proposed school site is being proposed which will insure that the applicant will be dealing with the Douglas County School District.

Emergency Responders: East Fork Fire District was not aware of the site and I believe is interested in being in the conversation when it comes to public emergency response. With this development, the majority of the population in the Towns of Minden and Gardnerville will reside in areas where there is a potential that emergency vehicles may not have access during a large flooding event - Highway 395 would be closed at the s curve or Mission Street from the Carson River, Gilman, Zerolene, Buckeye, and Lucern Street at the Martin Slough, and until Muller is connected or the crossing at Highway 395 at the Martin Slough is installed, there may be a chance for access via Muller.

Will the Sheriff need more jail space and office space or area for a court building?

Post office: Will the post office be able to serve this increase in population

Water: Gardnerville Water and the Town of Minden have received this application. Gardnerville Water will hear this application on September 12th, while Minden will hear the application at the board meeting on the 7th of September. The applicant needs to work with these water companies to figure out how to loop and extend the existing infrastructure with Minden serving the Ranch , Gardnerville Water extending their system to loop around Chichester, and other planned extensions.

Sewer: This area is located within the MGSD service boundary and will need to be annexed into the service boundary. The letter is included accepting the development is provided, and the sewer plan has the capacity on a first come first serve basis.

Fiscal Impact:

No data was submitted to discuss the impact on the town. Depending on the final specific plan proposal, the town will need to increase staff in order to serve the additional residents for street maintenance, parks if any, pedestrian trails and drainage ways. This development should be planned in small neighborhoods allowing each phase to be evaluated at that time for the specific need for maintenance of those improvements. Some partnering with the town on regional drainages and storm water collection system and pedestrian parkways will need to happen to make this successful for the town residents as well.

Findings for the Master Plan

20.608.040 Findings for master plan amendments

The planning commission and the board shall, in approving an amendment to the master plan land use map or text, make the following findings:

A. The proposed amendment is consistent with the policies embodied in the adopted master plan and the applicant has demonstrated the amendment promotes the overall goals and objectives of the master plan and has demonstrated a change in circumstances since the adoption of the plan that makes it appropriate to reconsider one or more of the goals and objectives of land use designations.

Goals and objectives of the current 2011 Master Plan propose to preserve agricultural land, and does not consider this area within the current Minden Gardnerville Urban Service boundary as protected agricultural lands. The Valley Vision was created and accepted by the town in October of 2013 - it clearly shows this area as future neighborhoods. Town staff agrees with the engineer's findings that the requested master plan amendments necessitate the logical expansion of the Urban Service area. There is still undeveloped receiving area within Gardnerville at this time, and staff has heard some interest in moving one of the projects forward. The board needs to make the determination if this is the right time for the amendment. The Ranch at Gardnerville has 131 more parcels to construct under that development prior to it reaching the edge of the existing boundary.

The construction of 2 lanes of Muller Parkway before any final map is recorded would help out the county and this community as whole. Several other developments that were in the construction phases back in 2008 have finish building out and have been extended to the community's edge with exception of the the Virginia Ranch specific plan and Ashland Park which has expired.

The proposal, although lacking some important details that will come in time with the development of the specific plan, could be right at this time for this type of amendment to the master plan. It would support the valley vision and ensures the commercial core remains along the existing Highway 395 or Main Street with commercial space available on the north end of Muller in Minden and the south end of Muller Parkway in Gardnerville and is located off Muller for easy access. Gardnerville has around 85 acres of vacant General commercial (11%) of the proposed project.

B. The proposed amendment is based on a demonstrated need for additional land to be used for the proposed use, and that the demand cannot be reasonably accommodated within the current boundaries of the area.

Town staff does not feel we have the authority to discuss the TRE zoning receiving area and need, but the applicant's justification letter sounds like the proposal will reduce the number of dwelling units that can be built in Douglas County and keep the concentration of the urban areas within the Minden Gardnerville Urban Service area to help the community thrive. There is not a need today for additional homes. Muller Parkway is going to be constructed prior to the first final map being recorded and there is a need for that road. There is 64 acres of multi-family zoned property east of Chichester and north of the Stodick Park, and 212 acres east of Stodick Estates and Toler Lane that 1020 units can still be constructed on today. In the past 8 years since the last time this board has seen the similar application, there have been several subdivision that have built out and only one more development has proceeded constructing. But the Muller Parkway would fill a big need for this community for the existing residents and for the future ones.

C. The proposed amendment would not materially affect the availability, adequacy, or level of service of any public improvement serving people outside of the applicant's property and will not be inconsistent with the adequate public facilities policies contained in chapter 20.100 of this title;

The proposed plan subjects the parcels to smaller independent development projects rather than one master planned development. This will help cluster small developments within the larger area to be developed, allowing the supplying of homes to the need. They are proposing an additional school site, more parks. This means more streets for the town to maintain and storm drain for maintenance. This changes the dynamic of the towns refuse service and how we do business, by increasing the volume collected to how we currently collect the refuse today. A slow planned progression through this development would be needed to sustain the service the town would provide to it.

D. The proposed amendment is compatible with the actual and master planned use of the adjacent properties and reflects a logical change to the boundaries of the area in that it allows infrastructure to be extended in efficient increments and patterns, it creates a perceivable community edge as strong as the one it replaces, and it maintains relatively compact development patterns. (Ord. 1001, 2002; Ord. 763, 1996)

The proposed amendment area is the most logical expansion of the Urban Service boundary. The services are already nearby and are easily expended in place of creating new services in TRE.

There is vacant commercial property north and south to serve the proposed community, there still is a need and staff has a concern that there is not enough service industrial area to serve the needs of the additional residents.

Town Staff recommendation to the Board:

This proposal submittal is a change to the town vision and strategic plan and the area was not considered in the town's plan for prosperity. If the board does decide to use the recommendation by staff, the following conditions of approval should be applicable;

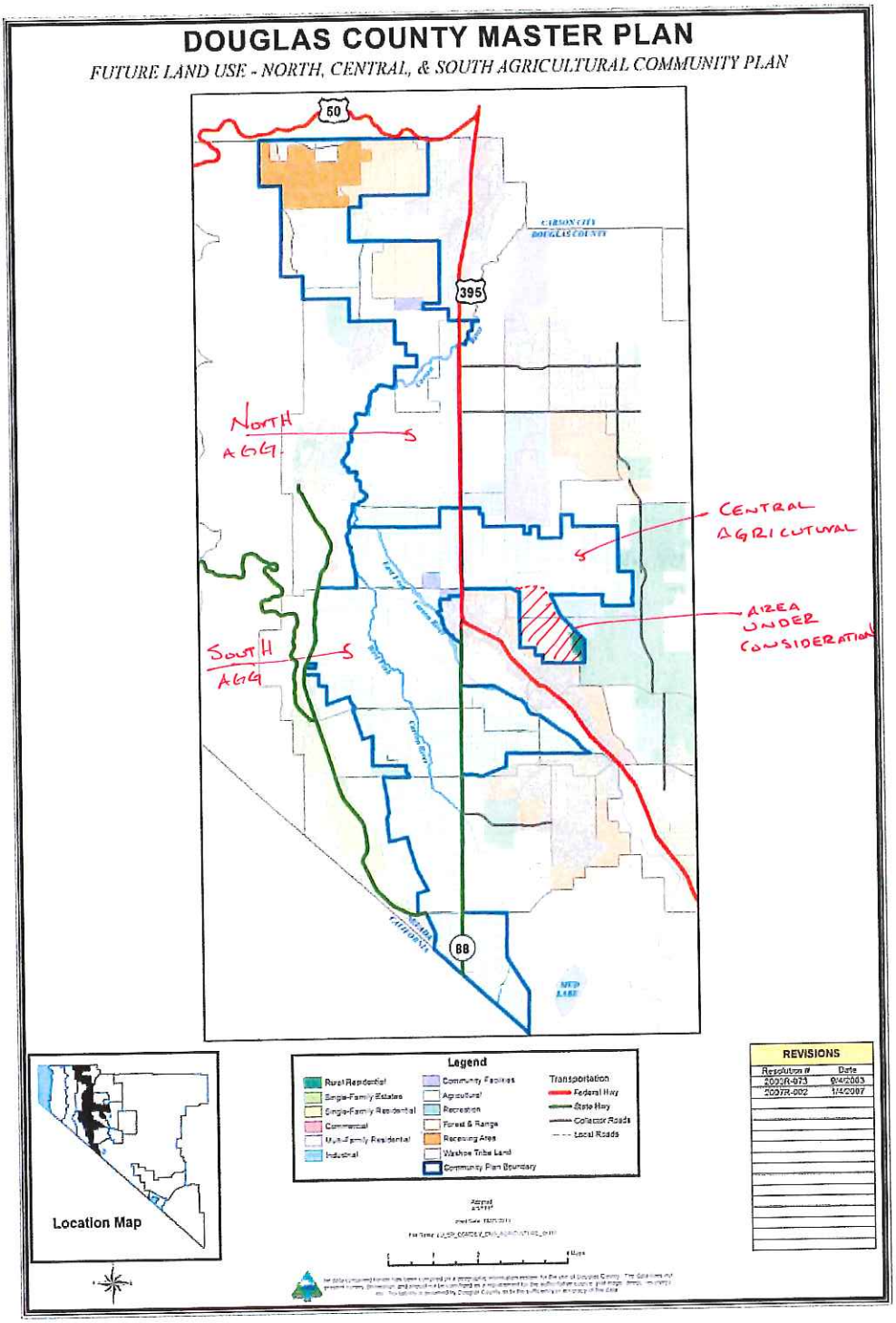
- Conditionally approve the application request by Park Ranch Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment to reflect extending the Minden Gardnerville Community Plan and Urban Service boundary in support of a Master Plan and Zoning Map Amendment from agriculture to 266 acres single family residential, 485 acres of receiving area, 105 acres of rural residential (2-5 acre parcels), and 40 acres of industrial; and realignment of Muller Parkway removing the large reverse curves that are present in the current design, recommending the following conditions to the planning commission, County Staff and the County Commission for the applicant to consider in proceeding with the specific plan:
  1. The applicant will need to work closely with the towns to ensure the fiscal impact is worked out for the public services needed for a project of this caliber, meeting the demand of services and mitigating the impacts to local roads and traffic needs and levels of service currently at the existing intersections.
     a. Expand recreation access by connecting residents and visitors to the regional trail system and drainage future patterns and continuing this feature though the new plan.
     b. Mitigating the Pinenut and Buckeye Flooding through the proposed development and combining that drainage system with maintenance & pedestrian access creating a larger pedestrian connection into the proposed development. There needs to be a way to perpetuate the flood flows from Pinenut back to the Martin Slough or alternative ditch system back to the Carson River.
  2. The a 100' wide pedestrian/irrigation parcel that is located behind Chichester will need to be run from Gilman extending east to Muller.
  3. A future Specific Plan/Community Design should comply with the respective Plans for Prosperity and design guidelines of each Town.

- If the Board does not agree with staff and feels a DENIAL is in order for the request by Park Ranch Holdings, LLC. for a Master Plan Amendment and Zoning Map Amendment, and realignment of Muller Parkway removing the large reverse curves that are present in the current design; recommending DENIAL for consideration to the planning commission, county staff and the County Commission because it has not made the findings for the 2011 Master Plan Amendments in that the applicant did not effectively define the change in circumstances justifying the excess amount of residential area and additional receiving area when there is still

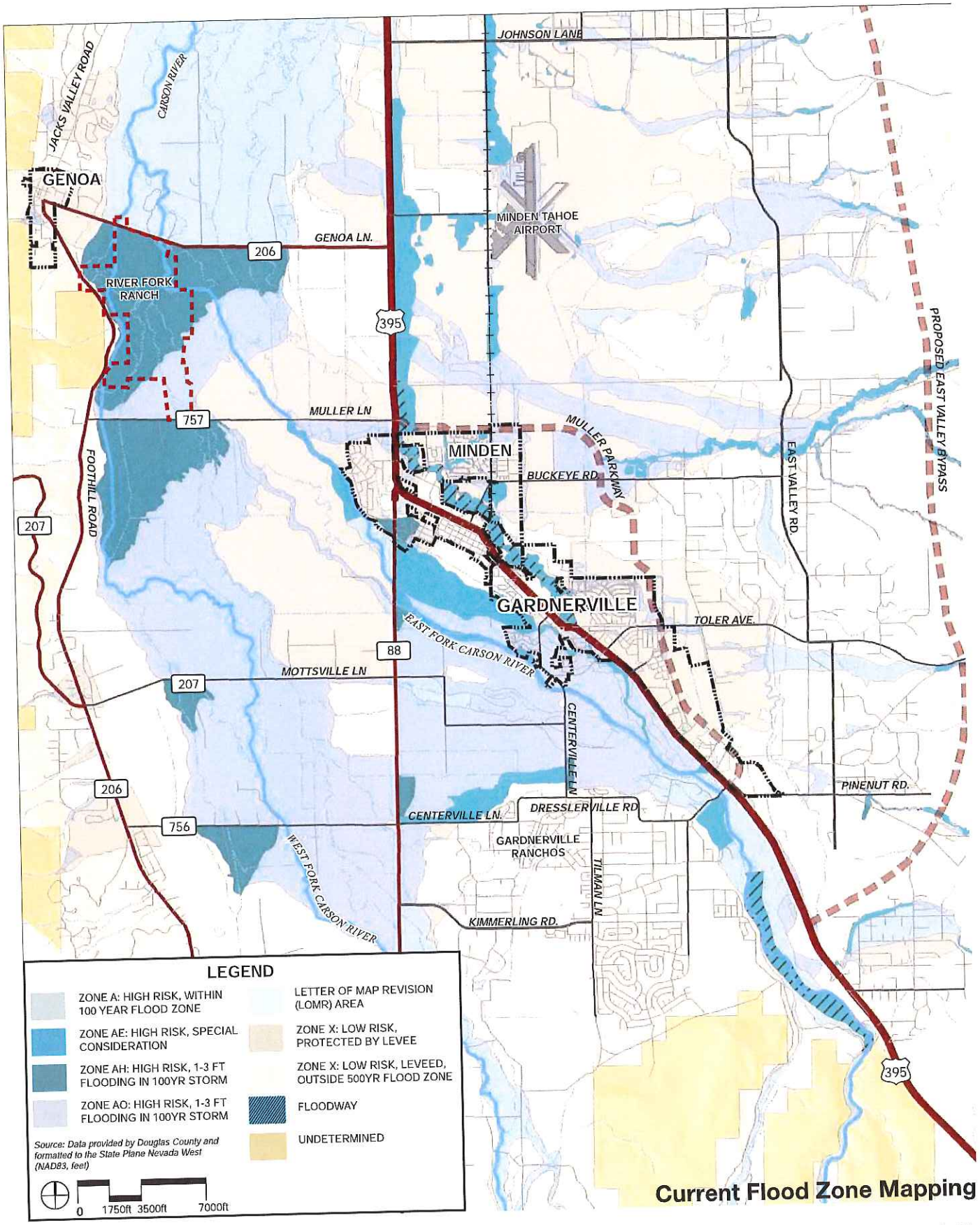
64 acres of vacant MFR area and 212 acres of receiving area to be developed within the Urban Service boundary, and one more subdivision with 131 lots that need to be developed. It is simply not the right time to increase the Minden Gardnerville Urban Service boundary.

Board Comments and notes during the meeting;

Map 2.2
North, Central, and South Agriculture Community Plan Future Land Use Map



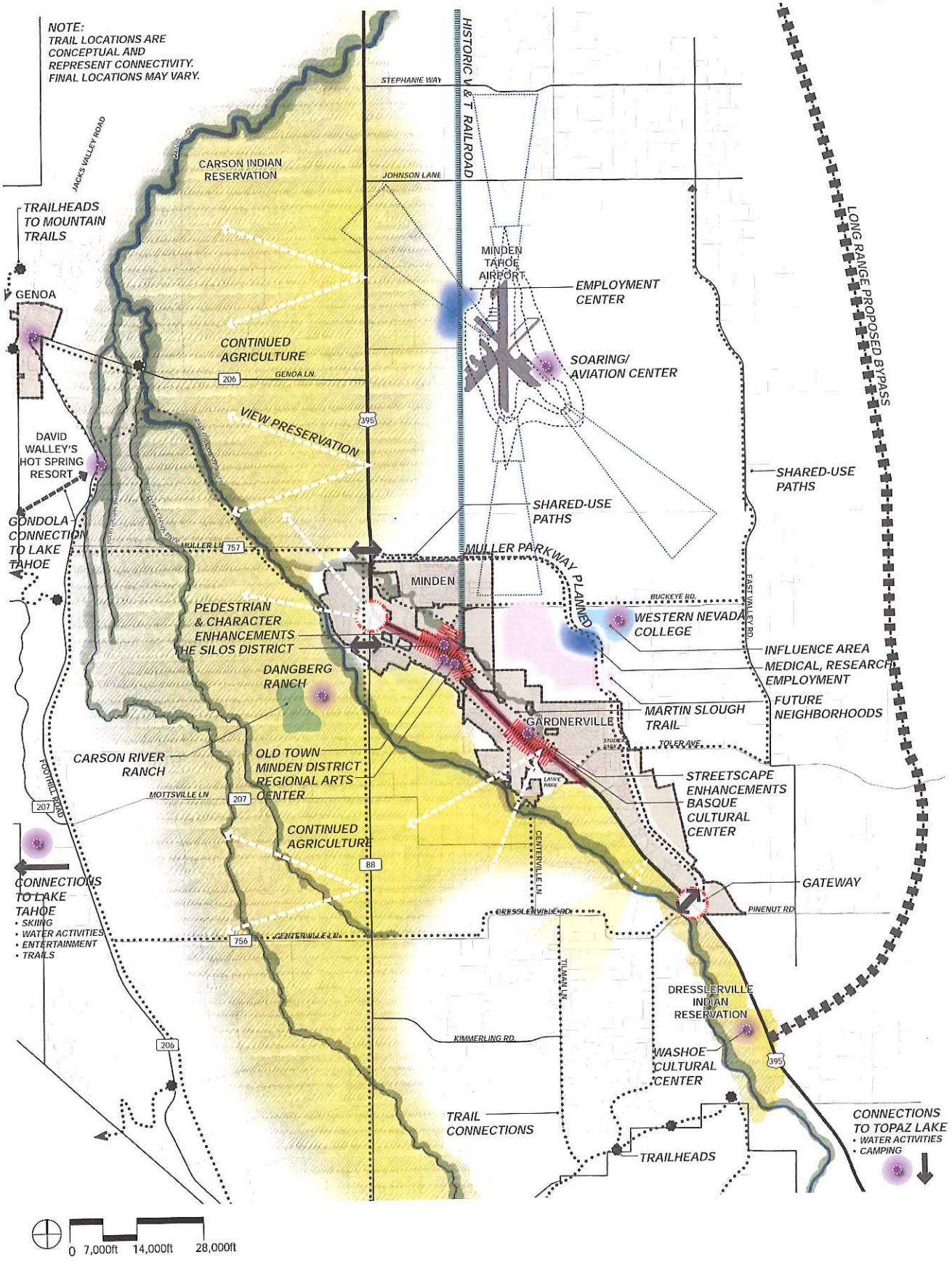
10-11A



Current Flood Zone Mapping

10-12

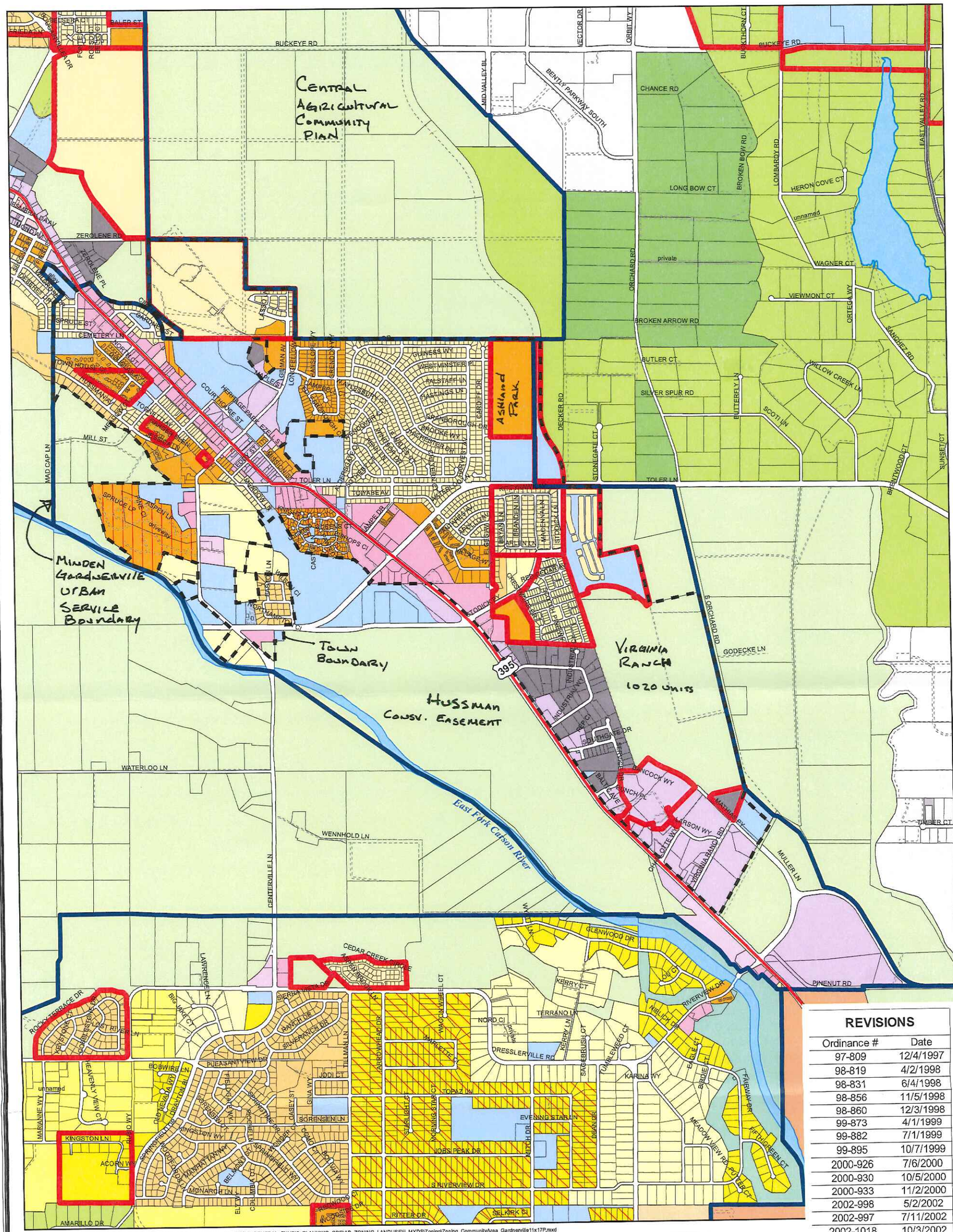
Vision Plan Diagram



10-13

OFFICIAL ZONING MAP - DOUGLAS COUNTY, NV

TOWN OF GARDNERVILLE PLAN



Print Path: T:\1_DOUGLAS_PROJECTS\A_CLIENT_PROJECTS_ARC\1_INTERNAL_CLIENTS\A_GENERAL_FUND\2_PLANNING_CDD\VD_ZONING_LANDUSE\i_MXDS\Zoning\Zoning_CommunityArea_Gardnerville11x17P.mxd
Print Date: 3/22/2012

Legend

- RA-5 - Rural Agriculture, 5 Acres
- RA-10 - Rural Agriculture, 10 Acres
- A-19 - Agriculture, 19 Acres
- FR-19 - Forest Range, 19 Acres
- FR-40 - Forest Range, 40 Acres
- SFR-1/2 - Single Family Residence, 1/2 Acre
- SFR-1 - Single Family Residence, 1 Acre
- SFR-2 - Single Family Residence, 2 Acres
- SFR-8,000 - Single Family Residence, 8,000 SF
- SFR-12,000 - Single Family Residence, 12,000 SF
- MFR - Multi-Family Residence 6.01-16 Dwelling Units/Acres
- OC - Office Commercial
- TC - Tourist Commercial
- GC - General Commercial
- MUC - Mixed Used Commercial
- NC - Neighborhood Commercial
- LI - Light Industrial
- GI - General Industrial
- SI - Service Industrial
- PR - Private Recreation
- Airport
- PF - Public Facility
- Washoe Tribe Land
- ROW - Right of Way
- Gaming Overlay
- Livestock Overlay
- Manufactured Housing Overlay
- Residential Office Overlay
- Community Areas
- Planned Developments
- Town Boundary

Transportation

- Federal Hwy
- State Hwy
- Collector Roads

The data contained herein has been compiled on a geographic information system for the use of Douglas County. The data does not represent survey delineation and should not be construed as a replacement for the authoritative source, plat maps, deeds, resurveys, etc. No liability is assumed by Douglas County as to the sufficiency or accuracy of the data.

REVISIONS

Ordinance #	Date
97-809	12/4/1997
98-819	4/2/1998
98-831	6/4/1998
98-856	11/5/1998
98-860	12/3/1998
99-873	4/1/1999
99-882	7/1/1999
99-895	10/7/1999
2000-926	7/6/2000
2000-930	10/5/2000
2000-933	11/2/2000
2002-998	5/2/2002
2002-997	7/11/2002
2002-1018	10/3/2002
2002-1017	10/3/2002
2002-1019	10/3/2002
2002-1021	11/7/2002
2002-1022	11/7/2002
2004-1064	2/5/2004
2004-1082	4/7/2005
2005-1130	6/2/2005
2007-1196	2/1/2007
2009-1285	5/7/2009
2010-1314	5/6/2010
2011-1336	5/5/2011

H1-91

DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 ESMERALDA AVENUE
MINDEN, NEVADA 89423

ROUTING SHEET

To: Engineering: ✓ Building: ✓ Town of _____
GID: _____ Other: _____

From: Douglas County Community Development Department

Date: 6/6/16 Application Number: DA 16-038 + 16-039

The Douglas County Community Development Department has received an application for:

☑ DEVELOPMENT APPLICATION: 16-038 (MPA) 16-039 (ZMA)

☐ LAND DIVISION APPLICATION: _____

Planner: Mimi

Applicant: Jon Park

Project Address: multiple

APN multiple

The Applicant is requesting: See applications

Zoning District: _____ Community Plan: _____

Your comments and /or recommended conditions of approval must be submitted no later than 6/20/16.

Please reply to Coleen Thran-Zepeda, Development Coordinator, by phone (775) 782-9012, email ctzepeda@douglasnv.us, or in room 221 at the Minden Inn.

Comments (attach additional sheets as necessary): _____

10-16

Douglas County, Nevada Receipt

5 Comm. Development
1615310-1 06/01/2016 5
Wed, Jun 01, 2016 09:58AM
Name: PARK JOHN
Addr: 1300 BUCKEYE RD STE A
City: MINDEN
State: NV Zip: 89423
3 PARK RANCH HOLDINGS 4,490.00 513 -
1 ITEM(S): TOTAL: $4490.00
Check PAID $4490.00

Have a good day !!

DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 Esmeralda Avenue
Post Office Box 218
Minden, Nevada 89423
TEL (775) 782-6217
FAX (775) 782-9007
www.douglascountynv.gov

DEVELOPMENT APPLICATION

FOR STAFF USE ONLY

DA 16-038 — File Number
_____ — Receipt Number
CTZ — Received By
6-1-16 — Date

Town: _____ Floodplain Zone: _____ Zoning: _____

Master Plan Land Use: _____ FIRM # & Date: _____ Case Planner: _____

Regional/Community Plan: _____ Wellhead Protection Area (s): _____

INSTRUCTIONS TO APPLICANT

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

RECEIVED
JUN 01 2016
DOUGLAS COUNTY
COMMUNITY DEVELOPMENT

A. Application for (check all that apply):

- ☐ **Abandonment**
- ☐ **Annexation**
- ☐ **Design Review, Major**
- ☐ **Design Review, Minor**
- ☐ **Design Review, Accessory Dwelling Unit**
- ☐ **Agreement (Development/Reim./Affordable Housing)**
- ☑ **Master Plan Map Amendment**
- ☐ **Master Plan Text Amendment**
- ☐ **Special Use Permit**
- ☐ **Variance, Major**
- ☐ **Variance, Minor**
- ■ **Zoning Map Amendment**
- ☐ **Zoning Text Amendment**

Modifications to Existing Development Approvals:

- ☐ **Modification, Major**
- ☐ **Modification, Minor**

****

B. Project Location

Street Address (if available): Douglas County, Nevada

Assessor's Parcel Number(s): Multiple, Please see table Attachment 'A'

Approximately _____ Feet North or South (Circle one) of Multiple Locations (Street Name)

Approximately _____ Feet East or West (Circle one) of Multiple Locations (Street Name)

****

C. Project Description

The applicant requests: Generally, various master plan and zoning map amendments that reflects: Removal of Receiving Area from the TRE Holbrook Junction Community Plan parcels with replacement master plan designations consistent with the current zoning of the parcels; Amend the master plan and zoning for the Minden-Gardnerville Community Plan parcels; an extension of the community plan and urban service area boundaries; and realignment Muller Parkway removing the large reverse curves that are present in the current design. For a more thorough description, please see attached detailed description.

List any previous applications that have been filed for this site: LDH 06-048; LDA 07-11; LDA 07-035; DA 08-048

10-17

APPLICANT:

Contact Name: Jon Park Company: Park Ranch Holding, LLC.

Address: 1300 Buckeye Road City/State/Zip: Minden, Nevada 89423

Telephone No: ( ) 775.782.2144 Fax No: ( )

E-mail Address:

OWNER:

Contact Name: Jon Park Company: Park Ranch Holding, LLC.

Address: 1300 Buckeye Road City/State/Zip: Minden, Nevada 89423

Telephone No: ( ) 775.782.2144 Fax No: ( )

E-mail Address:

ENGINEER/REPRESENTATIVE:

Contact Name: Robert Anderson Company: RO Anderson Engineering

Address: PO Box 2229 City/State/Zip: Minden, Nevada 89423

Telephone No: ( ) 775.782.2322 Fax No: ( ) 775.782.7084

E-mail Address: randerson@roanderson.com

****

LETTER OF AUTHORIZATION

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

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

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

Jon PARK — Printed Name

Jon Park — Signature

6/1/16 — Date

Printed Name — Signature — Date

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

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

APPLICANT/APPLICANT'S REPRESENTATIVE:

ROBERT O. ANDERSON — Printed Name

Robert O. Anderson — Signature

6-1-16 — Date

Attachment 'A'

APN	
1320-20-000-016	East of SR 88 & US Hwy 395
1320-20-000-017	East of SR 88 & US Hwy 395
1320-20-000-018	East of SR 88 & US Hwy 395
1320-21-000-014	East of SR 88 & US Hwy 395
1320-21-000-015	East of SR 88 & US Hwy 395
1320-21-000-016	East of SR 88 & US Hwy 395
1320-27-002-035	East of SR 88 & US Hwy 395
1320-28-000-017	East of SR 88 & US Hwy 395
1320-28-000-022	East of SR 88 & US Hwy 395
1320-28-000-023	East of SR 88 & US Hwy 395
1320-28-000-024	East of SR 88 & US Hwy 395
1320-28-000-025	East of SR 88 & US Hwy 395
1320-28-000-026	East of SR 88 & US Hwy 395
1320-28-000-027	East of SR 88 & US Hwy 395
1320-28-000-028	East of SR 88 & US Hwy 395
1320-28-000-029	East of SR 88 & US Hwy 395
1320-28-000-030	East of SR 88 & US Hwy 395
1320-28-000-031	East of SR 88 & US Hwy 395
1320-29-000-015	East of SR 88 & US Hwy 395
1320-29-501-002	East of SR 88 & US Hwy 395
1320-29-601-002	East of SR 88 & US Hwy 395
1320-29-601-003	East of SR 88 & US Hwy 395
1320-33-001-008	East of SR 88 & US Hwy 395
1320-33-001-009	East of SR 88 & US Hwy 395
1320-33-001-010	East of SR 88 & US Hwy 395
1320-33-001-011	East of SR 88 & US Hwy 395
1320-33-001-012	East of SR 88 & US Hwy 395
1320-33-001-013	East of SR 88 & US Hwy 395
1320-33-001-014	East of SR 88 & US Hwy 395
1320-33-001-015	East of SR 88 & US Hwy 395
1320-34-001-028	East of SR 88 & US Hwy 395
1022-14-001-021	TRE Holbrook Junction Community Area
1022-14-001-022	TRE Holbrook Junction Community Area
1022-14-001-038	TRE Holbrook Junction Community Area
1022-14-002-001	TRE Holbrook Junction Community Area
1022-14-002-002	TRE Holbrook Junction Community Area
1022-14-002-003	TRE Holbrook Junction Community Area
1022-14-002-005	TRE Holbrook Junction Community Area
1022-14-002-006	TRE Holbrook Junction Community Area
1022-14-002-007	TRE Holbrook Junction Community Area
1022-14-002-008	TRE Holbrook Junction Community Area
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1022-15-002-014	TRE Holbrook Junction Community Area
1022-15-002-015	TRE Holbrook Junction Community Area
1022-15-002-016	TRE Holbrook Junction Community Area
1022-15-002-017	TRE Holbrook Junction Community Area
1022-15-002-018	TRE Holbrook Junction Community Area
1022-16-002-105	TRE Holbrook Junction Community Area
1022-22-000-001	TRE Holbrook Junction Community Area
1022-22-000-002	TRE Holbrook Junction Community Area
1022-22-000-003	TRE Holbrook Junction Community Area
1022-22-000-004	TRE Holbrook Junction Community Area
1022-22-000-005	TRE Holbrook Junction Community Area
1022-22-000-006	TRE Holbrook Junction Community Area
1022-23-000-001	TRE Holbrook Junction Community Area
1022-23-000-002	TRE Holbrook Junction Community Area
1022-23-000-003	TRE Holbrook Junction Community Area
1022-23-000-004	TRE Holbrook Junction Community Area

10-79

DOUGLAS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
1594 Esmeralda Avenue
Post Office Box 218
Minden, Nevada 89423
TEL (775) 782-6217
FAX (775) 782-9007
www.douglascountynv.gov

DEVELOPMENT APPLICATION

FOR STAFF USE ONLY

DA 16-039		CTZ	6-1-16
File Number	Receipt Number	Received By	Date
Town:	Floodplain Zone:		Zoning:
Master Plan Land Use:	FIRM # & Date:		Case Planner:
Regional/Community Plan:	Wellhead Protection Area (s):		

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RECEIVED
JUN 0 1 2016
DOUGLAS COUNTY
COMMUNITY DEVELOPMENT

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- ☐ **Annexation**
- ☐ **Design Review, Major**
- ☐ **Design Review, Minor**
- ☐ **Design Review, Accessory Dwelling Unit**
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- ☐ **Master Plan Text Amendment**
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- ☐ **Variance, Major**
- ☐ **Variance, Minor**
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- ☑ **Zoning Text Amendment**

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- ☐ **Modification, Major**
- ☐ **Modification, Minor**

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B. Project Location

Street Address (if available): Douglas County, Nevada

Assessor's Parcel Number(s): Multiple, Please see table Attachment 'A'

Approximately _____ Feet North or South (Circle one) of Multiple Locations (Street Name)

Approximately _____ Feet East or West (Circle one) of Multiple Locations (Street Name)

****

C. Project Description

The applicant requests: Generally, various master plan and zoning map amendments that reflects: Removal of Receiving Area from the TRE Holbrook Junction Community Plan parcels with replacement master plan designations consistent with the current zoning of the parcels; Amend the master plan and zoning for the Minden-Gardnerville Community Plan parcels; an extension of the community plan and urban service area boundaries; and realignment Muller Parkway removing the large reverse curves that are present in the current design. For a more thorough description, please see attached detailed description.

List any previous applications that have been filed for this site: LDH 06-048; LDA 07-11; LDA 07-035; DA 08-048

10-20

APPLICANT:

Contact Name: Jon Park Company: Park Ranch Holding, LLC.
Address: 1300 Buckeye Road City/State/Zip: Minden, Nevada 89423
Telephone No: ( ) 775.782.2144 Fax No: ( )
E-mail Address:

OWNER:

Contact Name: Jon Park Company: Park Ranch Holding, LLC.
Address: 1300 Buckeye Road City/State/Zip: Minden, Nevada 89423
Telephone No: ( ) 775.782.2144 Fax No: ( )
E-mail Address:

ENGINEER/REPRESENTATIVE:

Contact Name: Robert Anderson Company: RO Anderson Engineering
Address: PO Box 2229 City/State/Zip: Minden, Nevada 89423
Telephone No: ( ) 775.782.2322 Fax No: ( ) 775.782.7084
E-mail Address: randerson@roanderson.com

****

LETTER OF AUTHORIZATION

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

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

JON PARK — Jon Park — 6/1/16
Printed Name — Signature — Date

Printed Name — Signature — Date

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

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

APPLICANT/APPLICANT'S REPRESENTATIVE:

ROBERT O. ANDERSON — Robert O. Anderson — 6-1-16
Printed Name — Signature — Date

10-21

Attachment 'A'

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1320-28-000-023	East of SR 88 & US Hwy 395
1320-28-000-024	East of SR 88 & US Hwy 395
1320-28-000-025	East of SR 88 & US Hwy 395
1320-28-000-026	East of SR 88 & US Hwy 395
1320-28-000-027	East of SR 88 & US Hwy 395
1320-28-000-028	East of SR 88 & US Hwy 395
1320-28-000-029	East of SR 88 & US Hwy 395
1320-28-000-030	East of SR 88 & US Hwy 395
1320-28-000-031	East of SR 88 & US Hwy 395
1320-29-000-015	East of SR 88 & US Hwy 395
1320-29-501-002	East of SR 88 & US Hwy 395
1320-29-601-003	East of SR 88 & US Hwy 395
1320-33-001-008	East of SR 88 & US Hwy 395
1320-33-001-009	East of SR 88 & US Hwy 395
1320-33-001-010	East of SR 88 & US Hwy 395
1320-33-001-011	East of SR 88 & US Hwy 395
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1022-14-002-007	TRE Holbrook Junction Community Area
1022-14-002-008	TRE Holbrook Junction Community Area
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1022-15-002-016	TRE Holbrook Junction Community Area
1022-15-002-017	TRE Holbrook Junction Community Area
1022-15-002-018	TRE Holbrook Junction Community Area
1022-16-002-105	TRE Holbrook Junction Community Area
1022-22-000-001	TRE Holbrook Junction Community Area
1022-22-000-002	TRE Holbrook Junction Community Area
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1022-23-000-003	TRE Holbrook Junction Community Area
1022-23-000-004	TRE Holbrook Junction Community Area

10-22

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

PROJECT REVIEW APPLICATION

Location
Street Address: Douglas County, Nevada
Assessor's Parcel #: Multiple, Please see table Attachment 'A'
Current Zoning Designation: Agricultural, LI, RA-5
County Project Reference #: DA 16-038 & DA 16-039

Project Description
Generally, various master plan and zoning map amendments that reflects: Removal of Receiving Area from the TRE Holbrook Junction Community Plan parcels with replacement master plan designations consistent with the current zoning of the parcels; Amend the master plan and zoning for the Minden-Gardnerville Community Plan parcels; an extension of the community plan and urban service area boundaries; and realignment Muller Parkway removing the large reverse curves that are present in the current design.

Applicant:
Name: Park Ranch Holding, LLC. Jon Park
Address: 1300 Buckeye Road, Minden, Nevada 89423
Telephone Number: ( ) 775.782.2144 Fax Number: ( )

Owner:
Name: Same as Applicant
Address:
Telephone Number: ( ) Fax Number: ( )

Engineer:
Name: RO Anderson Engineering Robert Anderson
Address: PO Box 2229, Minden, Nevada 89423
Telephone Number: ( ) 775.782.2322 Fax Number: ( )

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

Applicant or Applicant's Representative:

Keith Ruben
Printed Name

Signature

8/22/16
Date

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

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

10-23

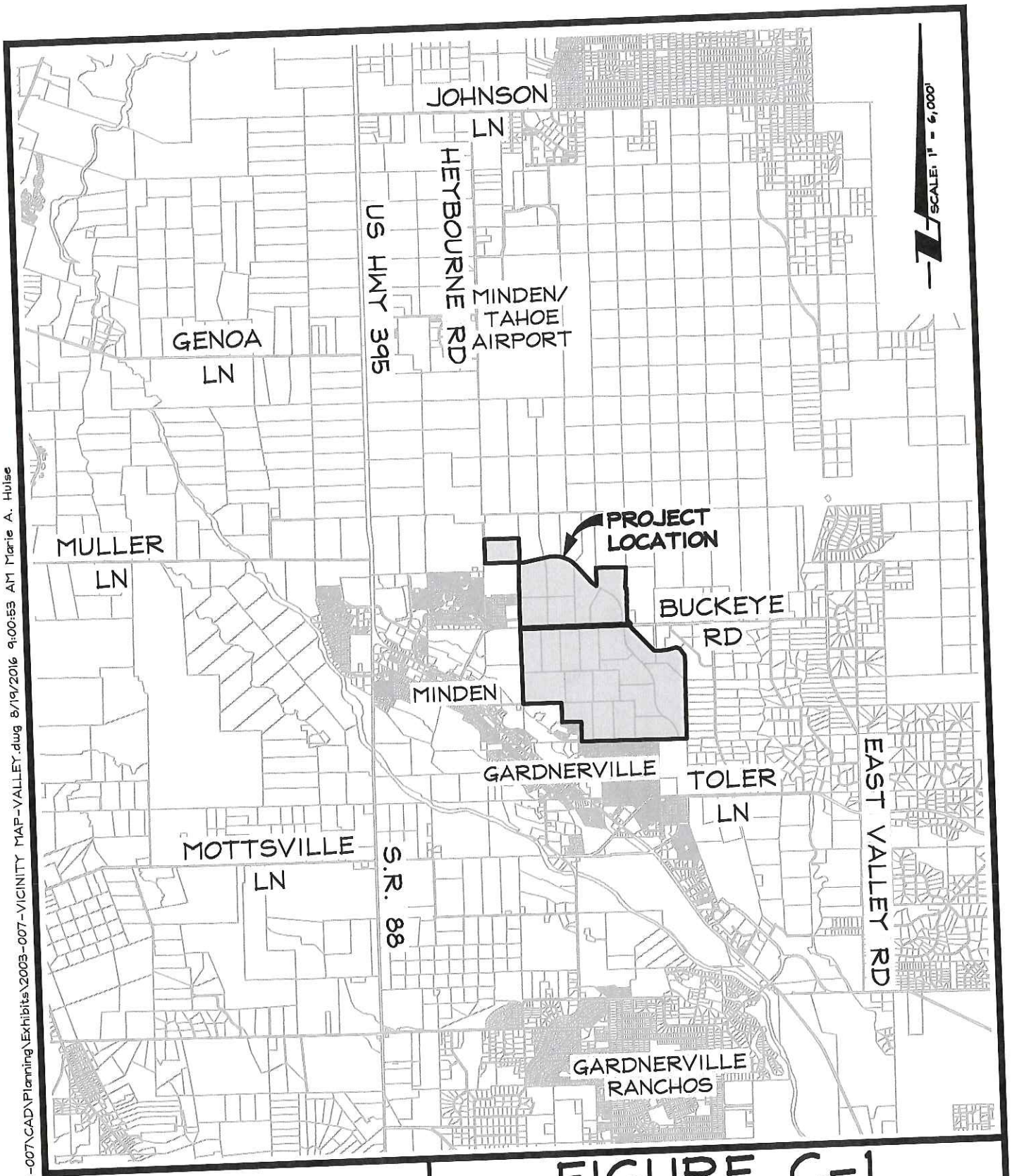

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FIGURE C-1
VICINITY MAP
PARK LIVESTOCK COMPANY & PARK RANCH HOLDINGS LLC

2003-007

08/19/16

R|O|Anderson
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NEVADA
1603 Esmeralda Ave
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CALIFORNIA
595 Tahoe Keys Blvd
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South Lake Tahoe, CA 96150
p 530.600.1660
f 775.782.7084

10-24

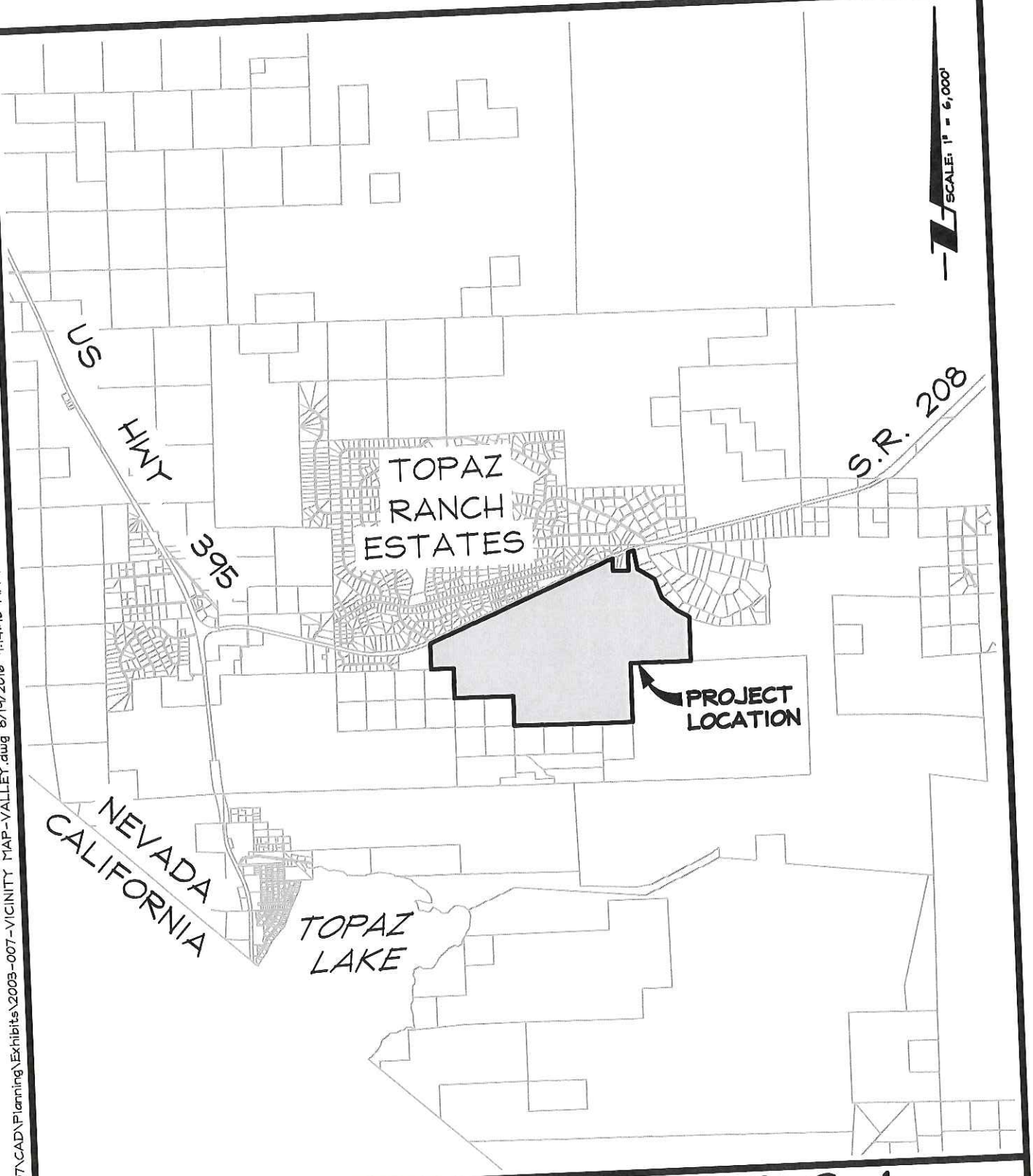

FIGURE C-1
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R O Anderson

August 19, 2016

Mimi Moss, AICP
Community Development Director
DOUGLAS COUNTY
Post Office Box 218
Minden, Nevada 894213

via hand-delivery

Park Ranch Holdings, LLC Master Plan and Zoning Map Amendment
Revised Project Description and Statement of Justification

Dear Mimi,

Please consider this our revised project description and statement of justification. We have also attached additional materials to supplement our original submittal of June 1, 2016.

Project Background

Park Ranch Holdings, LLC owns approximately 4,500 acres of agricultural land in the Carson Valley. A majority of the parcels have a Master Plan land use designation of Agriculture (A) and are zoned for Agriculture – 19-acre minimum parcel size. Approximately 3,121 acres of Park Ranch Holdings property are located on the west side of US Highway 395. This area is currently being considered for open space easement acquisition by the Bureau of Land Management using funding sources from the Southern Nevada Public Land Management Act (SNPLMA). The balance of the land holdings (1,360 acres) is located east of US Highway 395.

The Owner seeks to change the land use and zoning on approximately 752 acres of their land holdings east of U.S. Highway 395. The Owner also has approximately 1,224 acres in the TRE Holbrook Junction Community. The Owner requests to remove all of Receiving Area land use on these land holdings (approximately 747 acres) and provide new land use designations that are consistent with the existing zoning classifications.

Park Ranch Holdings, LLC anticipates implementation of this master plan amendment through various entitlement vehicles over time. Initially, the Owner is filing a development agreement to be heard concurrently with the land use and zoning map amendment request. The key elements of this development agreement include:

- Require the Owner obtain any necessary remaining right-of-ways for Muller Parkway between its current terminus near Winhaven to Toler Lane;
- Construct two lanes of Muller Parkway between its current terminus near the Winhaven development south to Toler Lane, approximately 3.65 miles in total length. This would need to be accomplished prior to the recordation of any final map;
- Prepare and file a Specific Plan for the entire site;
- Limit the total number of dwelling units to a maximum of 2,900;
- 50% of the units (1,450) must utilize transferrable development rights (TDR's);

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Reno, Nevada
South Lake Tahoe, California

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- The development agreement will require that 5% of the units be developed as multifamily housing, and that of these units 10% qualify as affordable;
- 10% of the units will reserved for residents 55 and over;
- Banking and borrowing provisions of building permit allocations in conformance with the Growth Management Ordinance.

Project Location

Two distinct areas comprise the project site:

1. **East of US Highway 395 (Carson Valley):** Twenty-five (25) parcels totaling 1,104 acres are located east of US Highway 395 bounded by The Ranch at Gardnerville and Chichester Estates to the south, the Virginia Ditch to the east; Stockyard Road to the north; and Heybourne Road, Monterra Phase 2 (pending) and The Ranch at Gardnerville (pending) to the west. As illustrated in Figure D-1 of Attachment D, this portion of the project area is within the South, Central and North Agriculture Community Plan Area with existing land use designations of Agriculture, Industrial, Receiving Area, and Rural Residential. Portions of the site are constrained by the Federal Emergency Management Agency (FEMA) mapped 100-year flood hazard zone.

2. **TRE Holbrook (Antelope Valley):** Twenty-eight (28) parcels totaling 1,224 acres are located south of State Route 208 and Topaz Ranch Estates. As illustrated in Figure D-7, this portion of the project area has Master Plan designations of Agriculture and Receiving Area. Land use designations currently do not match existing zoning (Figures D-7 and D-9 in Attachment D).

Project Description

Project Area East of US Highway 395:

1) Realign Muller Parkway to remove the large reverse curves in the current alignment, and shift its planned intersection with Buckeye Road further to the west;
2) Reduce the amount of Rural Residential Land Use and Residential Agriculture zoning from approximately 89 acres to approximately 72 acres located east of the proposed Muller Parkway alignment APN 1320-28-000-031 (ptn); 1320-34-001-028 (ptn).
3) Remove approximately 12 acres of Receiving Area on APN 1320-20-000-017 and redesignate to Agriculture. Redesignate 485.5 acres from Agriculture to Receiving Area on APNs 1320-29-501-002 (ptn); 1320-29-601-003 (ptn); 1320-28-000-023 (ptn), 024 (ptn), 025 (ptn), 028 (ptn), 030 (ptn) and 031 (ptn); 1320-33-001-010, 011, 013, 014, 015; 1320-34-001-028 (ptn).
4) Remove and relocate approximately 38 acres of Industrial land use from APN 1320-28-000-026 and replace with Agricultural land use. Relocate the Industrial

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designation to APNs 1320-28-000-017, 030 (ptn[1]), 031 (ptn), and APN 1320-27-002-035 (ptn) and change approximately nine acres designated as Agriculture to Industrial for a total of approximately 73 acres of Industrial land use;

5) Redesignate approximately 266.3 acres from Agriculture to Single Family Residential and change the zoning classification to Single Family Residential – 8,000 sq ft – APNs 1320-28-000-022, 027, 028 (ptn); 1320-29-000-015; 1320-33-001-008, 009 (ptn), 012 (ptn).
6) Modify the Urban Service Area and Minden-Gardnerville Community Plan boundaries to match the north boundary of the proposed Receiving Area then along the proposed alignment of Muller Parkway north of Buckeye Road, and along the north and east boundary of APN's 1320-28-000-017, 1320-27-002-035 and the east and southern boundary of 1320-34-001-028 south of Buckeye Road.

Project Area TRE/Holbrook:

1. A Master Plan map amendment to remove approximately 747 acres of Receiving Area land use from the TRE Holbrook Junction Community Plan Area – APN's 1022-16-002-105; 1022-15-002-012, 013 (ptn), 014 (ptn), 015 (ptn),016 (ptn), 017 (ptn), 018,1022-14-001-021 (ptn), 022 (ptn), 038 (ptn), 1022-14-002-001 (ptn), 002 (ptn), 003 (ptn), 005, 006 (ptn), 007 (ptn), 008 (ptn), 1022-22-000-001, 002 (ptn), 003 (ptn), 004, 005 (ptn), 006 (ptn), 1022-23-000-001 (ptn), 002 (ptn), 003 (ptn), 004 (ptn). Additionally, this proposal requests a Master Plan map amendment to provide replacement land use designations consistent with the existing zoning on project area parcels. This will result in approximately 59 acres of Commercial land use – APN's 1022-15-002-012 (ptn), 013 (ptn), 014 (ptn), 017 (ptn); approximately 20 acres of Multi-family Residential – APN's 1022-15-002-012 (ptn), 013 (ptn), 016 (ptn), 017 (ptn); approximately 400 acres of Single Family Estates – APN's 1022-16-002-105, 1022-15-002-012 (ptn), 013 (ptn), 014 (ptn), 015 (ptn), 016 (ptn), 017 (ptn), 018, 1022-14-001-021 (ptn), 022 (ptn), 038 (ptn),1022-14-002-001 (ptn), 1022-22-000-001, 002 (ptn), 003 (ptn); and approximately 745 acres of Rural Estates – APN's 1022-15-002-014 (ptn), 015 (ptn),016 (ptn),1022-14-001-021 (ptn), 022 (ptn), 038 (ptn), 1022-14-002-001 (ptn), 002, 003, 005, 006, 007, 008, 1022-22-000-002 (ptn), 003 (ptn), 004, 005, 006, 1022-23-000-001, 002, 003, 004. Figures D-7 and D-8 in Attachment D illustrate the existing and proposed land use, respectively.

Assessor Parcel Numbers (APNs)

Table A-1 lists the 52 APNs that comprised the project area. Figures in Attachment D illustrate existing and proposed land use designations and corresponding acreages. This APN list was submitted to Douglas County to obtain tax receipts (Attachment E) and personal notification requirements (Attachment F). Legal descriptions for the project area APNs are presented in Attachment H.

[1] "ptn" mean a portion of

TABLE A-1: Douglas County APNs

#	Assessor's Parcel Number	General Project Area Location
1	1320-20-000-017	East of SR 88 & US Hwy 395
2	1320-27-002-035	East of SR 88 & US Hwy 395
3	1320-28-000-017	East of SR 88 & US Hwy 395
4	1320-28-000-022	East of SR 88 & US Hwy 395
5	1320-28-000-023	East of SR 88 & US Hwy 395
6	1320-28-000-024	East of SR 88 & US Hwy 395
7	1320-28-000-025	East of SR 88 & US Hwy 395
8	1320-28-000-026	East of SR 88 & US Hwy 395
9	1320-28-000-027	East of SR 88 & US Hwy 395
10	1320-28-000-028	East of SR 88 & US Hwy 395
11	1320-28-000-029	East of SR 88 & US Hwy 395
12	1320-28-000-030	East of SR 88 & US Hwy 395
13	1320-28-000-031	East of SR 88 & US Hwy 395
14	1320-29-000-015	East of SR 88 & US Hwy 395
15	1320-29-501-002	East of SR 88 & US Hwy 395
16	1320-29-601-003	East of SR 88 & US Hwy 395
17	1320-33-001-008	East of SR 88 & US Hwy 395
18	1320-33-001-009	East of SR 88 & US Hwy 395
19	1320-33-001-010	East of SR 88 & US Hwy 395
20	1320-33-001-011	East of SR 88 & US Hwy 395
21	1320-33-001-012	East of SR 88 & US Hwy 395
22	1320-33-001-013	East of SR 88 & US Hwy 395
23	1320-33-001-014	East of SR 88 & US Hwy 395
24	1320-33-001-015	East of SR 88 & US Hwy 395
25	1320-34-001-028	East of SR 88 & US Hwy 395
26	1022-14-001-021	TRE Holbrook Junction Community Area
27	1022-14-001-022	TRE Holbrook Junction Community Area
28	1022-14-001-038	TRE Holbrook Junction Community Area
29	1022-14-002-001	TRE Holbrook Junction Community Area
30	1022-14-002-002	TRE Holbrook Junction Community Area
31	1022-14-002-003	TRE Holbrook Junction Community Area
32	1022-14-002-005	TRE Holbrook Junction Community Area
33	1022-14-002-006	TRE Holbrook Junction Community Area
34	1022-14-002-007	TRE Holbrook Junction Community Area
35	1022-14-002-008	TRE Holbrook Junction Community Area

#	Assessor's Parcel Number	General Project Area Location
36	1022-15-002-012	TRE Holbrook Junction Community Area
37	1022-15-002-013	TRE Holbrook Junction Community Area
38	1022-15-002-014	TRE Holbrook Junction Community Area
39	1022-15-002-015	TRE Holbrook Junction Community Area
40	1022-15-002-016	TRE Holbrook Junction Community Area
41	1022-15-002-017	TRE Holbrook Junction Community Area
42	1022-15-002-018	TRE Holbrook Junction Community Area
43	1022-16-002-105	TRE Holbrook Junction Community Area
44	1022-22-000-001	TRE Holbrook Junction Community Area
45	1022-22-000-002	TRE Holbrook Junction Community Area
46	1022-22-000-003	TRE Holbrook Junction Community Area
47	1022-22-000-004	TRE Holbrook Junction Community Area
48	1022-22-000-005	TRE Holbrook Junction Community Area
49	1022-22-000-006	TRE Holbrook Junction Community Area
50	1022-23-000-001	TRE Holbrook Junction Community Area
51	1022-23-000-002	TRE Holbrook Junction Community Area
52	1022-23-000-003	TRE Holbrook Junction Community Area
53	1022-23-000-004	TRE Holbrook Junction Community Area

Project Benefits

The removal of Receiving Area from the TRE Holbrook Junction Community Plan Area together with the concomitant changes with hard zoning to the infill areas near the Minden-Gardnerville town centers would result in changes in land use designations and zoning classifications.

The Owner, Park Ranch Holdings, LLC, anticipates that the implementation of future development on this site will require approval of a development agreement. This agreement will establish the requirement to construct two lanes of Muller Parkway from its current terminus near Winhaven to Toler Lane. It is also anticipated that a development agreement will also require adoption of a specific plan to establish the development patterns and consistent development standards necessary for the deliberate execution of a mixed-use, variable density phased development. Other potential benefits from the proposed project include:

- Provide for the logical expansion of the Minden/Gardnerville Urban Service Area under a long term development plan that is consistent with the Growth Management Ordinance;
- Provide additional capacity to important transportation facilities providing a substantial public benefit for the next 45 years;
- Through the use of TDR's, provide for additional open space protection of ranch lands and water rights;

10-30

- Provided affordable and senior housing opportunities as stipulated within the development agreement;
- Preservation of water quality by the use of community water and sewer systems as opposed to dispersed private septic systems and leach fields;
- Expansion of and increased funding for existing public services;
- Preservation of air quality by the controlled, phased development of centrally-located, sustainably-designed, walkable and bike-friendly communities;
- Remove a substantial amount of density potential from South County that has few public services to support the current level planned density;
- Creation of short-term construction-based and long-term employment opportunities; and
- Augmentation of County and Town tax revenues.

Justification Findings

Master Plan amendments shall be considered on the basis of promoting the overall goals and objectives of the Douglas County Master Plan or whether there has been a demonstrated change in circumstances since the adoption of the Plan that makes it appropriate to reconsider one or more of the goals and objectives or land use designations. Requests for an amendment to land use designations shall be reviewed in the context of Code Section 20.608.040, Findings for Master Plan amendments.

The planning commission and the board shall, in approving an amendment to the master plan land use map or text, make the following findings:

Changes in Circumstances and Master Plan Consistency

A. The proposed amendment is consistent with the policies embodied in the adopted master plan and the applicant has demonstrated the amendment promotes the overall goals and objectives of the master plan and has demonstrated a change in circumstances since the adoption of the plan that makes it appropriate to reconsider one or more of the goals and objectives of land use designations.

Changes in Circumstances. The Douglas County 2010 Census population, outside of the jurisdiction of the TRPA, was 41,762 people. From 2000 to 2010, the population increased by 7,242 people (41,762 - 34,520 = 7,242). The population increased by 20.98 percent over 10 years with average annual rate of growth equating 1.92 percent, which is very close to the Master Plan adopted growth rate of 2 percent.

Douglas County adopted a twenty-year Master Plan in 1996. The Master Plan, or Comprehensive Plan, is required by Nevada Revised Statutes (Chapter 278.150) for the purpose of providing long-term guidance on the development of cities, counties, and regions in Nevada. The 15 Year Update of the Douglas County Master Plan (2011) was adopted by the Douglas County Board of

Commissioners on March 1, 2012. The current Master Plan reflects changes in circumstances that have occurred since the last update in 2006, including:

- Master Plan Amendments approved since 2007;
- Figure and mapping updates;
- Economic Development Element revision to reflect the Economic Vitality Plan;
- New Growth Management Element to update the 2007 Building Permit Allocation and Growth Management Ordinance;
- Separate and renamed Environmental Resource and Conservation Element;
- Population and Housing Element updates to reflect the 2010 Census data; and
- Transportation Element updates that reflect the adopted 2007 Transportation Plan.

The 2003 Douglas County Trails Plan and Public Services and Facilities Element updates followed publication of the Master Plan update, occurring in 2012.

The current Master Plan contains 12 future land use designations which are grouped into three categories: 1) Resource Uses; 2) Residential Uses; and 3) Non-Residential Uses. The future land uses are designed to reflect existing land uses in the County as well as the most appropriate future land uses for the Regional and Community Plans and ensure adequate opportunities for residential, mixed-used, and non-residential development in proximity to existing towns or urban service areas.

Change in circumstances that would support removal of Receiving Area from the TRE Holbrook Junction Plan Area together with changes to the South, Central and North Agriculture Community Plan Area are reflected on existing and future Master Plan land use maps for these plan areas. The Population Chapter of the General Plan lists several factors that account for the existing pattern of population growth in Douglas County:

- Public facilities and services are concentrated in Minden, Gardnerville, Indian Hills, Gardnerville Ranchos, and Johnson Lane, allowing higher density residential development.
- Town of Minden water pipeline was installed to provide service to Carson City along Heybourne road.
- Much of the growth corresponds to receiving areas for transfer of development rights.
- Environmental constraints such as floodplains, slopes, as well as farm and ranch operations, will continue to shape growth patterns in the County.
- Proximity to regional employment opportunities. The northern areas of Douglas County are in closer proximity to regional employment centers including those in Carson City and southern Washoe County.

This pattern of population distribution and growth is likely to continue into the future.

The requested master plan map amendments necessitate the logical expansion of the Urban Service Area boundary to include these lands adjacent to the existing Minden-Gardnerville Community Plan Area. The future development of these areas would be dependent upon the preparation and adoption of comprehensive specific plan, which specify densities and uses and mitigate planning and environmental issues. A Specific Plan must be adopted prior to establishing these areas for actual development and will be subject to a development agreement sought by the Owner.

Master Plan Consistency. A Master Plan map amendment, which extends the Urban Service Area boundary and removes Receiving Area from the TRE Holbrook Junction Community Area with corresponding amendments to in-fill lands adjacent to the Minden-Gardnerville town centers, would promote the overall goals and objectives of the 2011 Master Plan. The following analyses address the pertinent land use policies found in the Growth Management, Agriculture and Land Use Elements.

Growth Management Element. The purpose of the Growth Management Element is to establish the policies and systems to manage orderly community growth. This element provides the link between the Land Use Element and Community Plans, which form the basis for facility planning and capital programming; coordinates new development with the timely and efficient provision of adequate public facilities and services to Douglas County's residents and businesses; seeks to ensure that new development will not exceed the carrying capacity of the county's natural resources; and shapes growth to be consistent with community values and ensure quality of life factors as provided for in the Plan.

The proposed master plan and zoning map amendments proposed by Park Ranch Holdings, LLC is consistent with the Growth Management Ordinance (GMO) since it will utilize allocations available to distribute in the banking and borrowing provisions found in the Ordinance. These banking and borrowing provisions are included within the development agreement being considered along with this application. Currently, there are 1710 unused allocations available. Using these unused allocations as a starting point, an analysis was prepared that assumes that the current average of 50% of the allocations will be distributed in the individual project pool. From the balance (50%), Park Ranch proposes to bank 10% of these each year until the entire density of 2,900 units is banked. Because of the store of current unused allocations, at no time will the allocations available to distribute be diminished by the Park Holdings development below the amount of available allocations currently published. The lack of demand for building permit allocations since the adoption of the growth management ordinance has essentially created the headroom for the Park Holdings development to process without negatively effecting the amount of allocations available. Finally, it should be noted that since Park Ranch Holdings, LLC is eliminating 747 acres of receiving area in conjunction with this application, the amount of competition for future allocations will likely be concomitantly reduced.

GOAL GM 1. To keep growth in Douglas County to a sustainable level that natural and fiscal resources can support.

COMMENT: The proposed map amendment would conform to the Growth Management Ordinance. The proposed removal of receiving area with the concomitant amendment to provide master plan and zoning at a more urban level would concentrate growth in the center of the community with no increase to Douglas County growth levels. The map amendment would support smart growth with goals of expanding the range of transportation, employment and housing choices, equitably distributing the costs and benefits of development, preserving and enhancing natural and cultural resources, and promoting public health.

GOAL GM 2. To direct new development to locations within or adjacent to existing communities where public facilities can be provided and a sense of community can be created or enhanced.

COMMENT: The Land Use Element allows for the County to designate areas for distinct urban and rural communities. The designated development areas of these communities may not include land that cannot be served by adequate services and facilities during the time frame of the Master Plan. The Growth Management Element states that other communities may become Urban Service Areas over time as critical infrastructure components are provided. The proposed map amendment encourages the efficient use of public and private resources by designating development areas that are in close proximity and adjacent to existing, vested and planned infrastructure.

The project area is uniquely situated with exposure to U.S. Highway 395 and the future Muller Parkway. Creating a distinct boundary for the urban community would enhance the sense of community by sharpening of the urban edge to define the physical forms of the Towns and create a better sense of place. The sense of community and place can be created by a cogent development plan that builds on the investments made by others, including Bently, the Ranch at Gardnerville, Monterra, Virginia Ranch, Barton, Butch Peri, and La Costa at Monte Vista.

GM Policy 2.1. Douglas County shall use the Land Use Element of this Master Plan to designate areas for distinct urban and rural communities. The designated development areas of these communities shall not include land which cannot be served with adequate services and facilities during the time frame of the Master Plan.

COMMENT: Urban Service Areas help to maintain urban edges, foster compact urban form, and preserve rural character. Generally, there are areas that are intended to have a full complement of urban services, including public water and sewer, sidewalks, parks, schools, bike paths, walking trails, landscaping, fire protection services, and paved streets. Urban Service Areas are within the Agriculture, Airport, Gardnerville Ranchos, Genoa, Indian Hills/Jacks Valley, and Minden/Gardnerville Community Plans. The Master Plan outlines the processes that allow for additional communities to become Urban Service Areas over time, as critical infrastructure components are provided. The proposed amendments reflect a logical expansion of the Urban

Service Area boundary in that it would allow for the phased extension and upgrade of existing infrastructure and would allow for consideration of infill areas with existing and vested mixed-use developments and industrial uses on three sides.

GM Policy 2.2. Douglas County shall limit extension of urban levels of public services outside identified Urban Service Areas identified on the Land Use Map, except in cases where said extension is necessary for the provision of public health and safety.

COMMENT: The Growth Management Element states that other communities may become Urban Service Areas over time as critical infrastructure components are provided. Removing receiving area from the TRE Holbrook Junction Community Area, which has no existing or planned Urban Service Area, to parcels adjacent to an existing Urban Service Area would encourage the efficient use of public and private resources by designating growth areas that are in close proximity and adjacent to existing or planned infrastructure. The proposed Urban Service Area is within the future service area of the Gardnerville Town Water Company and is within the existing Town of Minden water service area and the service area for the Minden-Gardnerville Sanitation District. Modification of the Urban Service Area boundary is necessary to assure that future development occurs with urban levels of public service that are adequate for protection of public health and safety.

GM Policy 2.5. Douglas County shall support annexations to unincorporated towns or to the service areas of providers (such as GIDs) that are compatible with the Master Plan's identified Urban Service Areas.

COMMENT: The proposed map amendments and Urban Service Area amendment is within the future service area of the Gardnerville Town Water Company and is within the existing Town of Minden water service area. The modification of the Urban Service Area boundary is necessary to assure that future development occurs with urban levels of public service that are adequate for protection of public health and safety. The project area is currently used for agricultural purposes. The land has historically been used for Ranch grazing. The existing Master Plan land use and zoning surrounding the Carson Valley lands are as follows:

North - The parcels adjacent and north of the proposed amendments in the Carson Valley have master plan designations of Agricultural. The primary use of these parcels is agriculture with A-19 zoning.

South - Chichester Estates is an existing residential development and the Ranch at Gardnerville is a residential development currently under construction. Receiving Area with A-19 zoning is also located south of the proposed amendment.

East – Parcels east of the proposal have Agricultural and Industrial designations. Currently, Industrial land use designations extend both north and south of Buckeye Road. The proposal seeks to consolidate the Industrial land use and zoning entirely south of Buckeye Road adjacent to the existing industrially zoned areas.

West – The proposed land use amendments abut the existing Urban Service Area boundary that was extended to include The Ranch at Gardnerville and the Monterra Phase 1.

The proposed Master Plan and zoning map amendments would be compatible with the master planned use of the adjacent properties.

GM Goal 3. To continue to work to secure federal, state, and private funding to purchase open space and establish conservation easements, and establish an Open Space Acquisition Program.

COMMENT: Park Ranch Holdings is actively participating in the long term planning of all their lands. In addition to this application, currently 3,121 acres of Park Ranch Holdings property located on the west side of US Highway 395 is being considered for open space easement acquisition by the Bureau of Land Management using funding sources from the Southern Nevada Public Land Management Act (SNPLMA).

Agricultural Element. The purpose of the Agriculture Element is to establish policies and systems to help maintain agriculture and coordinate its maintenance with plans for orderly community growth. The inclusion of a separate Agriculture Element in this Master Plan is meant to reinforce the understanding that agriculture is an important and valued way of life in Douglas County and a major contributor to the character of the community. The Agriculture Element supports the Growth Management Element by recommending that growth be directed to the identified Urban Service Areas, as defined in the Growth Management Element. In this way, the Agriculture Element helps maintain urban edges, foster compact urban form, and preserve rural character.

AG Policy 1.5. Douglas County shall preserve a distinction between urban and rural areas, direct new growth to areas already committed to an urban level of development (e.g., cities, areas directly adjacent to cities, and densely developed unincorporated communities) and preserve rural industries (e.g., farming, livestock grazing, mining), natural resource protection, and open space recreation uses.

COMMENT: The proposed map amendment would allow for new growth to occur in an area that is adjacent to existing town centers and existing and planned residential developments and public services. A modification of Urban Service Area boundary would help to maintain urban edges and foster compact urban form, while preserving the rural character of the County.

AG Policy 2.1. Douglas County shall minimize development of commercially viable agricultural land and ensure that recognized needs for growth are met by infill and contiguous, compact development.

COMMENT: The Open Space and Agricultural Preservation and Implementation Plan 2007 Update states that while development should be limited in agricultural areas, consideration should be given for development in particular places that are close to and would expand upon existing

and planned public facilities, urban services, and roadways. The proposed amendments represent a logical area of expansion for Minden-Gardnerville, surrounded on three sides by existing residential, industrial, community facilities and rural residential uses. It would allow for future growth to be considered on infill lands that are contiguous with existing public infrastructure, urban services, and town boundaries.

Land Use Element. The Land Use Element of the Douglas County Master Plan is designed to promote sound land use decisions within the County. The pattern of land uses--their location, mix, and density--is a critical component of any community's character. The Land Use Element is intended to provide sufficient land for residential, commercial, industrial, and public uses; to locate these various uses appropriately in order to enhance community balance and character; to preserve and protect important natural resources; and to enable the County to provide adequate public services to the community.

LU Goal 2. To retain the beauty, the natural setting and resources, and the rural/agricultural character of the county while providing opportunities for managed growth and development.

COMMENT: The proposed map amendment would remove Receiving Area from the Owner's lands located in the TRE Holbrook Junction Community Plan Area and place future development adjacent to the Minden-Gardnerville Community Area and the existing Urban Service Area boundary. The re-designation of an area in close proximity to existing town centers would allow for the development of infill parcels that are bounded by existing and planned residential, industrial, and agricultural uses on three sides. Growth and development opportunities would be able to be managed in areas of the County with existing and planned infrastructure, while preventing the fragmentation of natural settings and resources that has resulted from low-density rural residential development across agricultural lands.

LU Policy 2.3. In planning for growth of its rural and urban communities, Douglas County shall give first priority to development of vacant or under-utilized land within the communities ("infill" and "redevelopment") and second priority to development that expands the community. The County's policies regarding public service provision shall support these priorities.

COMMENT: Master Planning an area in close proximity to existing town centers would offer a solution to public concerns regarding sprawl and uncontrolled growth by directing future growth and development to infill parcels that are contiguous and accessible to community water and sewer, public transportation, police and fire protection, hospitals and schools.

LU Goal 5: To identify particular areas within Douglas County for development as distinct urban communities.

COMMENT: Due to the close proximity to the Minden-Gardnerville Community Area and existing urban services, the Master Plan map amendment would identify and maintain particular areas

within Douglas County for development as distinct urban communities. The proposed amendments would allow for infill development in an area of logical expansion of the Towns and the urban service area.

LU Policy 5.2. Douglas County shall designate "Urban Service Areas" within identified urban communities. Urban Service Areas are those areas where development of an urban character exists or is developing. New development in these areas may be approved by Douglas County if it is consistent with the land use designations shown on the Land Use Map, if services are available at the appropriate urban levels, if applicable policies of the Community Plan and Master Plan have been met, and developed in accordance with the provisions of the Development Code.

COMMENT: The proposed map amendment would be consistent with adjacent development patterns, in close proximity to existing and planned public services. The Master Plan map amendment would promote the overall goals and objectives of the Master Plan and future development would be developed in accordance with the provisions of the development code and future Specific Plan.

Demonstrated Need

B. The proposed amendment is based on a demonstrated need for additional land to be used for the proposed use, and that the demand cannot be reasonably accommodated within the current boundaries of the area.

The proposed amendments serve to remove 747 acres of Receiving Area land use from a portion of the County that because of inadequate public infrastructure and services cannot reasonable accommodate growth. The TRE Holbrook Junction Community Area has no Urban Service Area. There have been several significant wildland fires in the vicinity of the current Receiving Area; emergency services response times can exceed one-half hour; the closest hospital or urgent care facility is half an hour away; and there are no local schools to serve the community. Additionally, any new development would require a new water (or substantial expansion of the existing TRE GID system) and sewer system. Based on the current master plan, 747 acres of Receiving Area could accommodate up to 11,952 units. With the change, the maximum residential density based on the current zoning and new master plan designations proposed on the TRE/Holbrook site is 669 residential units, representing the removal of potentially 11,283 units. Even considering the maximum density figure of the proposed Carson Valley lands, which based on the proposed SFR-8,000 zoning and Receiving Area with the development agreement would be 2,900 units, together the applications represent the removal of 8,383 potential units from the County in total.

The proposed Master Plan map amendment can be supported by a demonstrated need for change in rural development patterns, and the necessity to reorient the County's master plan away from planning high density development in areas without Urban Service Areas and could

cause practical difficulties for Douglas County should private water and sewer systems be developed as the singular alternative to provide services to these areas, but instead plan for future growth in areas that adjacent to current Urban Service Areas and are served by public, and not private, utility providers. Additionally, the County should discourage higher density development in rural areas of the County that lack the basic soft services to support large populations, such as schools, regional parks, health care facilities, sheriff stations, refuse disposal areas, and similar necessary County services.

Public Facilities Policies

C. The proposed amendment would not materially affect the availability, adequacy, or level of service of any public improvement serving people outside of the applicant's property and will not be inconsistent with the adequate public facilities policies contained in chapter 20.100 of title 20.

The proposed map amendment would not materially affect the availability, adequacy, or level of service of public improvements serving people outside of the applicant's property and would be consistent with the adequate public facilities policies contained in chapter 20.100 of Title 20. The application seeks to identify and modify to include those areas with the Urban Service Area that are already within the service areas of the adjacent utility providers and are also adjacent to the two Towns allowing for simple and logical annexation of these areas. Furthermore, based on the proposed development agreement, the Owner could not develop the proposed site until Muller Parkway is completed two lanes from Toler Lane to the current terminus near Winhaven; and that development of these areas would be dependent upon the preparation and adoption of a comprehensive specific plan that specify densities and uses (with the identified 2,900 unit maximum), outline phasing of planned developments and public facilities and infrastructure, and determine effective mitigation of planning and environmental issues. According to a traffic study prepare by Solaegui Engineers, the development of two lanes of Muller Parkway by the developer as proposed will operate at a level of service "C" of throughout the life of the project, providing excess capacity and substantial public benefit.

Compatibility with Adjacent Land Uses

D. The proposed amendment is compatible with the actual and master planned use of the adjacent properties and reflects a logical change to the boundaries of the area in that it allows infrastructure to be extended in efficient increments and patterns, it creates a perceivable community edge as strong as the one it replaces, and it maintains relatively compact development patterns. (Ord. 1001, 2002; Ord. 763, 1996)

The proposed Master Plan map amendment, as illustrated in Figure D-1 through D-7 of Attachment D, would be compatible and consistent with the existing and future Master Plan land uses of the adjacent properties. The map amendment would allow for higher density, compact development to be planned in areas contiguous to the Towns while respecting the existing Growth Management Ordinance by reducing the overall number of units that can potentially be developed in the County.

Lands to the west and south have Master Plan designation of Receiving Area and have been approved for lot sizes as small as Single Family Residential (SFR-8000) and Multi-Family Residential (MFR). These developments include the Monterra Planned Development, Winhaven, The Ranch at Gardnerville Planned Development, and Chichester Estates. Adjacent properties to the north and east have Master Plan designations of Industrial and Rural Residential. The Towns of Minden and Gardnerville have planned for their extended town boundaries with the dividing line at Zerolene Road, which bisects the site. The site is also within MGSD's service area. The proposal would allow for planned growth to occur in the planned Town extensions and for residential to transition through industrial uses. This would create a perceivable community edge that is more defined than the current eastern edge. The northern edge would be defined by the Bently Science Park, Muller Parkway and Agricultural lands and flood plain areas.

Findings for Zoning Map Amendment 20.610.050:

When approving a zoning text or map amendment the planning commission and the board must make the following findings:

A. That the proposed amendment is consistent with the policies embodied in the adopted master plan and the underlying land use designation contained in the land use plan;

Comment: The requested zoning designations are consistent with the policies in the 2011 Master Plan and the requested land use designation. The proposed ZMA is within a proposed urban service area, which further supports the land use policies embodied in the adopted Master Plan and the Minden/Gardnerville Community Plan.

B. That the proposed amendment will not be inconsistent with the adequate public facilities policies contained in this title;

Comment: The development complies with the adequate facilities ordinance, and is consistent with Title 20 of Douglas County Code.

C. That the proposed amendment is compatible with the actual and master planned use of the adjacent properties.

10.40

R O Anderson

Comment: The proposed zoning map amendment, as illustrated in Figure D-1 through D-7 of Attachment D, would be compatible and consistent with the existing and future Master Plan land uses of the adjacent properties.

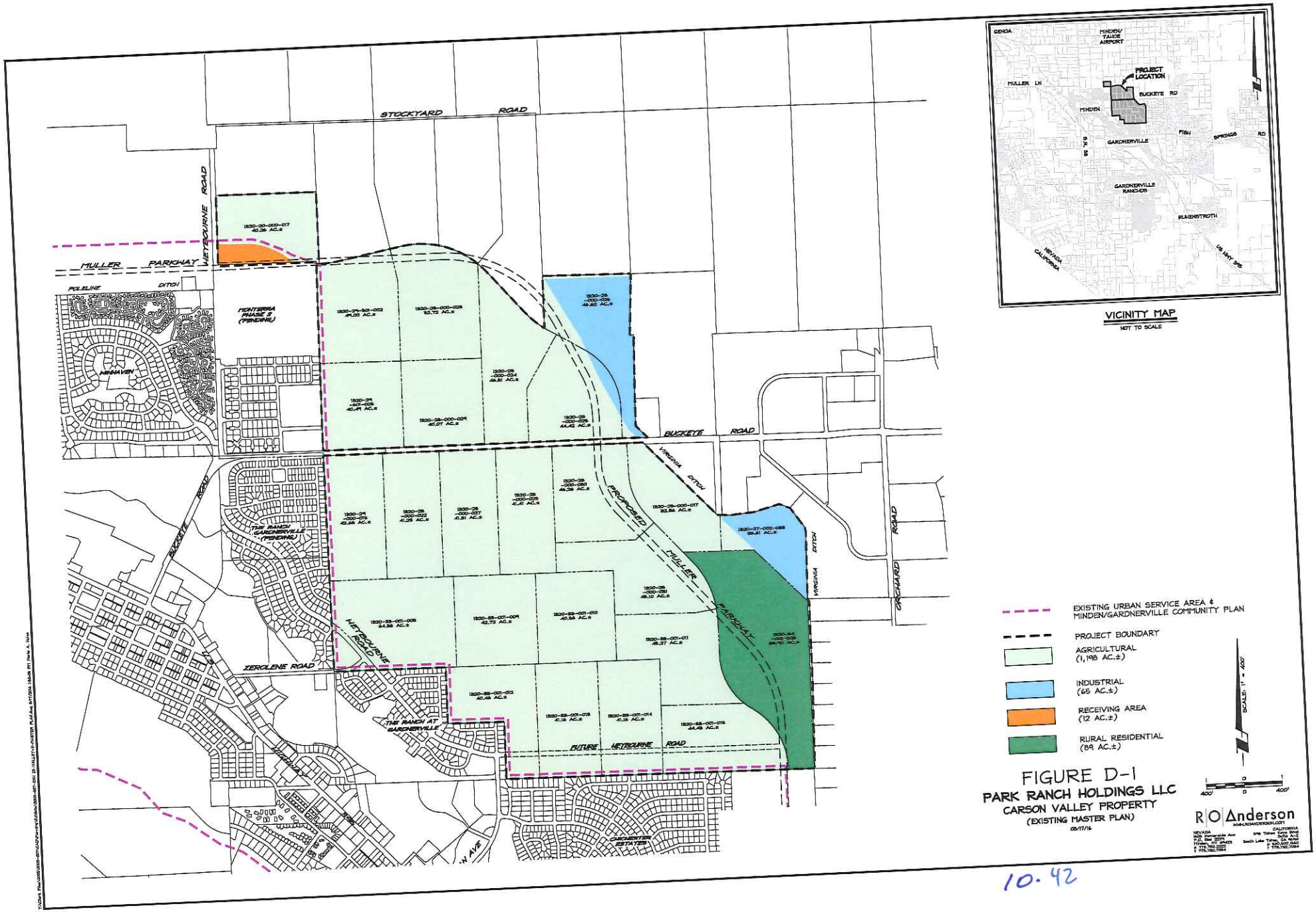
Thank you for your consideration regarding this matter. Should you have any questions, please contact me directly.

Sincerely,

R.O. ANDERSON ENGINEERING, INC.

Keith E. Ruben, MBA, AICP
Director of Planning & Entitlements

cc: Park Ranch Holdings, LLC



VICINITY MAP
NOT TO SCALE

FIGURE D-1
PARK RANCH HOLDINGS LLC
CARSON VALLEY PROPERTY
(EXISTING MASTER PLAN)
05/17/16

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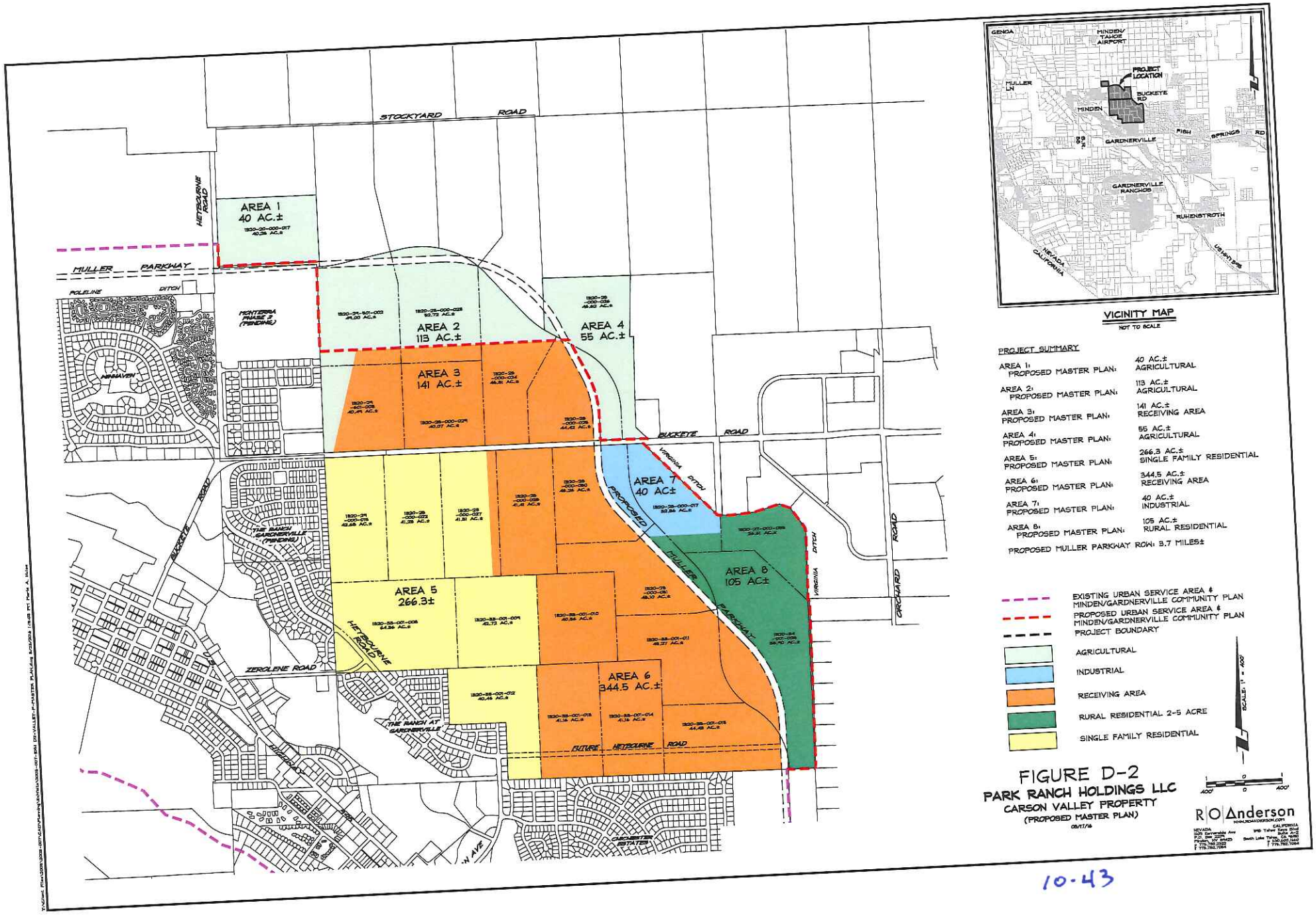
WWW.ROANDERSON.COM



VICINITY MAP

NOT TO SCALE

PROJECT SUMMARY

AREA 1: PROPOSED MASTER PLAN:	40 AC.± AGRICULTURAL
AREA 2: PROPOSED MASTER PLAN:	113 AC.± AGRICULTURAL
AREA 3: PROPOSED MASTER PLAN:	141 AC.± RECEIVING AREA
AREA 4: PROPOSED MASTER PLAN:	55 AC.± AGRICULTURAL
AREA 5: PROPOSED MASTER PLAN:	266.3 AC.± SINGLE FAMILY RESIDENTIAL
AREA 6: PROPOSED MASTER PLAN:	344.5 AC.± RECEIVING AREA
AREA 7: PROPOSED MASTER PLAN:	40 AC.± INDUSTRIAL
AREA 8: PROPOSED MASTER PLAN:	105 AC.± RURAL RESIDENTIAL
PROPOSED MULLER PARKWAY ROW:	3.7 MILES±

EXISTING URBAN SERVICE AREA & MINDEN/GARDNERVILLE COMMUNITY PLAN

PROPOSED URBAN SERVICE AREA & MINDEN/GARDNERVILLE COMMUNITY PLAN

PROJECT BOUNDARY

AGRICULTURAL

INDUSTRIAL

RECEIVING AREA

RURAL RESIDENTIAL 2-5 ACRE

SINGLE FAMILY RESIDENTIAL

SCALE: 1" = 400'

400' 0 400'

FIGURE D-2

PARK RANCH HOLDINGS LLC

CARSON VALLEY PROPERTY

(PROPOSED MASTER PLAN)

08/17/16

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10-43

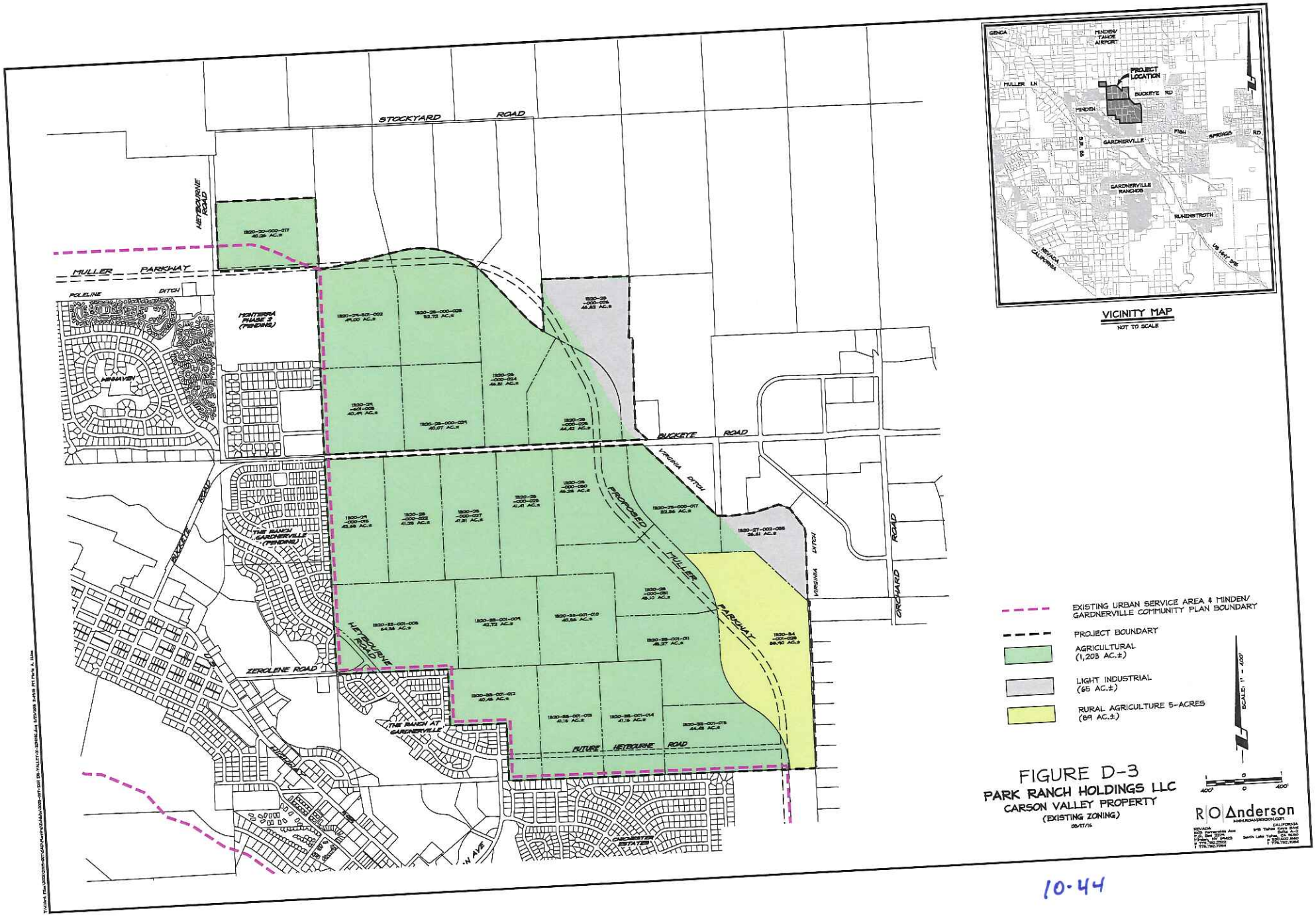

FIGURE D-3
PARK RANCH HOLDINGS LLC
CARSON VALLEY PROPERTY
(EXISTING ZONING)
08/17/16

10-44

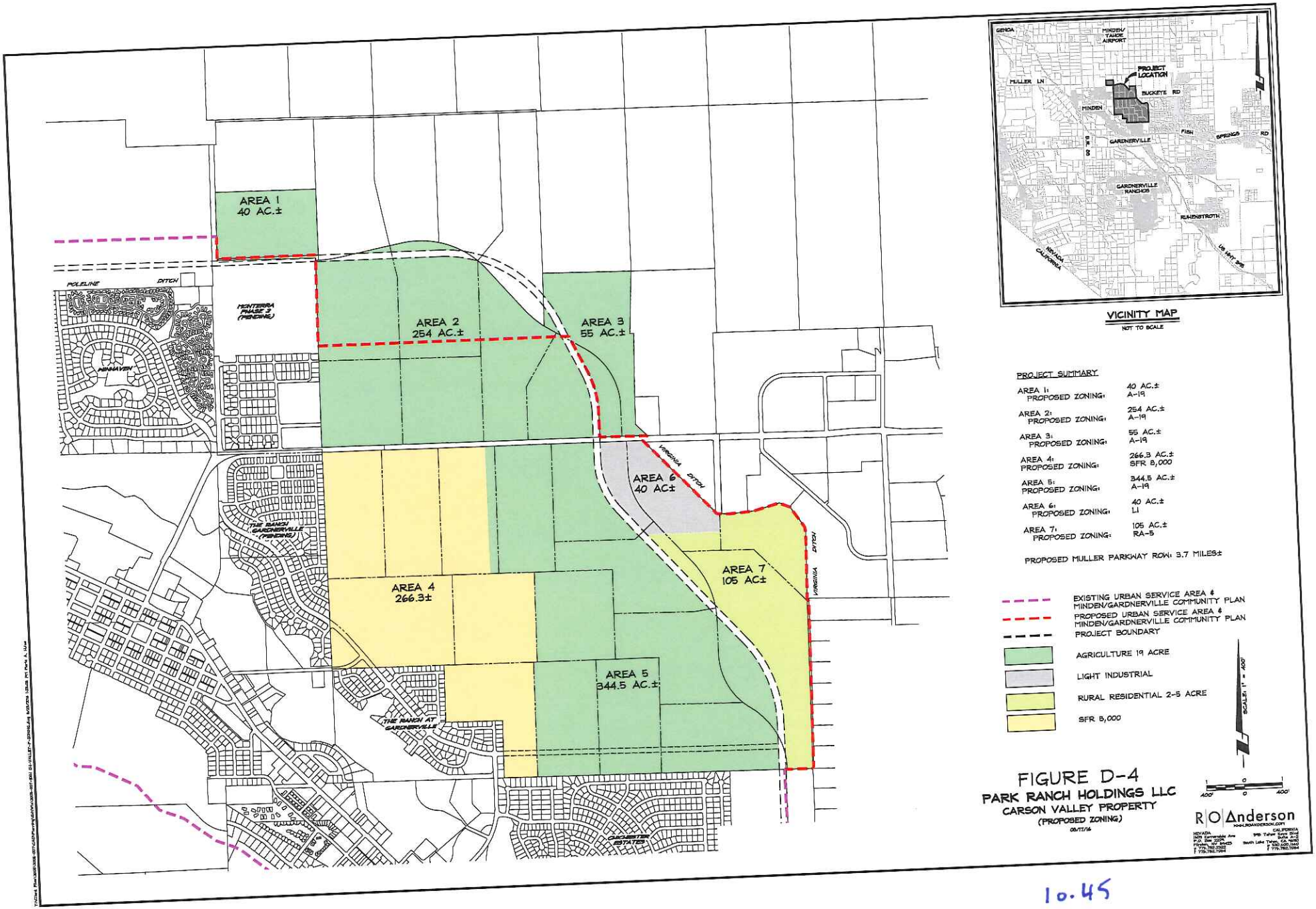

FIGURE D-4
PARK RANCH HOLDINGS LLC
CARSON VALLEY PROPERTY
(PROPOSED ZONING)

06/17/16

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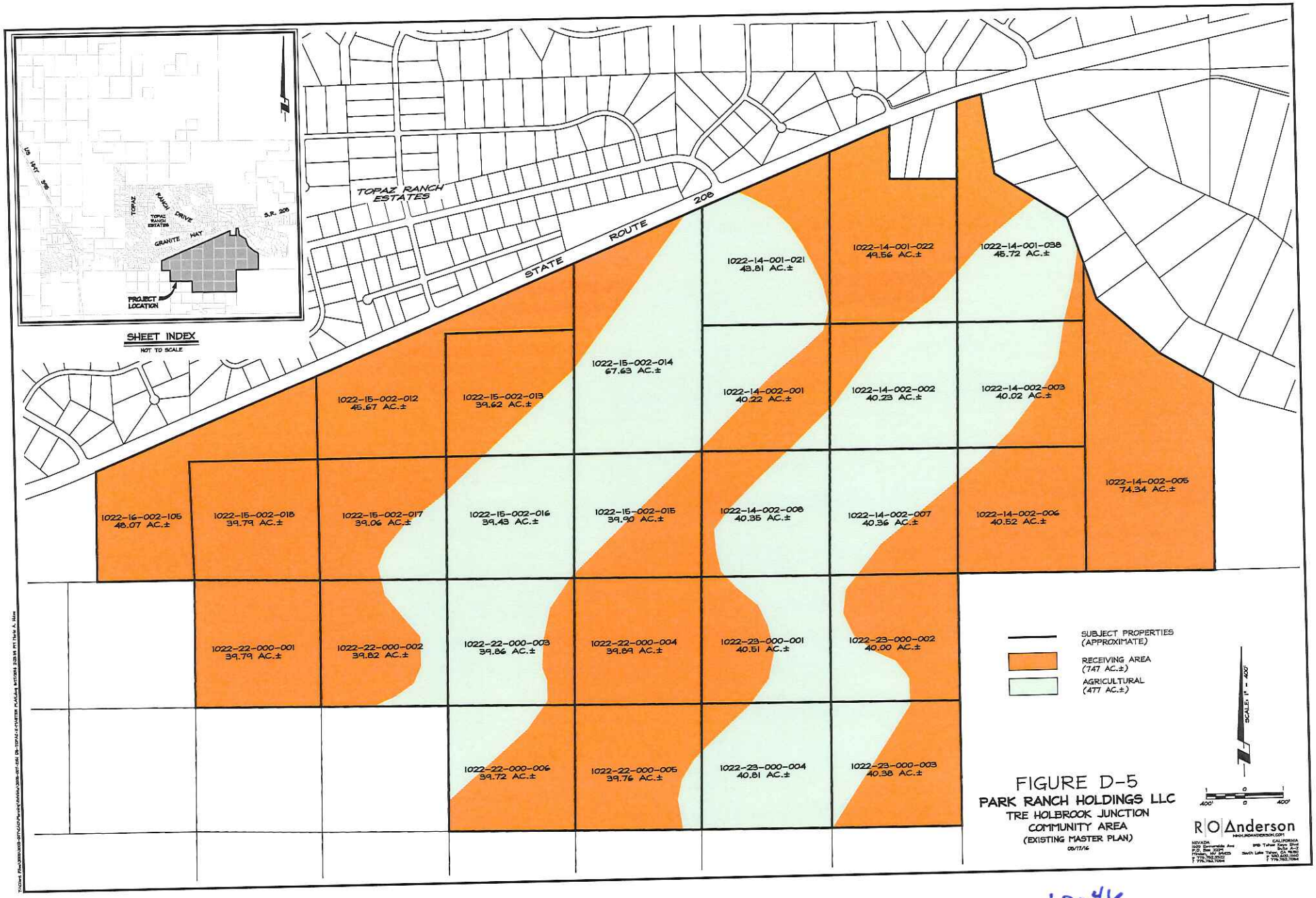
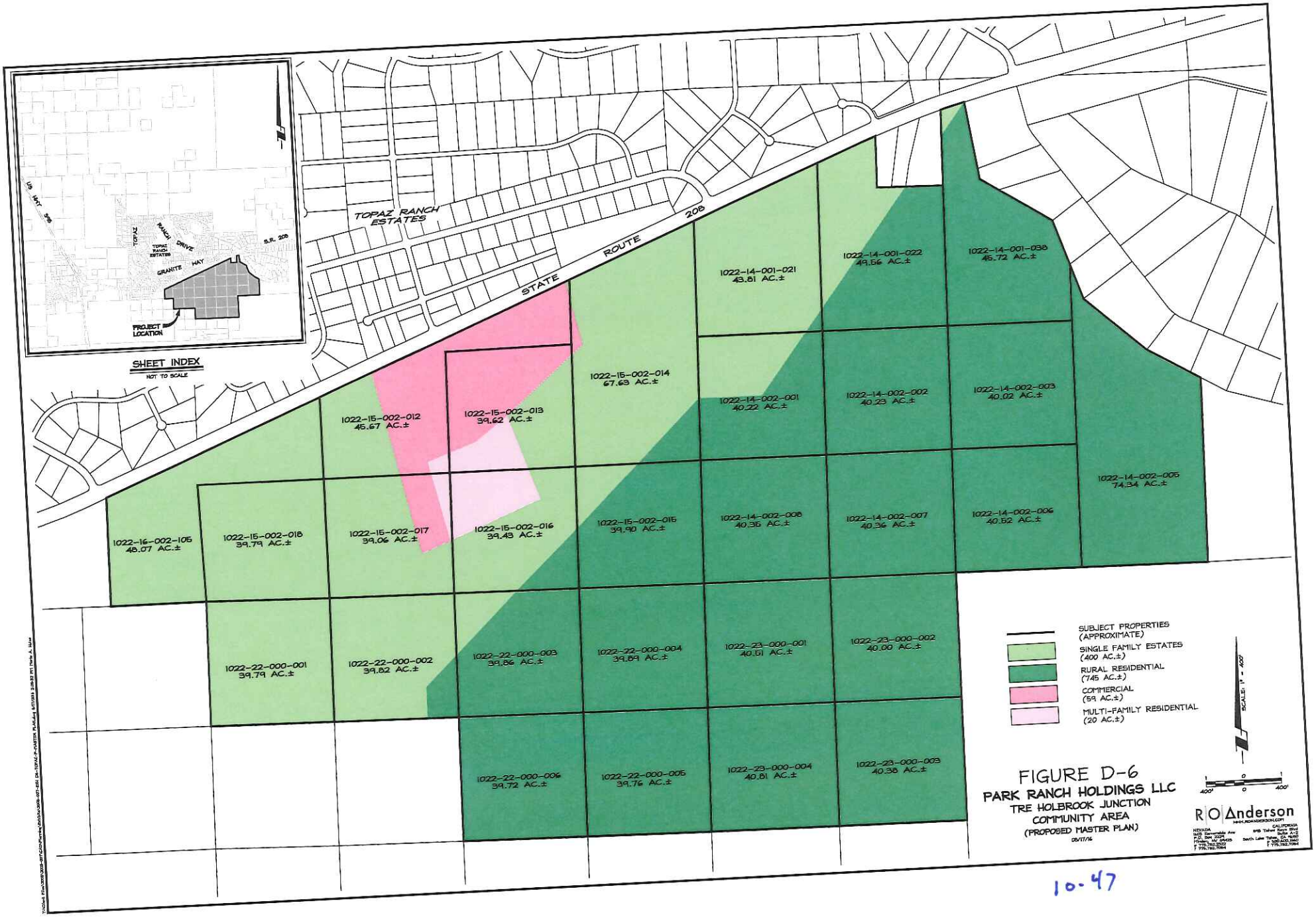
10.45


SHEET INDEX
NOT TO SCALE
US HWY 395
TOPAZ RANCH DRIVE
S.R. 208
GRANITE HAT
PROJECT LOCATION
TOPAZ RANCH ESTATES
STATE ROUTE 208
1022-16-002-105 48.07 AC.±
1022-15-002-018 39.79 AC.±
1022-15-002-017 39.06 AC.±
1022-15-002-016 39.48 AC.±
1022-15-002-015 39.90 AC.±
1022-15-002-014 67.63 AC.±
1022-15-002-013 39.62 AC.±
1022-15-002-012 45.67 AC.±
1022-14-002-008 40.35 AC.±
1022-14-002-007 40.36 AC.±
1022-14-002-006 40.52 AC.±
1022-14-002-005 74.34 AC.±
1022-14-002-003 40.02 AC.±
1022-14-002-002 40.23 AC.±
1022-14-002-001 40.22 AC.±
1022-14-001-021 48.81 AC.±
1022-14-001-022 49.56 AC.±
1022-14-001-038 45.72 AC.±
1022-22-000-001 39.79 AC.±
1022-22-000-002 39.82 AC.±
1022-22-000-003 39.86 AC.±
1022-22-000-004 39.89 AC.±
1022-23-000-001 40.51 AC.±
1022-23-000-002 40.00 AC.±
1022-22-000-006 39.72 AC.±
1022-22-000-005 39.76 AC.±
1022-23-000-004 40.81 AC.±
1022-23-000-003 40.38 AC.±
SUBJECT PROPERTIES (APPROXIMATE)
RECEIVING AREA (747 AC.±)
AGRICULTURAL (477 AC.±)
SCALE: 1" = 400'
400' 0 400'
FIGURE D-5
PARK RANCH HOLDINGS LLC
TRE HOLBROOK JUNCTION
COMMUNITY AREA
(EXISTING MASTER PLAN)
05/17/16
R O Anderson
NEVADA
CALIFORNIA

10-46


TOPAZ RANCH ESTATES
STATE ROUTE 208
US HWY 395
TOPAZ RANCH DRIVE
TOPAZ RANCH ESTATES
GRANITE WAY
S.R. 208
PROJECT LOCATION
SHEET INDEX
NOT TO SCALE
1022-15-002-012 45.67 AC.±
1022-15-002-013 39.62 AC.±
1022-15-002-014 67.63 AC.±
1022-14-001-021 43.81 AC.±
1022-14-001-022 49.56 AC.±
1022-14-001-038 45.72 AC.±
1022-14-002-001 40.22 AC.±
1022-14-002-002 40.23 AC.±
1022-14-002-003 40.02 AC.±
1022-14-002-005 74.34 AC.±
1022-16-002-105 48.07 AC.±
1022-15-002-018 39.79 AC.±
1022-15-002-017 39.06 AC.±
1022-15-002-016 39.43 AC.±
1022-15-002-015 39.90 AC.±
1022-14-002-008 40.36 AC.±
1022-14-002-007 40.36 AC.±
1022-14-002-006 40.62 AC.±
1022-22-000-001 39.79 AC.±
1022-22-000-002 39.82 AC.±
1022-22-000-003 39.86 AC.±
1022-22-000-004 39.89 AC.±
1022-23-000-001 40.51 AC.±
1022-23-000-002 40.00 AC.±
1022-22-000-006 39.72 AC.±
1022-22-000-005 39.76 AC.±
1022-23-000-004 40.81 AC.±
1022-23-000-003 40.38 AC.±
SUBJECT PROPERTIES (APPROXIMATE)
SINGLE FAMILY ESTATES (400 AC.±)
RURAL RESIDENTIAL (745 AC.±)
COMMERCIAL (59 AC.±)
MULTI-FAMILY RESIDENTIAL (20 AC.±)
SCALE: 1" = 400'
400' 0 400'
FIGURE D-6
PARK RANCH HOLDINGS LLC
TRE HOLBROOK JUNCTION
COMMUNITY AREA
(PROPOSED MASTER PLAN)
05/17/16
R O Anderson
NEVADA
CALIFORNIA

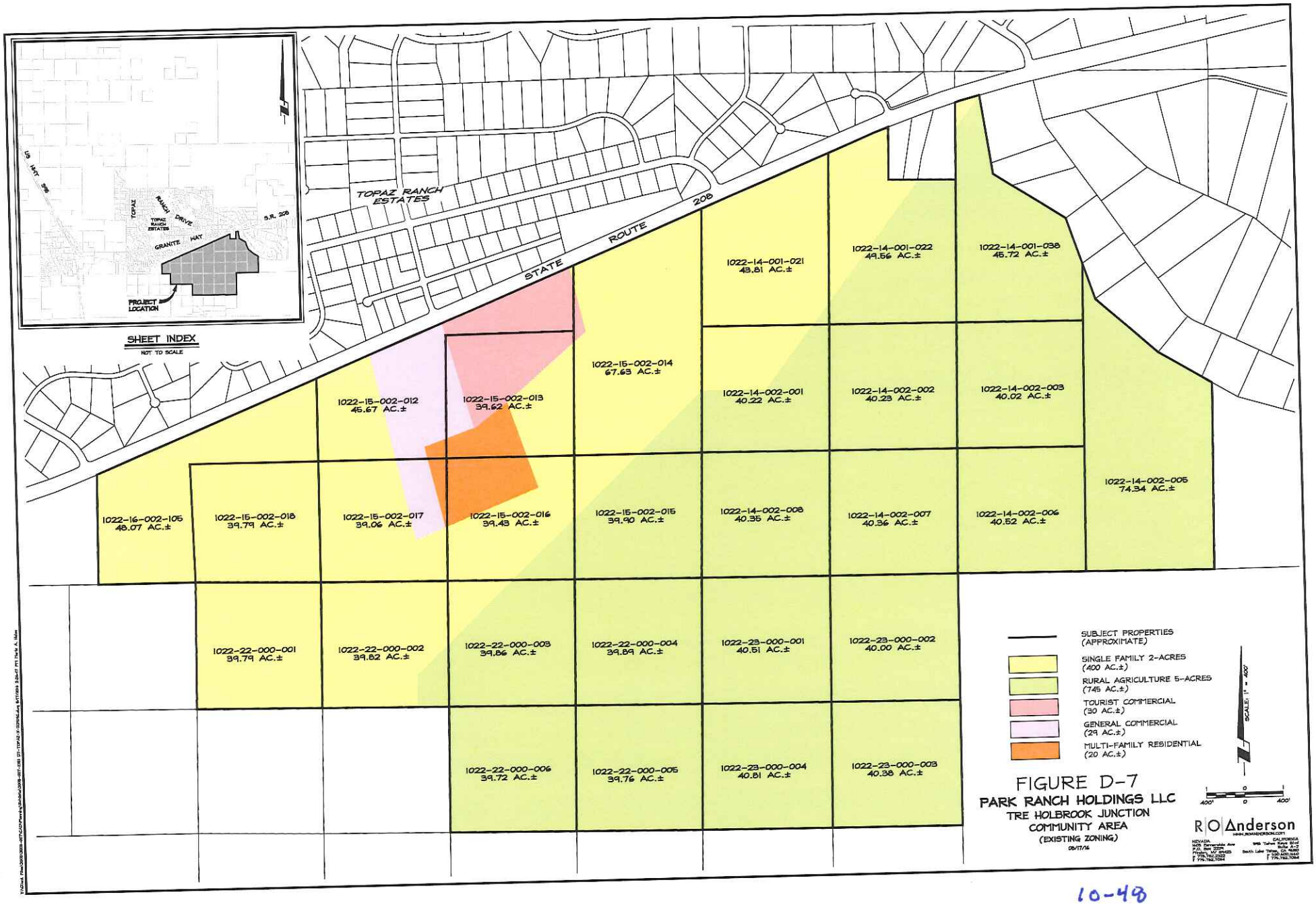


FIGURE D-7
PARK RANCH HOLDINGS LLC
TRE HOLBROOK JUNCTION COMMUNITY AREA
(EXISTING ZONING)
05/17/16

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10-48

SOLAEGUI
ENGINEERS

August 24, 2016

Mimi Moss
Douglas County Community Development
1594 Esmeralda Avenue
Minden, Nevada 89423

RE: Park Ranch Holdings LLC

Dear Mimi:

Per our client's request we are providing this traffic engineering information for the above mentioned project located in Douglas County, Nevada. The scope of work items analyzed in this letter are based on information R.O. Anderson Engineering staff coordinated with Douglas County staff. The project will ultimately include a total of 2,900 single family dwelling units and 40 acres of industrial land scheduled for buildout by 2061. This letter includes trip generation, distribution, and assignment calculations, capacity review of Muller Parkway, and ultimate discussion of Muller Parkway benefits. This letter is not a full traffic study but is an effort to document the benefits of the Muller Parkway construction offered by the project developer against the project traffic impacts. These items are discussed below.

In order to understand the magnitude of traffic impacts of the proposed project on Muller Parkway, trip generation, trip distribution, and trip assignment calculations were performed. Trip generation was first calculated based on trip generation rates obtained from the Ninth Edition of *ITE Trip Generation* (2012) for Land Uses 110: General Light Industrial and 210: Single Family Detached Housing. Trips generated by the project were calculated for an average weekday and for the peak hours occurring between 7:00 and 9:00 AM and 4:00 and 6:00 PM, which correspond to the peak hours of adjacent street traffic. Table 1 shows a summary of the average daily traffic (ADT) volumes and peak hour volumes generated by the project.

TABLE 1
TRIP GENERATION

		AM PEAK HOUR			PM PEAK HOUR		
LAND USE	ADT	IN	OUT	TOTAL	IN	OUT	TOTAL
Single Family Detached Housing (2,900 D.U.)	27,608	544	1,631	2,175	1,827	1,073	2,900
General Light Industrial (40 Acres)	2,072	249	51	300	64	226	290
TOTAL	29,680	793	1,682	2.475	1,891	1,299	3,190

The distribution of the average daily traffic volumes generated by the project was estimated based on existing and future traffic patterns and the locations of existing and future attractions and productions. The attached Figure 1 shows the trip distribution. The average daily traffic volumes (ADT), as shown in Table 1, were subsequently assigned to the street network based on the trip distribution shown on Figure 1. Figure 2 shows the anticipated trip assignment at project buildout.

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Civil & Traffic Engineers
e-mail: psolaegui@aol.com

It is our understanding that the project developer has offered to construct the initial two lanes of the on-site segments of Muller Parkway plus the connection to US-395 to the north and Toler Lane to the south. The on-site segments of Muller Parkway were subsequently reviewed for roadway capacity based on average daily traffic level of service thresholds obtained from the draft report of the *2016 Douglas County Transportation Plan*. Figure 4.1 of the transportation plan indicates that the functional classification of Muller Parkway is minor arterial. Table 4.5 of the transportation plan provides level of service threshold volumes for 4-lane minor arterials but not 2-lane minor arterials. It was therefore assumed that the level of service threshold volumes for 2-lane minor arterials would be half the 4-lane volumes. Table 2 shows the daily level of service thresholds for a 2-lane and 4-lane minor arterials.

TABLE 2
ROADWAY LEVEL OF SERVICE THRESHOLDS

ROADWAY TYPE	MAXIMUM ADT IN BOTH DIRECTIONS				
	LOS A	LOS B	LOS C	LOS D	LOS E
2-Lane Minor Arterial	7,500	9,000	10,500	12,500	14,000
4-Lane Minor Arterial	15,000	18,000	21,000	25,000	28,000

The *2016 Douglas County Transportation Plan* indicates that the policy level of service threshold on all Douglas County streets is LOS C or better. As shown ion Table 2, the LOS C threshold for a 4-lane minor arterial is 21,000 vehicles per day and therefore the LOS C threshold for a 2-lane minor arterial was assumed to be 10,500 vehicles per day. A summary of the level of service operation for the on-site segment of Muller Parkway is shown in Table 3. The level of service results are based on project buildout average daily traffic volumes shown on Figure 2.

TABLE 3
ROADWAY LEVEL OF SERVICE RESULTS

ROADWAY SEGMENT	ROADWAY TYPE	PROJECT BUILDOUT ONLY	
		ADT	LOS
Muller Parkway at North Project Boundary	2-Lane Minor Arterial 4-Lane Minor Arterial	10,388 10,388	C A
Muller Parkway at South Project Boundary	2-Lane Minor Arterial 4-Lane Minor Arterial	8,904 8,904	B A

As shown in Table 3, an initial 2-lane segment of Muller Parkway will operate at LOS C near the project's north boundary and LOS B near the project's south boundary based on buildout of the project. A 4-lane Muller Parkway section through the site will operate at LOS A for the project buildout traffic volumes.

Again, the developer is offering to construct the initial two lanes of Muller Parkway from its current terminus near US-395 (north) to Toler Lane on the south. The timing of the roadway construction will be set pursuant to a yet-to-be approved Development Agreement, but in advance of the recordation of the first final subdivision map within the project's boundaries. The project should be conditioned to provide full traffic studies with future development applications (e.g. Specific Plan, Planned Development or Tentative Subdivision Map) in order to more accurately establish the need for intersection capacity improvements.

The *2016 Douglas County Transportation Plan* indicates that the construction of Muller Lane from Monte Vista Avenue to Pinenut Road as a 4-lane roadway is a proposed mid-term transportation project scheduled for the 2016 to 2025 timeframe. Muller Parkway currently exists as a 4-lane roadway from US-395 (North) to ±850 east of Monte Vista Avenue, from US-395 (South) northerly to Pinenut Road, and from Toler Lane southerly to near Stodick Parkway. Muller Parkway exists as a 2-lane roadway from Pinenut Road northerly to Grant Avenue. Therefore, to meet the proposed mid-term (2016-2025) planned construction the proposed 2-lane segments through the Park project (current terminus near Monte Vista Avenue to Toler Lane) and from Grant Avenue to Pinenut Road will need to be widened to four lanes. Additional 4-lane segments of Muller Parkway that will need to be constructed include the segment from Stodick Parkway to Grant Avenue. Due to the fact that the buildout of the Park project will likely occur over a 60-year period, during which time frame the public will have access to and be able to use this portion of Muller Parkway (Monte Vista Avenue to Toler Lane), the project developer's offer to construct this segment represents a significant benefit to the public.

It should be noted that the above capacity analysis of Muller Parkway is based on traffic volumes generated by the project. When Muller Parkway is ultimately constructed as a 4-lane roadway, approximately 50% (±10,600 ADT) of excess capacity will be available on the northern segment and 58% (±12,100 ADT) will be available on the southern segment. This excess capacity is anticipated to easily serve future cut-through and diverted traffic from US-395 as well as traffic from other future growth. Truck traffic is also anticipated to use Muller Parkway. This excess capacity is a substantial public benefit.

We trust that this information will meet your requirements. Please call with any questions or concerns.

Sincerely,
SOLAEGUI ENGINEERS, LTD.

PROFESSIONAL ENGINEER
PAUL W. SOLAEGUI
CIVIL
No. 7183

Paul W. Solaegui, P.E.

8-24-16
EXP 6-30-18

Enclosures
Letters\Park Cattle Land

10-51

Trip Generation Summary - Alternative 1

Project: New Project
Alternative: Alternative 1

Open Date: 8/24/2016
Analysis Date: 8/24/2016

ITE	Land Use	Average Daily Trips			AM Peak Hour of Adjacent Street Traffic			PM Peak Hour of Adjacent Street Traffic		
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
210	SFHOUSE 1	13804	13804	27608	544	1631	2175	1827	1073	2900
	2900 Dwelling Units									
Unadjusted Volume		0	0	0	0	0	0	0	0	0
Internal Capture Trips		0	0	0	0	0	0	0	0	0
Pass-By Trips		0	0	0	0	0	0	0	0	0
Volume Added to Adjacent Streets		0	0	0	0	0	0	0	0	0

Total AM Peak Hour Internal Capture = 0 Percent

Total PM Peak Hour Internal Capture = 0 Percent

10-52

Source: Institute of Transportation Engineers, Trip Generation Manual 9th Edition, 2012

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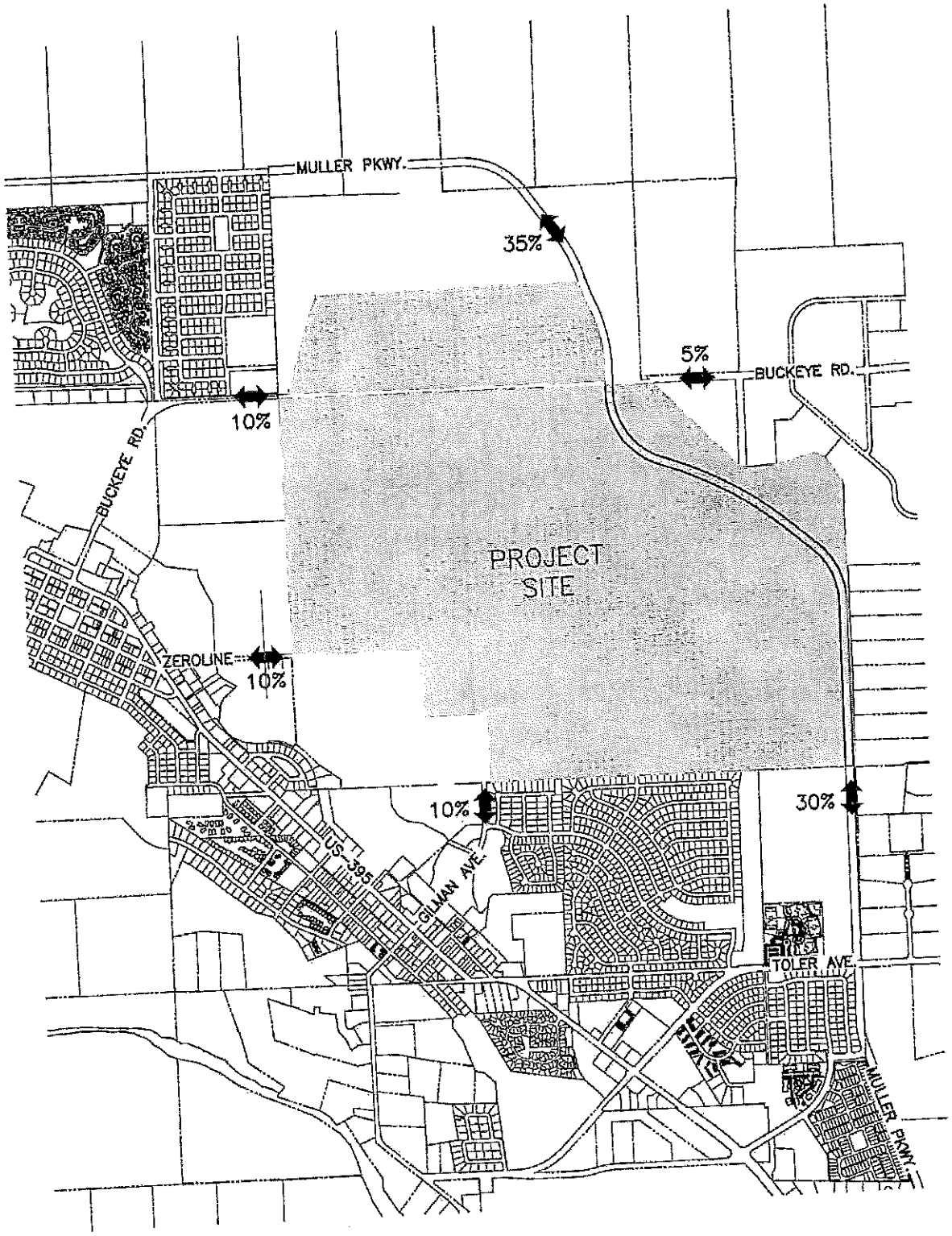
N.T.S.



PARK RANCH HOLDINGS LLC

TRIP DISTRIBUTION
FIGURE 1

10-53

Trip Generation Summary - Alternative 1

Project: New Project
Alternative: Alternative 1

Open Date: 8/24/2016
Analysis Date: 8/24/2016

ITE	Land Use	Average Daily Trips			AM Peak Hour of Adjacent Street Traffic			PM Peak Hour of Adjacent Street Traffic		
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
110	GINDUSTRIAL 1	1036	1036	2072	249	51	300	64	226	290
	40 Acres									
Unadjusted Volume		0	0	0	0	0	0	0	0	0
Internal Capture Trips		0	0	0	0	0	0	0	0	0
Pass-By Trips		0	0	0	0	0	0	0	0	0
Volume Added to Adjacent Streets		0	0	0	0	0	0	0	0	0

Total AM Peak Hour Internal Capture = 0 Percent

Total PM Peak Hour Internal Capture = 0 Percent

Source: Institute of Transportation Engineers, Trip Generation Manual 9th Edition, 2012

TRIP GENERATION 2014, TRAFFICWARE, LLC

10-54

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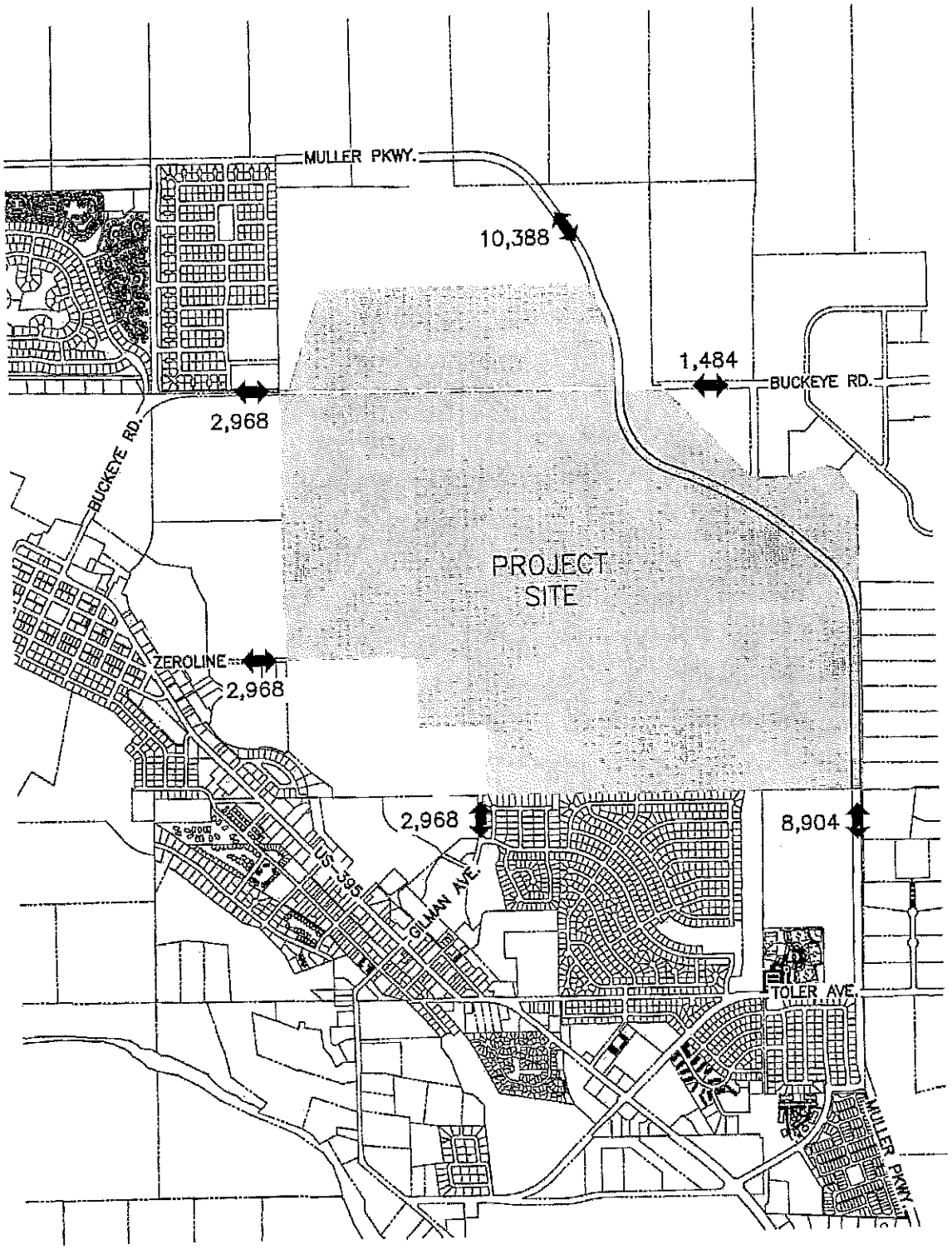
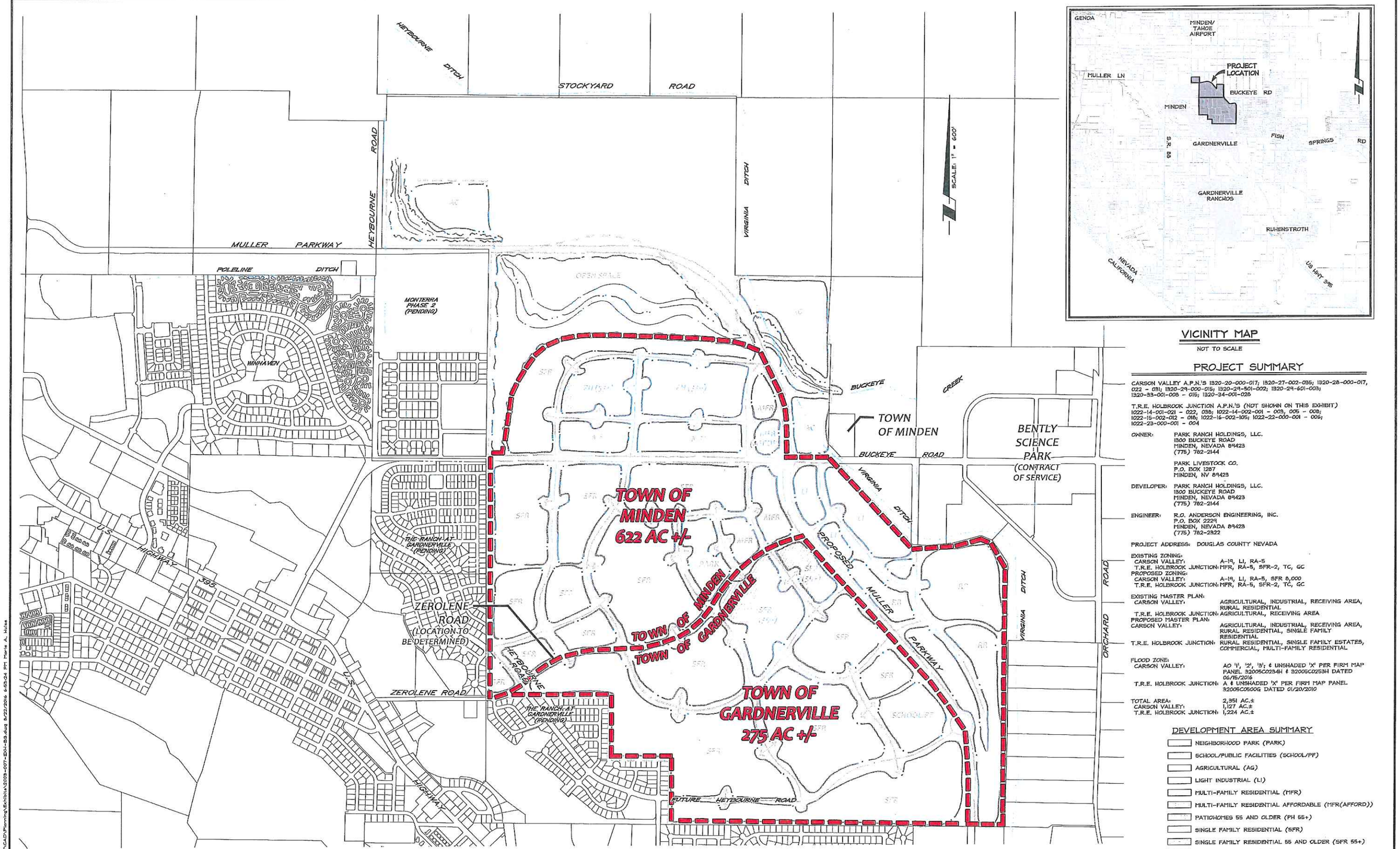
ENGINEERS LTD.

N.T.S.



PARK RANCH HOLDINGS LLC
TRIP ASSIGNMENT (ADT'S)
FIGURE 2

10-55



VICINITY MAP

NOT TO SCALE

PROJECT SUMMARY

CARSON VALLEY A.P.N.'S 1320-20-000-017; 1320-27-002-035; 1320-28-000-017, 022 - 031; 1320-29-000-015; 1320-21-501-002; 1320-24-601-003; 1320-33-001-008 - 015; 1320-34-001-025

T.R.E. HOLBROOK JUNCTION A.P.N.'S (NOT SHOWN ON THIS EXHIBIT) 1022-14-001-021 - 022, 038; 1022-14-002-001 - 003, 005 - 008; 1022-15-002-012 - 016; 1022-16-002-105; 1022-22-000-001 - 006; 1022-23-000-001 - 004

OWNER: PARK RANCH HOLDINGS, LLC.
1300 BUCKEYE ROAD
MINDEN, NEVADA 89423
(775) 782-2144

PARK LIVESTOCK CO.
P.O. BOX 1287
MINDEN, NV 89423

DEVELOPER: PARK RANCH HOLDINGS, LLC.
1300 BUCKEYE ROAD
MINDEN, NEVADA 89423
(775) 782-2144

ENGINEER: R.O. ANDERSON ENGINEERING, INC.
P.O. BOX 2229
MINDEN, NEVADA 89423
(775) 782-2322

PROJECT ADDRESS: DOUGLAS COUNTY NEVADA

EXISTING ZONING:
CARSON VALLEY: A-19, LI, RA-5
T.R.E. HOLBROOK JUNCTION: MFR, RA-5, SFR-2, TC, GC
PROPOSED ZONING:
CARSON VALLEY: A-19, LI, RA-5, SFR 8,000
T.R.E. HOLBROOK JUNCTION: MFR, RA-5, SFR-2, TC, GC

EXISTING MASTER PLAN:
CARSON VALLEY: AGRICULTURAL, INDUSTRIAL, RECEIVING AREA, RURAL RESIDENTIAL
T.R.E. HOLBROOK JUNCTION: AGRICULTURAL, RECEIVING AREA
PROPOSED MASTER PLAN:
CARSON VALLEY: AGRICULTURAL, INDUSTRIAL, RECEIVING AREA, RURAL RESIDENTIAL, SINGLE FAMILY RESIDENTIAL
T.R.E. HOLBROOK JUNCTION: RURAL RESIDENTIAL, SINGLE FAMILY ESTATES, COMMERCIAL, MULTI-FAMILY RESIDENTIAL

FLOOD ZONE:
CARSON VALLEY: AO '1', '2', '3'; & UNSHADED 'X' PER FIRM MAP PANEL 32005C0254H & 32005C0253H DATED 06/15/2016
T.R.E. HOLBROOK JUNCTION: A & UNSHADED 'X' PER FIRM MAP PANEL 32005C0500G DATED 01/20/2010

TOTAL AREA: 2,351 AC.±
CARSON VALLEY: 1,127 AC.±
T.R.E. HOLBROOK JUNCTION: 1,224 AC.±

DEVELOPMENT AREA SUMMARY

- NEIGHBORHOOD PARK (PARK)
- SCHOOL/PUBLIC FACILITIES (SCHOOL/PF)
- AGRICULTURAL (AG)
- LIGHT INDUSTRIAL (LI)
- MULTI-FAMILY RESIDENTIAL (MFR)
- MULTI-FAMILY RESIDENTIAL AFFORDABLE (MFR(AFFORD))
- PATIOHOMES 55 AND OLDER (PH 55+)
- SINGLE FAMILY RESIDENTIAL (SFR)
- SINGLE FAMILY RESIDENTIAL 55 AND OLDER (SFR 55+)
- RURAL RESIDENTIAL (RR)

NO.	DATE	REVISION BLOCK	BY

1 0 1 2
600 0 600 1200
SCALE: 1" = 600'

R O Anderson
WWW.ROANDERSON.COM
NEVADA
902 Esmeralda Ave
P.O. Box 2229
Minden, NV 89423
T 775.782.2322
F 775.782.7084
CALIFORNIA
549 Tahoe Keys Blvd
Suite C-3
South Lake Tahoe, CA 96150
T 530.600.1560
F 775.782.7084

PARK RANCH HOLDINGS LLC
CARSON VALLEY PROPERTIES

ANNEXATION REQUEST

DRAWN: MAH	JOB: 2003-007
ENGINEER: ROA	DRAWING: EXH-BS
SCALE: 1" = 600'	SHEET: 1
DATE: 08/22/16	OF: 1 SHEETS

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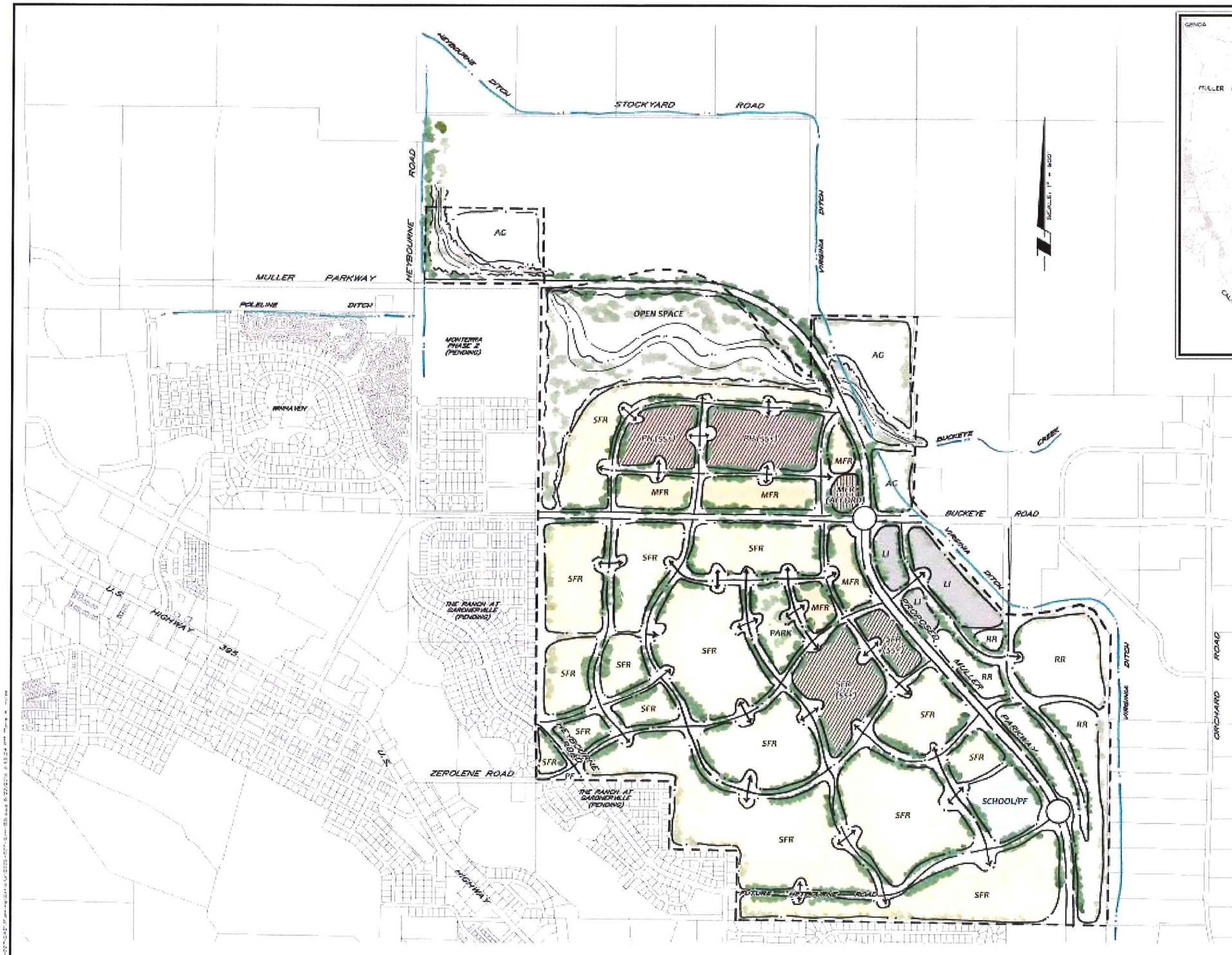
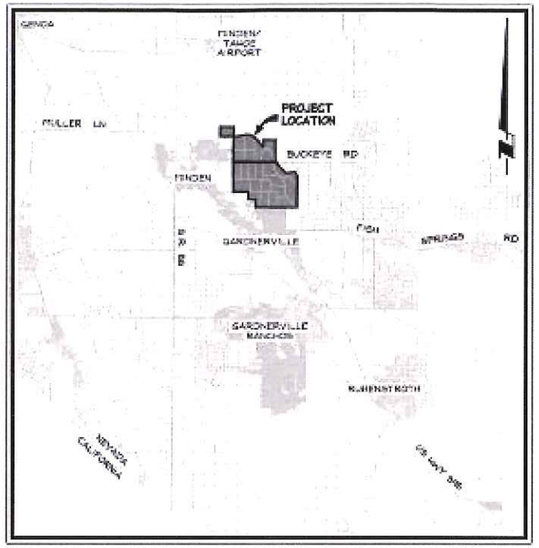
10-56





VICINITY MAP

NOT TO SCALE

PROJECT SUMMARY

CARSON VALLEY A.P.N.'S 1320-20-000-017, 1320-27-002-058, 1320-28-000-017, 022 - 018, 1320-29-000-016, 1320-29-601-002, 1320-29-601-003, 1320-33-001-008 - 015, 1320-34-001-028

T.R.E. HOLBROOK JUNCTION A.P.N.'S (NOT SHOWN ON THIS EXHIBIT)
1022-14-001-021 - 022, 038, 1022-14-002-001 - 003, 006 - 008, 1022-16-002-012 - 018, 1022-16-002-016, 1022-22-000-001 - 006, 1022-29-000-001 - 004

OWNER: PARK RANCH HOLDINGS, LLC.
1800 BUCKEYE ROAD
MINDEN, NEVADA 89423
(775) 782-2144

PARK LIVESTOCK CO.
P.O. BOX 1287
MINDEN, NV 89423

DEVELOPER: PARK RANCH HOLDINGS, LLC.
1800 BUCKEYE ROAD
MINDEN, NEVADA 89423
(775) 782-2144

ENGINEER: R.O. ANDERSON ENGINEERING, INC.
P.O. BOX 2229
MINDEN, NEVADA 89423
(775) 782-2322

PROJECT ADDRESS: DOUGLAS COUNTY NEVADA

EXISTING ZONING:
CARSON VALLEY: A-19, LI, RA-5
T.R.E. HOLBROOK JUNCTION: MFR, RA-5, SFR-2, TC, GC

PROPOSED ZONING:
CARSON VALLEY: A-19, LI, RA-5, SFR 6,000
T.R.E. HOLBROOK JUNCTION: MFR, RA-5, SFR-2, TC, GC

EXISTING MASTER PLAN
CARSON VALLEY: AGRICULTURAL, INDUSTRIAL, RECEIVING AREA, RURAL RESIDENTIAL
T.R.E. HOLBROOK JUNCTION: AGRICULTURAL, RECEIVING AREA

PROPOSED MASTER PLAN
CARSON VALLEY: AGRICULTURAL, INDUSTRIAL, RECEIVING AREA, RURAL RESIDENTIAL, SINGLE FAMILY RESIDENTIAL
T.R.E. HOLBROOK JUNCTION: RURAL RESIDENTIAL, SINGLE FAMILY ESTATES, COMMERCIAL, MULTI-FAMILY RESIDENTIAL

FLOOD ZONE:
CARSON VALLEY: AO '1', '2', '3', & UNSHADED 'X' PER FIRM MAP PANEL 32005C0234H & 32005C0235H DATED 06/16/2016
T.R.E. HOLBROOK JUNCTION: A & UNSHADED 'X' PER FIRM MAP PANEL 32005C0600G DATED 07/20/2010

TOTAL AREA: 2,588± AC.±
CARSON VALLEY: 1,364 AC.±
T.R.E. HOLBROOK JUNCTION: 1,224 AC.±

DEVELOPMENT AREA SUMMARY

- NEIGHBORHOOD PARK (PARK)
- SCHOOL/PUBLIC FACILITIES (SCHOOL/PF)
- AGRICULTURAL (AG)
- LIGHT INDUSTRIAL (LI)
- MULTI-FAMILY RESIDENTIAL (MFR)
- MULTI-FAMILY RESIDENTIAL AFFORDABLE (MFR(AFFORD))
- PATIOHOMES 55 AND OLDER (PH 55+)
- SINGLE FAMILY RESIDENTIAL (SFR)
- SINGLE FAMILY RESIDENTIAL 55 AND OLDER (SFR 55+)
- RURAL RESIDENTIAL (RR)

NO.	DATE	REVISION BLOCK	BY

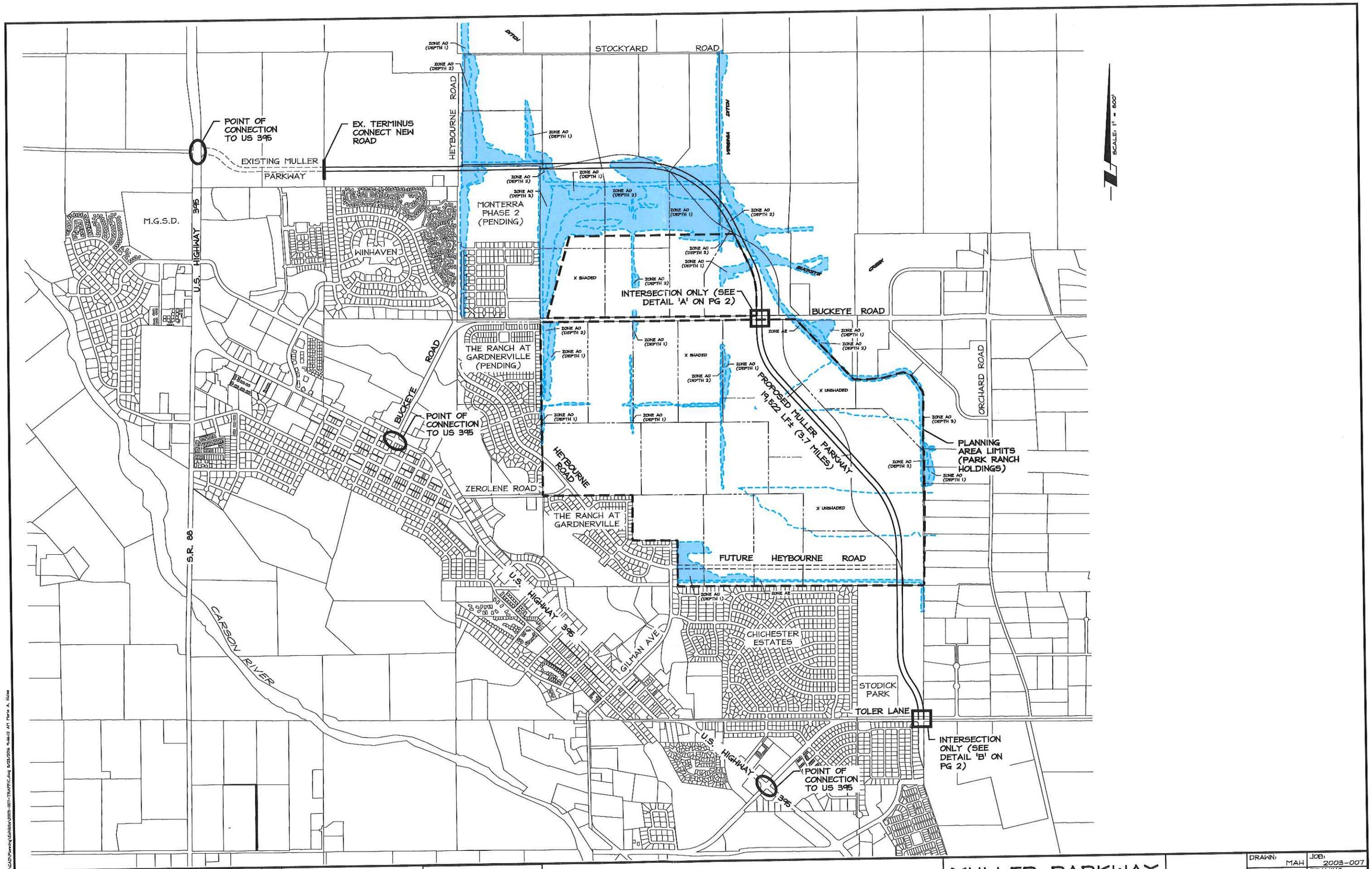
SCALE: 1" = 600'

R O Anderson

PARK RANCH HOLDINGS LLC
CARSON VALLEY PROPERTIES

CONCEPTUAL DEVELOPMENT PLAN

DRAWN: MAH	JOB: 2003-007
ENGINEER: ROA	DRAWING: EXH-BS
SCALE: 1" = 600'	SHEET: 1
DATE: 08/22/16	OF: 1 SHEETS



NO.	DATE	REVISION BLOCK	BY

SCALE: 1" = 800'

R|O|Anderson
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NEVADA
1603 Esmeralda Ave
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CALIFORNIA
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Suite A-2
South Lake Tahoe, CA 96150
p 530.600.1660
f 775.782.7064

PARK RANCH HOLDINGS LLC

MULLER PARKWAY IMPROVEMENTS

DRAWN: MAH	JOB: 2003-007
ENGINEER: ROA	DRAWING: TRAFFIC
SCALE: 1" = 800'	SHEET: 1
DATE: 08/12/16	OF: 2 SHEETS

10-58

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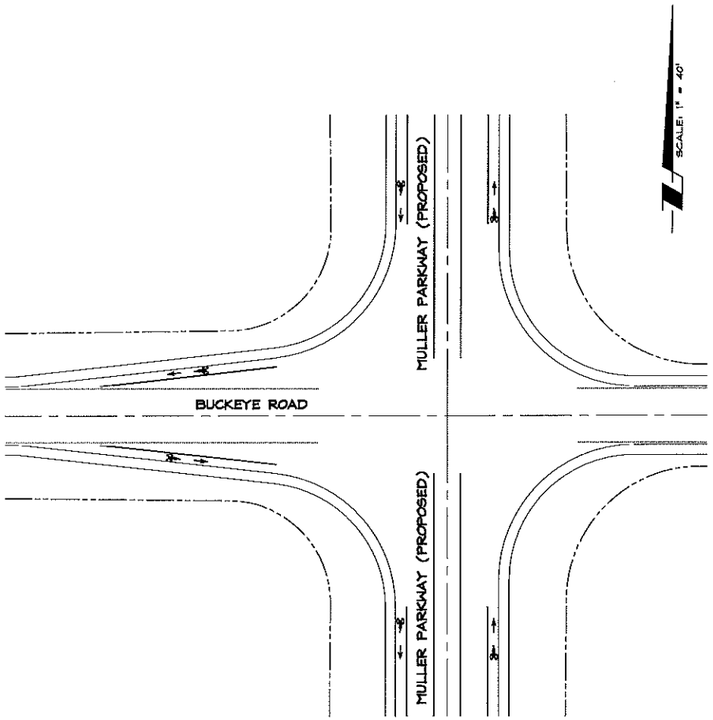

MULLER PARKWAY & BUCKEYE ROAD INTERSECTION 'A'

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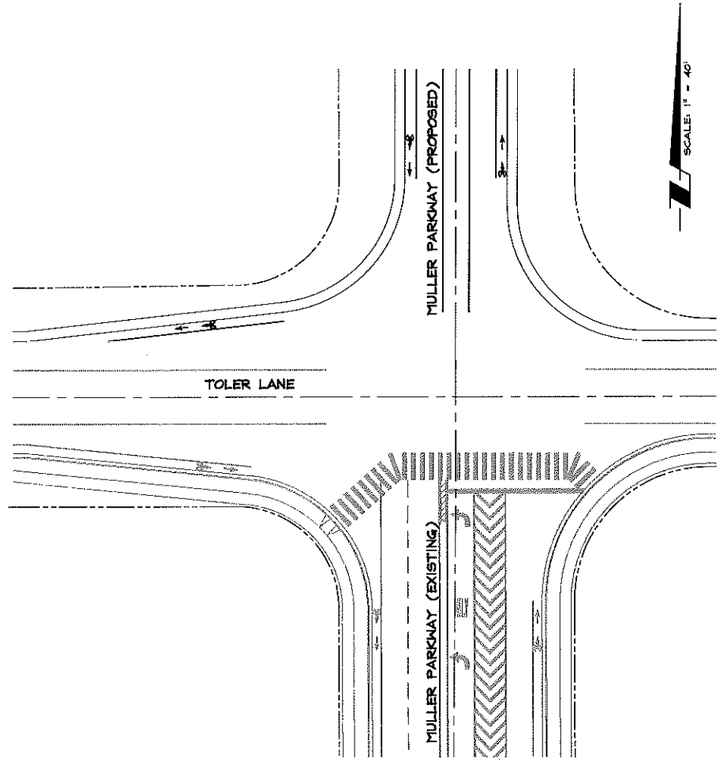

MULLER PARKWAY & TOLER LANE INTERSECTION 'B'

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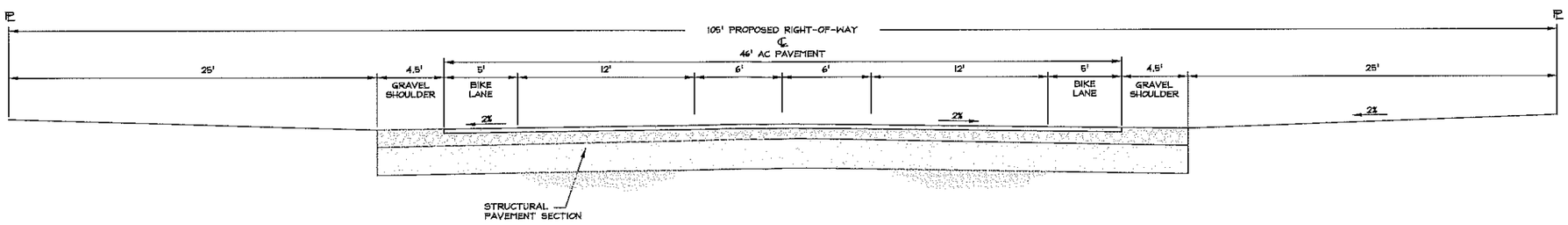

TYPICAL SECTION (MULLER PARKWAY)

SCALE: 1"=4'

NO.	DATE	REVISION BLOCK	BY

SCALE: 1" = 800'

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595 Tahoe Keys Blvd
Suite A-2
South Lake Tahoe, CA 96150
P 530.600.3660
F 775.782.7064

PARK RANCH HOLDINGS LLC

MULLER PARKWAY
IMPROVEMENTS

DRAWN: MAH	JOB: 2003-007
ENGINEER: ROA	DRAWING: TRAFFIC
SCALE: 1" = 800'	SHEET: 2
DATE: 08/12/16	OF: 2 SHEETS

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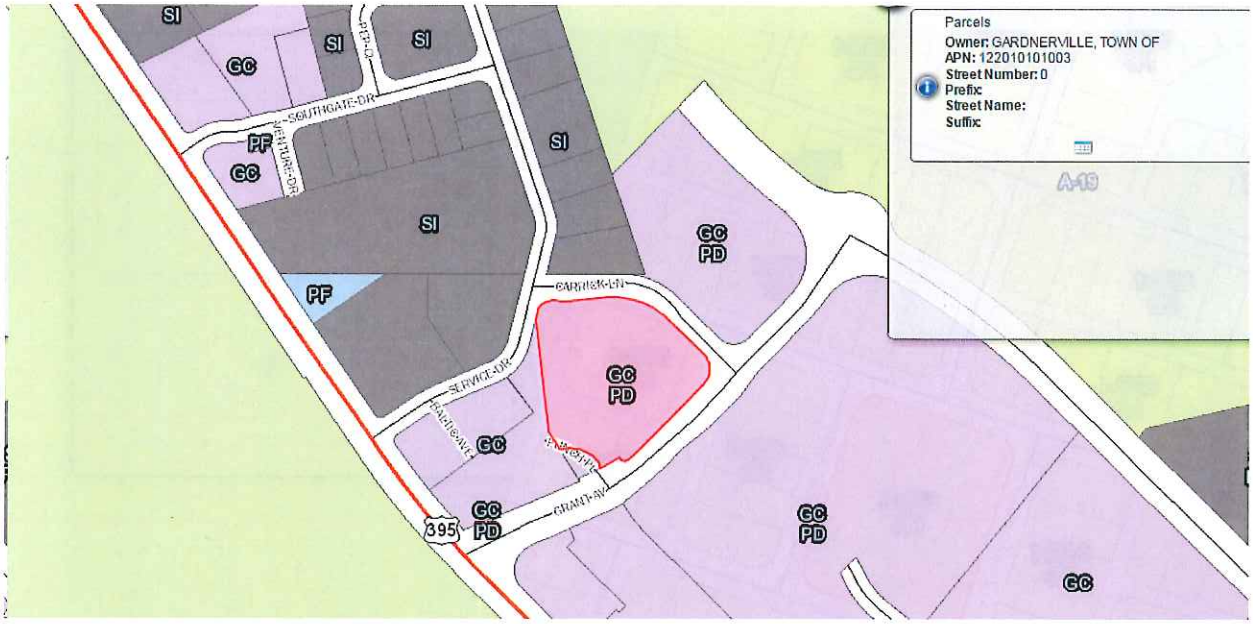
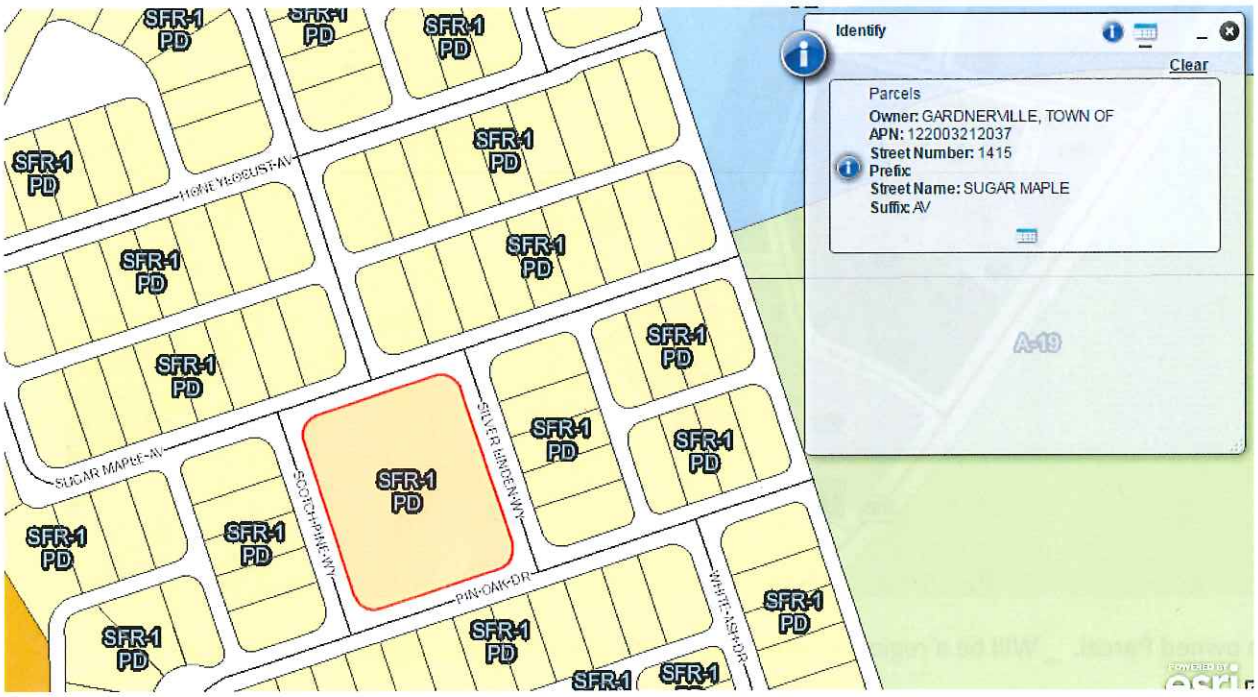


Town owned Parcel. _ Will be a regional Detention facility (Virginia Ranch Specific Plan area) forever.

Currently Zoned GC needs to be Public Facilities.

122003202003 - Town owned parcel: Regional Detention pond for Arbor Gardens New Beginnings and vacant lot south of the developed New Beginnings.

11-11



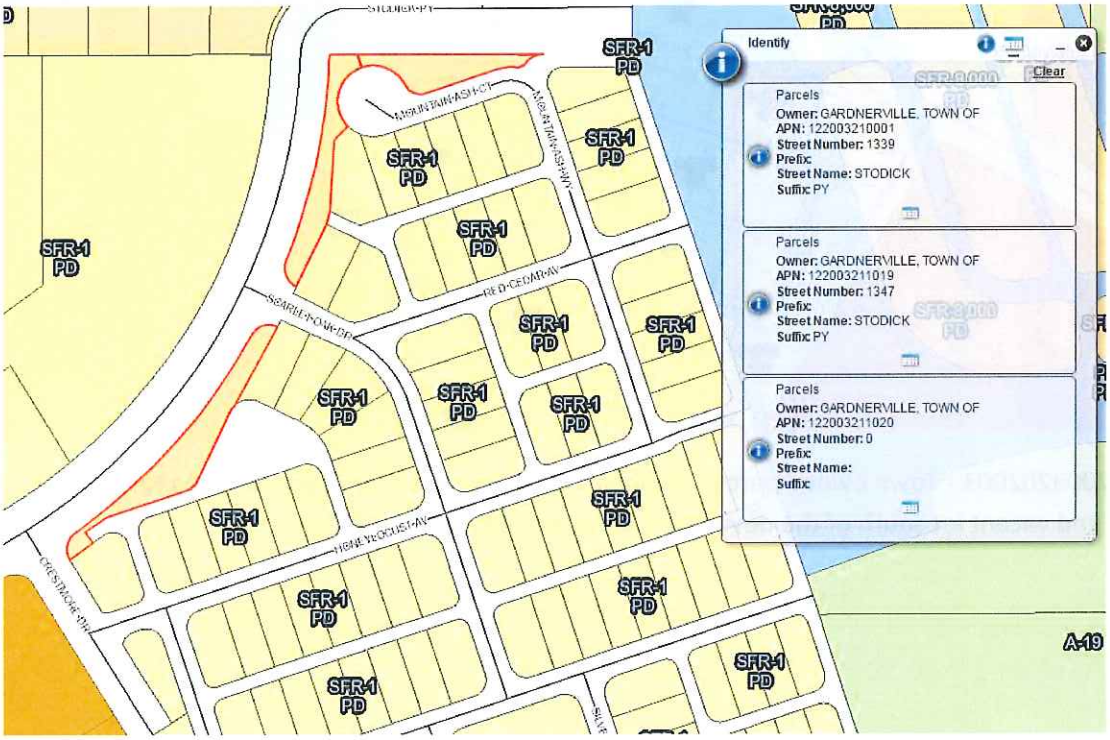
MFR PD to Public facilities.

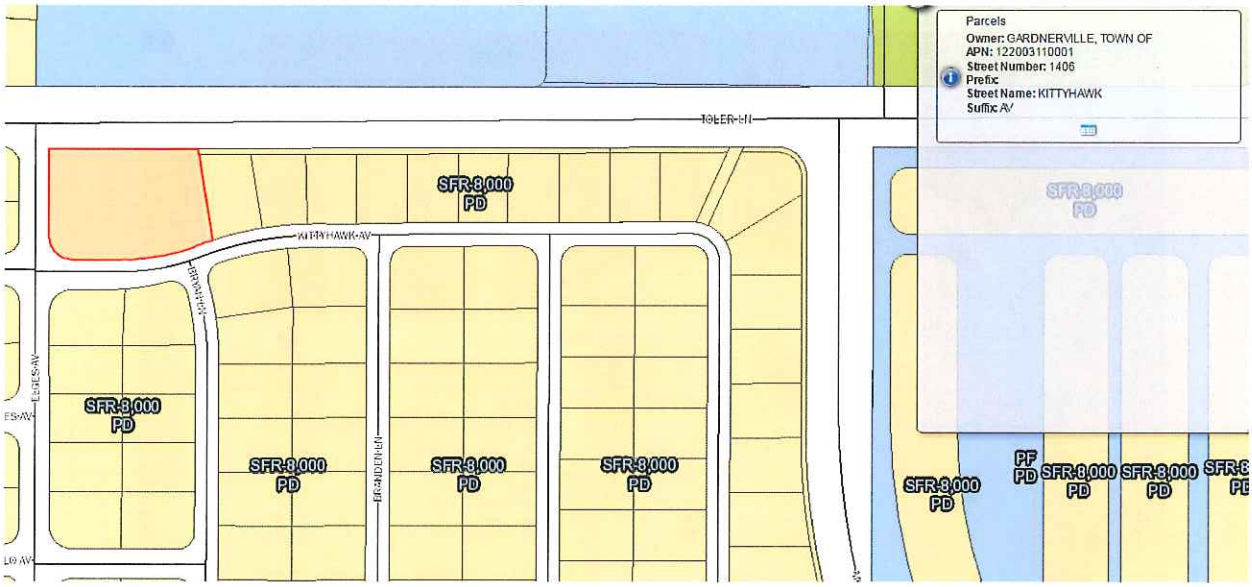
Should the homes in Arbor Gardens be re zoned to what they were developed. From SFR1 to 5000 SF lots?

122003212037 – Town owned and maintained Park

SFR-1 to Public Facilities.

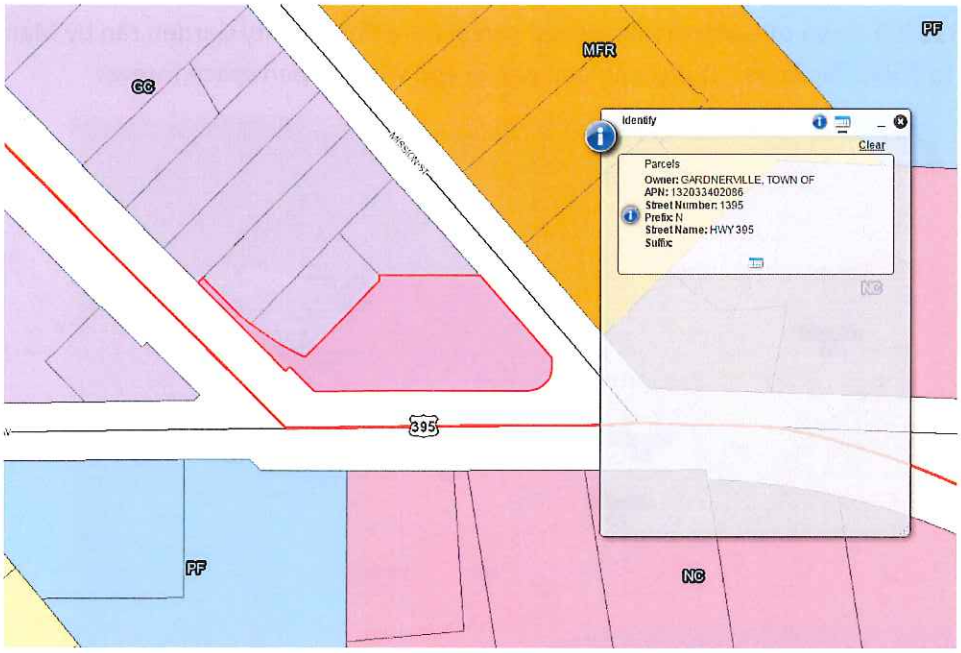
The arbor Lineal's. 12200321001,019,020 From SFR-1 to Public facilities.





Town owned Parcel – regional detention pond for Sodick Estates.

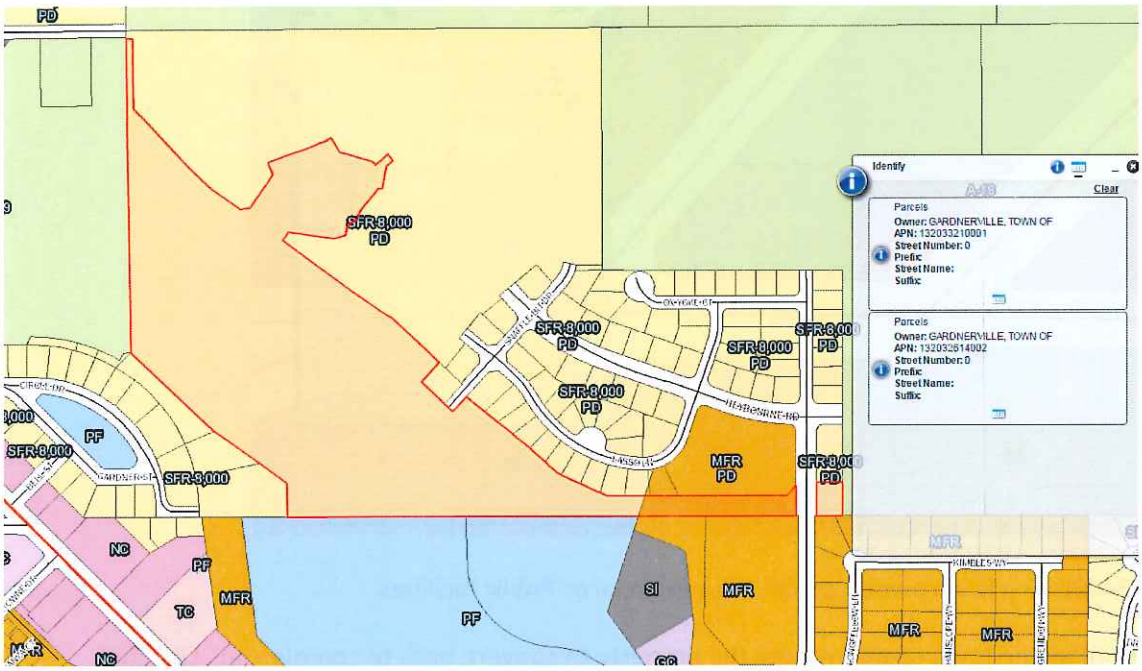
122003110001 – SFR-8,000 to Public facilities.



132033402086 – Town owned parcel – Commercial or Public facilities.

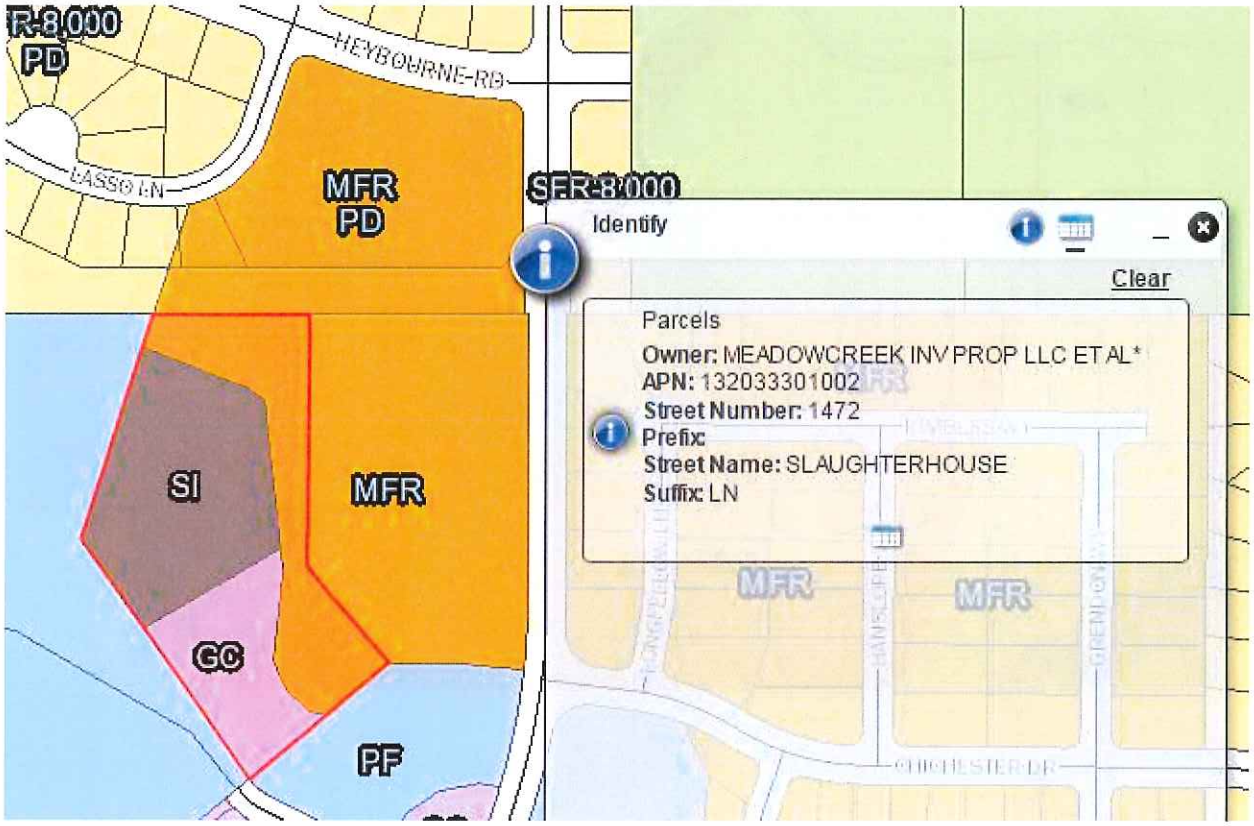
I do not think the town could ever sell the property to convert back to commercial. Like the current admin office. Which should remain in Commercial .

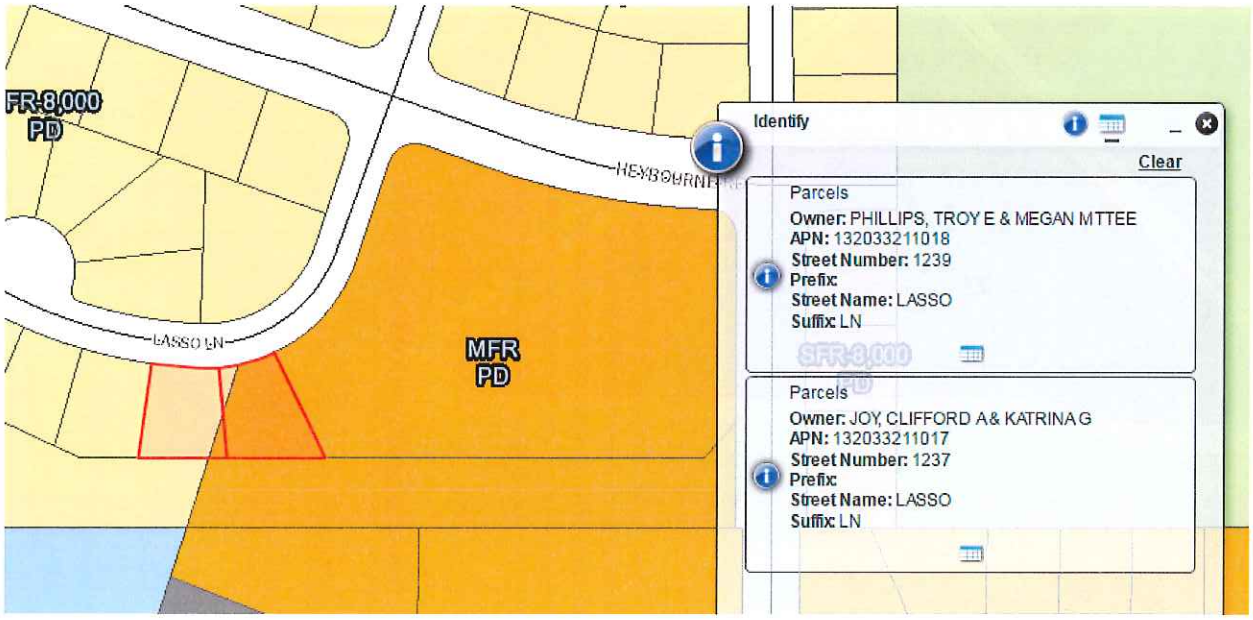
132033310005 Town of Gardnerville owned parcel for a Community Garden ran by Main Street Gardnerville GC to Public facilities. It is a wet land parcel and will be open space forever.



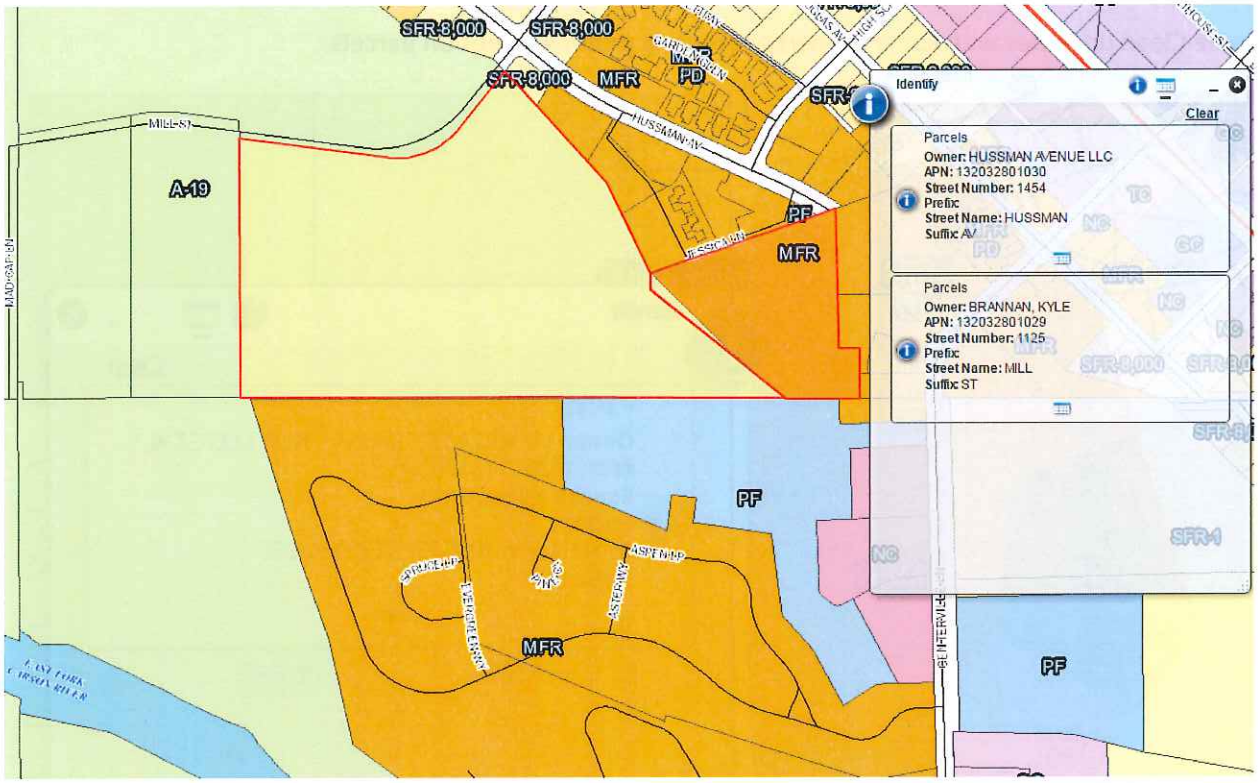
132033210001 and 132032614002 Town of Gardnerville dedicated property open space From SFR-8000 to Public facilities. Drainage along the Martin Slough

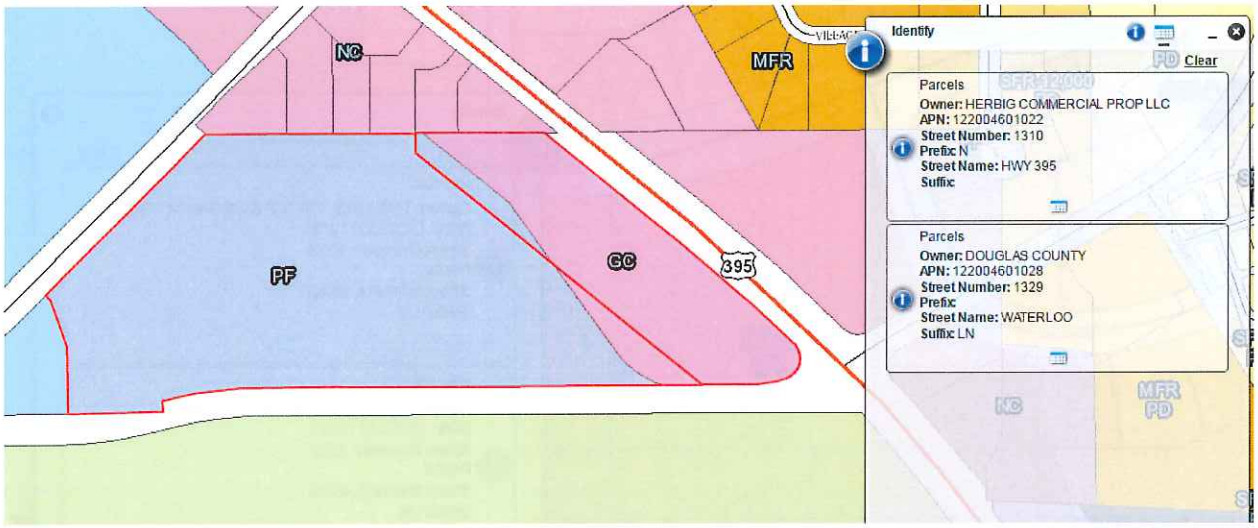
Some Clean up issues with some properties creating multiple zones on parcels.





where Zoning does not match the existing boundary;

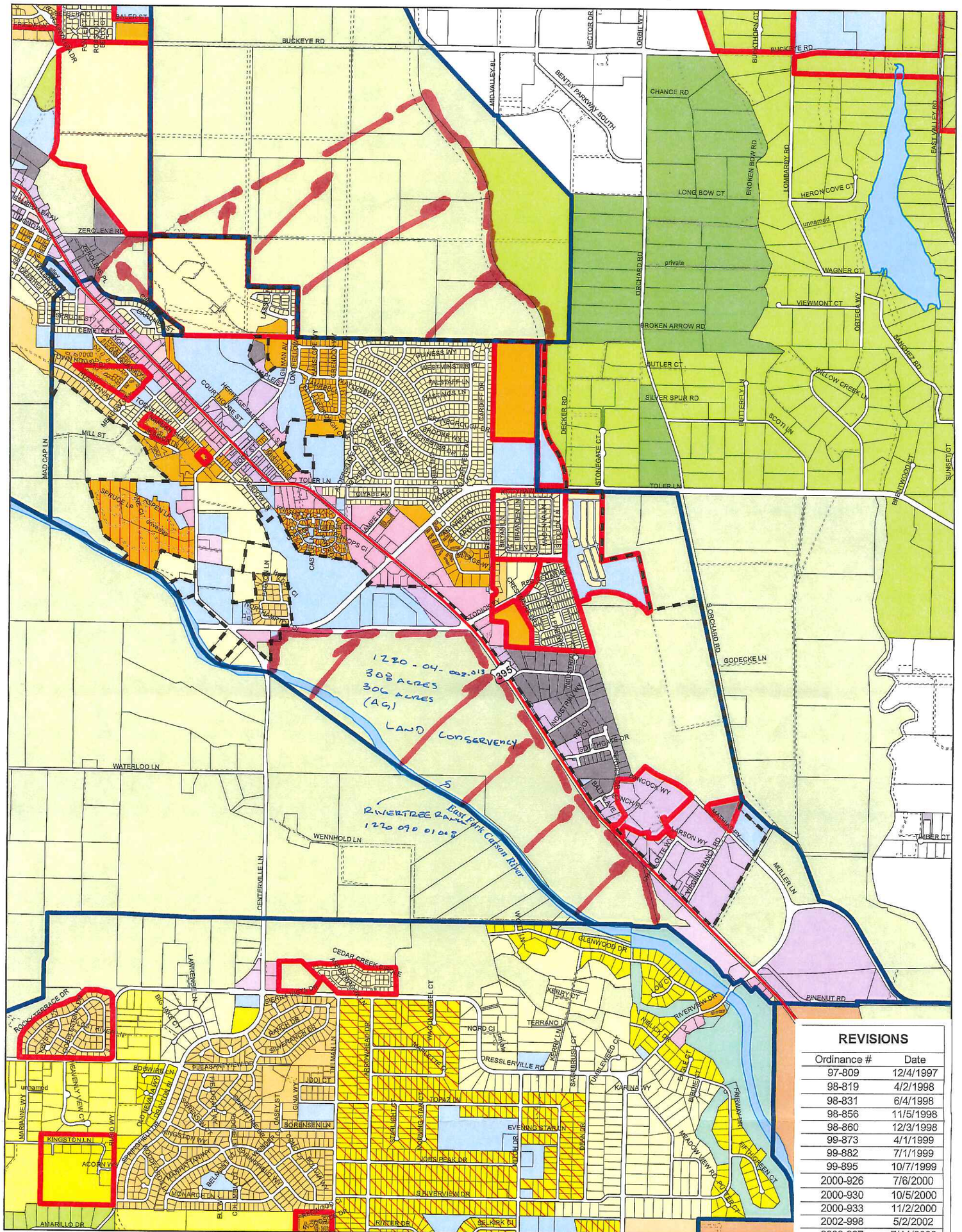




11-16

OFFICIAL ZONING MAP - DOUGLAS COUNTY, NV

TOWN OF GARDNERVILLE PLAN



REVISIONS

Ordinance #	Date
97-809	12/4/1997
98-819	4/2/1998
98-831	6/4/1998
98-856	11/5/1998
98-860	12/3/1998
99-873	4/1/1999
99-882	7/1/1999
99-895	10/7/1999
2000-926	7/6/2000
2000-930	10/5/2000
2000-933	11/2/2000
2002-998	5/2/2002
2002-997	7/11/2002
2002-1018	10/3/2002
2002-1017	10/3/2002
2002-1019	10/3/2002
2002-1021	11/7/2002
2002-1022	11/7/2002
2004-1064	2/5/2004
2004-1082	4/7/2005
2005-1130	6/2/2005
2007-1196	2/1/2007
2009-1285	5/7/2009
2010-1314	5/6/2010
2011-1336	5/5/2011

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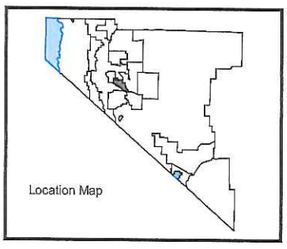

1 inch = 1,700 feet

Legend

- RA-5 - Rural Agriculture, 5 Acres
- RA-10 - Rural Agriculture, 10 Acres
- A-19 - Agriculture, 19 Acres
- FR-19 - Forest Range, 19 Acres
- FR-40 - Forest Range, 40 Acres
- SFR-1/2 - Single Family Residence, 1/2 Acre
- SFR-1 - Single Family Residence, 1 Acre
- SFR-2 - Single Family Residence, 2 Acres
- SFR-8,000 - Single Family Residence, 8,000 SF
- SFR-12,000 - Single Family Residence, 12,000 SF
- MFR - Multi-Family Residence 6.01-16 Dwelling Units/Acres
- OC - Office Commercial
- TC - Tourist Commercial
- GC - General Commercial
- MUC - Mixed Used Commercial
- NC - Neighborhood Commercial
- LI - Light Industrial
- GI - General Industrial
- SI - Service Industrial
- PR - Private Recreation
- Airport
- PF - Public Facility
- Washoe Tribe Land
- ROW - Right of Way
- Gaming Overlay
- Livestock Overlay
- Manufactured Housing Overlay
- Residential Office Overlay
- Community Areas
- Planned Developments
- Town Boundary

Transportation

- Federal Hwy
- State Hwy
- Collector Roads

The data contained herein has been compiled on a geographic information system for the use of Douglas County. The data does not represent survey delineation and should not be construed as a replacement for the authoritative source, plat maps, deeds, resurveys, etc. No liability is assumed by Douglas County as to the sufficiency or accuracy of the data.

11-12

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on the 2016 Master Plan update collective board comments to Chapter two reformatting the comments and updating the information to the Minden Gardnerville Community Plan, adding a section for Gardnerville specific goals; with public comment prior to Board action.**

2. **Recommended Motion: Approve the comments and direct staff to submit them to the county consultant for consideration for the comments in Chapter 2 Minden Gardnerville community plan portion of the 2016 Master Plan update.**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016 Time Requested: 15 minutes**

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: Staff has discussed this update with the town board during public meetings and at the board training workshop. Comments were received, worked into the information provided in this packet and staff reformed the chapter accordingly. Please make your suggestions to any additional information you think we need to include in the master plan and or formatting of the section.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Gardnerville Community Plan

Location and General Description

In 1879, Lawrence Gilman purchased the Kent House, which was located just south of Genoa which was supposedly haunted by a stagecoach-robbing ghost. After acquiring a seven-acre tract of land from homesteader John M. Gardner, Lawrence Gilman moved the house to the new site.

The Kent House became the Gardnerville Hotel - and the town of Gardnerville, named for Gardner, was born. Although the old hotel is no longer standing, the spirit lives on; we don't know about the ghost.

Because of Gardnerville's location along the route to the Esmeralda Mining District and Bodie (where a major gold strike in 1878 heralded a mining boom), Gardnerville soon came to serve as a feed stop for the 24-horse freight teams traveling between Carson City and the mining camps.

For the first five years of its existence, the new settlement of Gardnerville changed little. By 1885, the fledgling town had begun to grow along with the farming industry in the valley.

The town prospered as more hotels, shops and saloons opened their doors along Main Street. By 1899 Gardnerville had become a center of commerce in the Carson Valley as well as a hub of community activity.

Danish settlers figured prominently in the new town's development. Just as many Mormon settlers of British origin called Genoa home after 1851 and German pioneers had a strong presence in the early years of nearby Minden, Gardnerville became the center for Danish immigrants who had arrived in 1870.

Beginning in 1898, the Spanish and French Basques played an important role in the town's history as sheepherders and later as inn and restaurant owners. In 1918, several Basques opened inns in Gardnerville that flourished during Prohibition. Basque dining in Gardnerville remains a culinary attraction.

.

Location and General Description

The Town of Gardnerville has many challenges in terms of geography, population, density, and development. Gardnerville is rich in history containing many structures and sites of historic value. Gardnerville was founded in 1879. The community enjoys the scenic vista of the Carson Range of the Sierra Nevada Mountains on the west and the Pinenut Mountains to the east. The community is surrounded by irrigated agricultural lands adding to the scenic beauty and quality of life for local residents and visitors alike.

The Gardnerville Community Plan totals 1,500 acres, only 4 percent of the Carson Valley. However, Gardnerville along with Minden is the most urbanized area of the Carson Valley. The community is fairly flat with 1-2 percent slopes throughout.

The Gardnerville area contains potential wetlands both north and south of the community in the areas of the Martin and Cottonwood Sloughs. The community is located adjacent to the Carson River floodplains, and subjected to potential floods from the Pinenut Wash during large rain events centered in the Pinenuts mountain range and is prone to flash flooding. According to FEMA, there are two principal areas of the community subject to flooding. The southern area along the Carson River is subject to spillage from the river in a 100-year event. This also has the effect of spilling north, into the Cottonwood and Martin Sloughs according to FEMA.

The 2016 population of Gardnerville is 5,751 people.

Existing and Future Land Use

There are a wide variety of land uses in the Gardnerville community. Of the land developed as residential, 63 percent is developed with lots between 5,400 square feet and 12,000 square feet; and 14 percent of the residential land is developed at a higher density, 8 to 15 dwelling units per acre. On average, this community provides a residential density of 5 units per acre.

Lodging and recreational uses total approximately 67 acres. About 40 acres of this is local park land. There is one casino in Gardnerville, Sharkey's. Public services located in Gardnerville are the Carson Valley Community and Senior Center, Carson Valley Museum and Cultural Center, Carson Valley Visitor's Authority, Carson Valley Chamber of Commerce, Town offices, State offices, Park and Recreation Department Administrative offices, Gardnerville Elementary School, and Extension Service Office.

Commercial uses in Gardnerville total about 182 acres of land and 97 acres neighborhood commercial are located primarily in the historic "core areas" of the town and adjacent to Highway 395, and large areas are available further south along Highway 395. It is crucial to the community to keep the commercial area adjacent to Highway 395 while the community searches for areas to expand.

Industrial uses include utilities and both light industrial and medium industrial uses. These industrial areas should expand as house units area developed to provide services to the additional residents. These land uses total approximately 5% (60 acres). Undeveloped land in the Minden-Gardnerville community consists mostly of lands which are irrigated agricultural lands designated as receiving areas and parcels available for infill projects.

Agricultural lands in the Gardnerville Community Plan account for 16% (198.5 ac) percent of the total land area. Buffering of agricultural lands should be included in future development plans.

Receiving Area uses are designated in the Community Plan. The areas are northeast of Gardnerville. The development of these areas will be dependent upon the preparation and adoption of comprehensive specific plans for the areas which specify densities and uses and mitigates planning and environmental issues. The specific plan must be adopted prior to establishing these areas for actual development and rights must be acquired to support the planned densities. The towns want to promote walkability and bikability with new

developments ensuring that not everyone needs to utilize a vehicle to get around in our community.

The receiving areas should be developed as distinct neighborhoods compatible and complimentary to surrounding neighborhoods. A variety of residential densities should be utilized with the predominant land use being single family. Multi-family uses, except Mixed-use Commercial districts, where appropriate, should be limited to small enclaves spread throughout the community rather than concentrating this use. Housing for seniors and affordable housing should be included within the overall housing mix.

Community support uses should be provided for operational needs within the County and Towns, providing facilities for; parks, schools, emergency responders and church sites. Natural drainage features should be incorporated into the neighborhood designs to enhance and utilize open space elements which create linear parks and pedestrian pathways to connect the towns and to elements within the existing Towns.

Map 2.12 depicts the future land uses for the Town of Gardnerville.

Gardnerville Community Area Key Issues

Care should be given to preserve the distinctive historic and architectural characteristics of the towns as well as their "small town atmosphere." Strict adherence to design review standards and the towns "Plan for Prosperity" and design guidelines will be important for any new development or redevelopment, especially in the downtown areas or the commercial corridor.

Major Commercial Development in Downtown Gardnerville

Compact commercial development and revitalization of downtown areas can be aided by intensifying commercial development in the downtown areas and limiting strip development in the expanding areas. Mixed commercial and residential uses, incorporating higher residential densities closer to the downtown core, are encouraged in the downtowns to add vitality to the areas and reduce automobile congestion and emissions.

Gardnerville Main Street Program

Douglas County and town should support the efforts of the Gardnerville Main Street Program, which has been established to revitalize historic downtown Gardnerville utilizing design, organization, promotion and economic restructuring to develop the unique identity and preserve the historic nature of the community.

Open Space

Because Gardnerville area is predominately urban and relatively built out to the north and specific plans approved for construction to the east, open space is particularly important for this community for the healthy lifestyle of pedestrian path linking schools and downtown to subdivision providing an opportunity to walk or bike insead of drive to a location to shop, dine or enjoy the outdoors. The Martin Slough and the Cottonwood Slough should be considered key areas that could provide open space or a greenbelt with pedestrian and biking trails for the urbanized community, and should be linked to new neighborhoods that are developed. .

Transportation Network and Roadways

The combination of intense land uses and the fact that U.S. Highway 395 bisects the community contribute to traffic congestion. Residents and local government officials have expressed an interest in an alternative "by-pass"road that could relieve traffic problems in the heart of the community. The Muller Parkway is planned to provide alternative service for U.S. Highway 395. In addition, the extension of Waterloo Lane connecting State Route 756 to the Muller Lane Parkway is provided. Safer street crossings need to be considered when additional development is proposed changes the intersection usage and historical patterns.

Housing

Residents have expressed a desire for a variety of housing types in their community, including without limitation smaller lot sizes, including single-family traditional development, and mixed-use commercial, both of which promote density and vitality in the historic district. Care should be taken to ensure balanced housing options and availability to the community including the senior housing and multi family housing and smaller entry level homes that families who work within the county can afford.

Urban Level of Service

Urban service levels are appropriate and urban standards should be maintained throughout the community. Streets should be constructed and maintained to urban standards. Community water and wastewater systems, and solid waste collection are required within the Gardnerville community plan.

Gardnerville (TOG) Community Plan Goals, Policies, and Actions

TOG Goal 1: To preserve and enhance land uses that support the character of traditional Gardnerville and the community's quality of life objectives, while preserving the existing historic Small Town character of Gardnerville community

TOG Policy 1.1 The County shall use its Master Plan Valley Vision, and Plan for Prosperity to development regulations to maintain and enhance the existing character of the Gardnerville community preserving historic resources, and enhance cultural and economic value to this community

with traditional scale and rural setting as a reference and context for new development.

TOG Policy 1.2 The County shall support the expansion of commercial development, and plan for a wide variety of housing types and densities, including single-family traditional, multi-family residential, senior living arrangements, and mixed-use commercial, in a manner that is compatible with the Towns' existing character, and keeping the main commercial corridor centered around Main Street (Hwy 395)

TOG Policy 1.3 The County shall work with the Town of Gardnerville to review and refine architectural and urban design standards for new development and revitalization projects, that will protect the commercial core and prepare for the growing need for a parking district.

TOG Policy 1.4 The County shall encourage all new development within the town to complement and enhance the distinctive historic character while promoting the revitalization of the downtown.

TOG Policy 1.5 Douglas County shall work with the town to prepare updated Plan for Prosperity and Design Guidelines for the Town, to ensure that all new development is compatible with the traditional development style and existing "small town" atmosphere of the Minden-Gardnerville community.

TOG Policy 1.6 The town and county shall encourage the preservation of open space, wetland areas, and connecting to regional drainage facilities which assist in providing buffers from development while preserving the views of the Sierra Mountains to the west and Pinenut mountains to the east.

TOG Policy 1.7 Douglas County shall, in conjunction with the Town, evaluate the possibility of designating area(s) in the Town as historic districts and following such evaluation; by ordinance designate such districts, where appropriate.

TOG Policy 1.8 Growth areas shall be planned with distinct neighborhoods in mind and connecting pedestrians to organically expanding neighborhoods rather than building walled and isolated residential subdivision enclaves. Neighborhoods shall contain a mix of residential units and, where appropriate Mixed-use and Commercial zoning, taking caution to not detract from the downtown core.

TOG Policy 1.9 Multi-family residential projects proposed within or adjacent to existing single-family residential neighborhoods shall be designed in a manner which creates a compatible living environment in terms of building height, bulk, and site design. An over-concentration of multi-family projects within existing neighborhoods shall be discouraged. The projects sites shall be sited and designed to act as a buffer between commercial and higher density single-family residential land uses.

11-6

TOG Policy 1.10 Multi-family residential projects shall be located within the urban service and receiving areas of Gardnerville and within a reasonable proximity to major roadways, commercial centers, emergency services, schools, pedestrian trails, and other urban services, and should not be located directly on Highway 395 or Main Street.

TOG Policy 1.11 Douglas County should work with the Town to develop code provisions that addresses the appropriate location, size, and design of "big box" retail stores.

TOG Goal 2 To focus and promote compatible, high quality commercial and industrial development within the Town Gardnerville.

TOG Policy 2.1 Douglas County shall support the location of commercial uses in the Town of Gardnerville, in areas planned for commercial use, while protecting the commercial Downtown core which should become and remain the principal specialty-shopping destination in the Carson Valley.

TOG Policy 2.2 The Town's and Douglas County shall incubate and attract light industrial, medical research and tech employers, working diligently with fiber utilities to connect to high speed internet and expand that network as proposed development is presented.

TOG Policy 2.3 Douglas County shall use its zoning, project review process, and design guidelines for the County, Valley Vision and the Town plan for prosperity to promote development, including Mixed-use Commercial zoning, where appropriate, that will enhance property values and the aesthetics of the Town and community. Ensure plans for mixed-use developments are realistic. Initial projects would benefit from a horizontal mix of uses that are connected through carefully coordinated site planning, where uses come together around streets and open spaces.

TOG Policy 2.4 Except where Mixed-use Commercial zoning is otherwise encouraged by this Master Plan, the County shall limit, subject to the recommendation of the Town, the conversion of residences to commercial uses outside areas planned for commercial development in order to preserve the integrity of the neighborhoods and focus commercial development in downtown Gardnerville.

TOG Goal 3 To ensure the timely provision of community facilities, services, and infrastructure at appropriate levels for the Gardnerville Community.

TOG Policy 3.1 Douglas County shall plan and provide public facilities and services to the urban areas of the Gardnerville community at established urban levels of service as stated in code, and plan for improvements or modification to those substandard service levels to accommodate future development.

TOG Policy 3.2 The County, Town, School District, East Fork Fire District and shall develop community facilities that enhance the quality of life and support existing and future residential needs.

TOG Policy 3.3 Douglas County shall require that all streets in new development be constructed to urban standards. New investment should reduce the number of pedestrian and auto conflicts

TOG Policy 3.4 The County shall work with the Town to ensure adequate provision of park sites to meet the needs of the growing urban community ensuring they are consistent with the County's park standards established in the Parks and Recreation Element.

TOG Policy 3.5 Douglas County shall require the timely and orderly provision of water and wastewater systems to serve new urban development in Gardnerville.

TOG Policy 3.6 Douglas County shall pursue the development of Muller Parkway with limited access in the 20-year time frame of the Plan based on the traffic model.

TOG Policy 3.7 Douglas County shall coordinate with the State to ensure that any modifications to U.S. Highway 395 through Gardnerville are compatible with the existing character of the towns and to not decrease the safety or desirability of walking in the towns' commercial centers. The State Department of Transportation's U.S. Hwy 395 Landscape and Aesthetics Master Plan shall be used as an implementation tool

TOG Policy 3.8 Douglas County shall work with the Town to plan and develop off-street parking and parking districts.

TOG Policy 3.9 Douglas County shall require the paving of all driveways, parking areas, loading areas, and other high activity areas in new or remodeled non-residential developments in this Community.

TOG Goal 4 To minimize the risks to the residents of the Gardnerville community from natural hazards.

TOG Policy 4.1 The County shall continue to work with the Town of Gardnerville Water Company to monitor the quality and quantity of groundwater in the Minden-Gardnerville community and to identify and mitigate negative impacts of human activities on groundwater quality and quantity.

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TOG Policy 4.2 Douglas County will work with the Gardnerville Water Company to expand water systems to serve the needs of the community and the entire Carson Valley region.

TOG Policy 4.3 Douglas County shall evaluate the need for additional policies regarding flood plain and floodway management and perpetuating the flood

waters through proposed developments and partnering with the town and developers on mitigating flooding conveyance.

TOG policy 4.4 Douglas County shall evaluate the code provision for emergency access to collector and arterial roads that could be closed during a flood event.

Town of Gardnerville Gardnerville Goals, Policies and Implementation strategies

TOG Strategy 1 Revitalize Old Town Gardnerville as a mixed-use community center connecting and serving residents and visitors

TOG Policy 1.1 Douglas County should support **the Gardnerville Main Street Program**, which has revitalized historic downtown Gardnerville utilizing design, organization, promotion and economic restructuring committees ran by passionate volunteers to develop the unique identity of the downtown core, while striving to preserve the historic nature of the downtown, providing opportunity for business to be successful and promoting local businesses by providing opportunities for residents and visitors to explore downtown.

TOG Policy 1.2 Old Town should include a variety of civic, commercial, and residential uses that support the creation of a lively Carson Valley destination and a central place for Gardnerville.

TOG Policy 1.3 Public and private investment in Old Town should enhance pedestrian access, calm and slow traffic, and provide convenient parking.

TOG Policy 1.4 New development should reflect the pedestrian scale, orientation and character of Gardnerville's traditional commercial, residential, and mixed-use buildings

TOG Strategy 2 Create a new 'S' Curve

TOG Policy 2.1 Redevelop the 'S' Curve as a mixed-use extension and entry for Old Town with visitor, commercial, and residential uses.

TOG Policy 2.2 New investment should resolve the roadway safety of the curve and enhance pedestrian connections to adjacent neighborhoods and Old Town.

TOG Policy 2.3 New development should incorporate historic buildings, hide parking, and make an esthetic thematic connection to Old Town.

TOG Strategy 3 Enhance Community-Serving Commercial Center- 'Commercial Quad'

TOG Policy 3.1 New commercial uses located in the Commercial Quad area should enhance its role as a sub-regional and community-serving address.

TOG Policy 3.2 The development of projects in the Commercial Quad area should have easy access for automobiles and have a safe pedestrian connection between parcels and adjacent areas.

TOG Policy 3.3 New development in the Commercial Quad area should contribute to the overall character of the district as a convenient and comfortable shopping experience.

TOG Strategy 4 Provide Commercial / Service Industrial Service uses in 'South-Central Gardnerville' on a scale that till serve the growing residential population.

TOG Policy 4.1 New development on U.S. Highway 395 frontage should include commercial and residential uses that complement and serve adjacent subdivisions providing safe and comfortable pedestrian connections to adjacent neighborhoods.

TOG Policy 4.3 New development should be designed to orient towards the street, hide parking, provide connected walking edges and respond to visibility created by the bend in U.S. Highway 395.

TOG Strategy 5 Create Southern Gateway to Gardnerville

TOG Policy 5.1 The development of the South Entry area should be master planned as a mixed address of commercial, healthcare, institutional, industrial and residential uses.

TOG Policy 5.2 Access to uses in the South Entry area should happen from side roads and provide a pedestrian-scaled internal street and pedestrian walkway system.

TOG Policy 5.3 New investment should create a gateway cluster of buildings and open spaces along US 395 and have an internal system of open spaces framed by commercial and residential buildings.

TOG Strategy 5.4 The Town of Gardnerville and the County shall follow the Administrative Actions, Regulatory Actions, and Financing Actions identified in the Gardnerville Plan for Prosperity Action Plan.

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion on the North Hampton Light connection to NV energy with NV energy's standard Gardnerville Light or installation of an off the grid Solar powered light; with public comment prior to Board action.**

2. **Recommended Motion: Approve the NV Energy light and hard wired system.**

   Funds Available: ☐ Yes ☑ N/A

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016 Time Requested: 20 minutes**

6. **Agenda: ☐ Consent ☑ Administrative**

Background Information: Staff discussed with the board this past month, at the request of Don Garrison, the addition of a single light on the southeast corner of Northampton @ Waterloo Lane. Staff has made a lot of headway this month with NV Energy and we have signed the design agreement approving the proposed design. We have a couple contractors bidding the NV Energy option to tie down on the actual cost of the light. (currently estimated at $25,250).

The solar light option: While this option is simpler to install and cheaper to maintain, the town has approved standards we continue to ask developers to construct. This is setting a precedent that we need to be able to continue to practice, should we move forward with this option, it will come back to the board as an approved alternative. Installing meters, conduit, pull boxes, and decorative street lights is a large expense to the developer and a large cost to maintain for the town (in meter fees, power usage, and light head maintenance) (currently estimated at $12,000 and continued savings of $20/month for light)

See the next page for staffs pros and cons of this option.

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

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Background information Cont'd:

Pros of the Solar light:

- Not on NV Energy Grid and saves their $15.80 per month fee for each light
- If used in new developments a meter would not be required (32.80/month plus electricity used)
- Developers would not have to install pull boxes conduits and meter pedestals the town accepts maintenance of.
- If this is successful, I can see these in the subdivisions, useful at locations of postal cluster boxes, trails, trailheads and other locations we see the need for security light.
- Pole costs are virtually the same as the town standard pole.
- No easement would be required. We have approval from the parks department to install the light on county property.

Cons of the Solar Light:

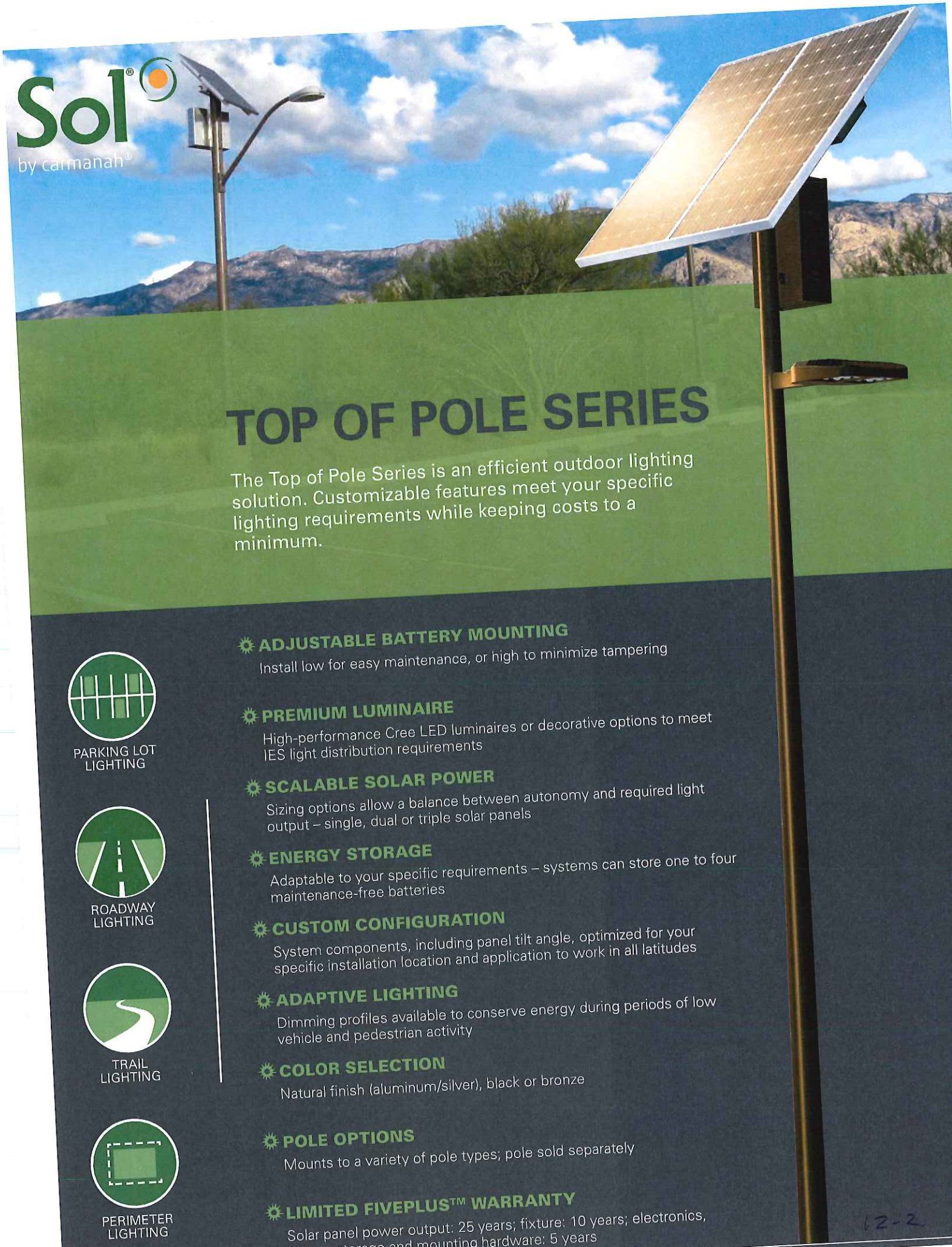
- The town has current standards with these lights all over the town, this is another standard or option for consideration making the other lights outdate and need of update. Delaying the cost of replacement due to the cost of each light to install. If we were installing 4 this would not prove to be a cheaper option.
- In 20 to 30 years the solar panels would need to be replaced and batteries have a 5 year warranty. I am sure the weather here will reduce the battery life.
- Light head is $3,049 for the recommended version. Replacement cost is 2x that of the decorative power lights.
- A concrete footing would be required with these lights with the high winds and load on the solar panel at the top of 21 foot pole. It's going to be a large footing with anchor bolts.

Cost Breakdown – (Estimated):

NV energy estimated this work to be about $8,000 not $5,000 as stated in my report last month.
$4,000 Light and pole
$250 permit
$10,000 Contractor
$3,000 testing and paving density tests
$8,000 NV energy (previously estimated @ $5,000)
$25,250 TOTAL Electric connection

$6,500 for lights
$5,500 for footing, mobilization, traffic control and light installation.
$12,000 TOTAL Solar

Sol®
by carmanah®



TOP OF POLE SERIES

The Top of Pole Series is an efficient outdoor lighting solution. Customizable features meet your specific lighting requirements while keeping costs to a minimum.

PARKING LOT LIGHTING

ROADWAY LIGHTING

TRAIL LIGHTING

PERIMETER LIGHTING

ADJUSTABLE BATTERY MOUNTING
Install low for easy maintenance, or high to minimize tampering

PREMIUM LUMINAIRE
High-performance Cree LED luminaires or decorative options to meet IES light distribution requirements

SCALABLE SOLAR POWER
Sizing options allow a balance between autonomy and required light output – single, dual or triple solar panels

ENERGY STORAGE
Adaptable to your specific requirements – systems can store one to four maintenance-free batteries

CUSTOM CONFIGURATION
System components, including panel tilt angle, optimized for your specific installation location and application to work in all latitudes

ADAPTIVE LIGHTING
Dimming profiles available to conserve energy during periods of low vehicle and pedestrian activity

COLOR SELECTION
Natural finish (aluminum/silver), black or bronze

POLE OPTIONS
Mounts to a variety of pole types; pole sold separately

LIMITED FIVEPLUS™ WARRANTY
Solar panel power output: 25 years; fixture: 10 years; electronics, energy storage and mounting hardware: 5 years

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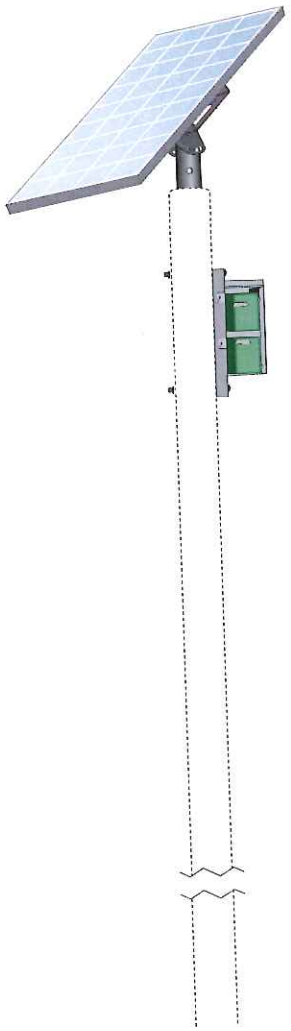
Sol® by carmanah®

Top of Pole Series
Solar Powered LED Lighting System

OVERVIEW

The Top of Pole Series features an adjustable mounting bracket and includes a variety of option choices to create a customized outdoor solar light solution for your application. The system is configured according to your location and lighting requirements to run throughout the night or to save energy with dimming when full light is not required. The battery enclosure and solar module mounts to a variety of pole types; pole sold separately.



WHY SOLAR?

REMOTE LOCATIONS
- Where grid is difficult to access
- Sensitive environments

IMMEDIATE ENERGY SAVINGS
- No energy costs throughout life of product

LOWER INSTALLATION COSTS
- No trenching or cabling
- Shorter installation time compared to on grid systems

GREEN STATEMENT
- Viable and sustainable energy alternative
- Recyclable battery and components

OUR DIFFERENCE

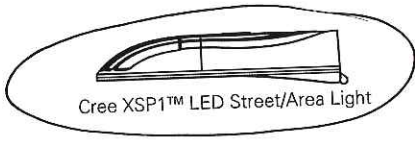
INDUSTRY-LEADING EXPERTISE
- World leader in solar LED lighting solutions, since 1990
- Publicly traded on the TSX (CMH)
- Extensive experience in outdoor lighting industry

ADVANCED LIGHTING TECHNOLOGY
- Designed for lighting applications
- Dimming and operating profiles for adaptive lighting
- Superior LED luminaires

CUSTOM SOLUTION FOR YOUR APPLICATION
- Precision-engineered for your application
- Array of solar engines available for your portfolio
- Aesthetic-design and value-built engine options

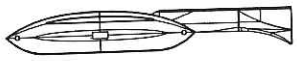
LUMINAIRES

Cree XSPR™ LED Street/Area Light


Cree XSP1™ LED Street/Area Light

Cree XSP2™ LED Street/Area Light

Cree OSQ™ LED Street/Area Light


Cree EDGE™ LED Street/Area Light

Decorative Luminaire Series available. See Decorative Datasheets for more info.

REPRESENTED IN YOUR REGION BY:

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Sol by carmanah®

Top of Pole Series
Solar Powered LED Lighting System

TECHNICAL SPECIFICATIONS

SOLAR PANEL	PV DIMENSIONS (Length x Width x Height)	*EPA @ 45 DEGREES (Luminaire and arm additional)	SYSTEM WEIGHT (Luminaire and arm additional)	POLE TENON
Single	59.1 x 26.3 x 1.81 in 1501 x 668 x 46 mm	12.07 ft² 1.12 m²	210 lbs 95.25 kg	3.5" O.D 8.89 cm O.D.
Double	59.1 x 52.6 x 1.81 in 1501 x 1336 x 46 mm	20.5 ft² 1.90 m²	245 lbs 111.13 kg	3.5" O.D 8.89 cm O.D.
Triple	59.1 x 78.9 x 1.81 in 1501 x 2004 x 46 mm	28.5 ft² 2.65 m²	435 lbs 197.31 kg	3.5" O.D 8.89 cm O.D.

* System weight and EPA may vary with number of luminaires and batteries. The chart above is for reference only. Sol provides a calculated EPA and weight when a system is quoted and submitted.

SYSTEM DATA	
System Colors	Aluminum/Silver (natural finish), Bronze or Black
Material	Grade "A" corrosion resistant aluminum for battery enclosure and solar panel frame
Security	Security bolts used to fasten cover. Battery box mounted at top of pole to reduce vandalism and theft opportunities.
Options	Panel Pan for certain combinations
Warranty	5 year system warranty, additional pass-through of existing warranties, batteries pro-rated
BATTERY	
Type	Maintenance-free, lead acid gel cell battery; spill-proof, leak-proof
Rating	1800 cycles to 20% Depth of Discharge at 20°C (68°F)
Luminaire	
Compatiable Luminaires	Cree XSP Series™, Edge™, OSQ™ LED Street/Area Luminaires and decorative options available
IES Light Distributions	Type 2 Long, 3 Med, 4 Med, 5 Med
Color Temperature Options	4000K; 5700K
Color Rendering Index (CRI)	Minimum 70CRI
Mounting	Mounting hardware provided
CONTROLLER	
Type	EternO 4® integrated solar charge controller and LED driver
Optional Operating Profiles	Dusk to Dawn and dimming profiles available
Day/Night Transition	Via solar panels
CERTIFICATIONS	
Battery	Built to comply with IES 896-2, DIN 43534, BS 6290 Pt4, Eurobat; UL Recognized
Luminaire	cULus Listed
	Certified to ANSI C136.31-2001 3G Bridge and Overpass Vibration Standards
	Meets CALTrans 611 Vibration testing
	Meets Buy American requirements within ARRA
	Suitable for wet locations
	Luminaire and finish endurance tested to withstand 5000 hrs of elevated ambient salt fog conditions as defined in ASTM Standard B 117
Controller	TUV listed to UL 60950-1:2007
	CSA C22.2.60950-1:2007

*(Effective Projected Area) at 0° Power Unit + Arm + Battery Box + Luminaire

EternO® 4 ENERGY MANAGEMENT SYSTEM

The EternO® 4 ensures bright, reliable light output and healthy, high-functioning lighting systems with maintenance-free operation.

- Monitors and regulates charging and discharging of batteries
- Efficient transfer & dynamic management of energy (95% efficiency)
- Day/night transition via solar panel eliminates need for photocell
- Ten day/night memory averaging ensures accurate turn on/off of lights to prevent false response due to weather variations
- Allows for dimming of LED luminaire
- Temperature compensation and PWM controlled battery charging
- Low-voltage disconnect for battery protection

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Specifications subject to local environmental conditions. Specifications may be subject to change

The management system governing the manufacture of this product is ISO 9001:2008 certified

Document: SOL_TP_Spec_Sheet_Revf

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QT002802
Page 1 of 1
Quote Prepared By: Greg Stewart
Email: gstewart@carmanah.com
Date: 8/23/2016

45

Quote To:
Geoffrey LaCost
Gardnerville, City of
US,

Order Description: Gardnerville - Intersection Lighting

	ITEM	DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
1	TP SERIES	TP-3.7-BK-2-160W-3-HIGH-N-1-XSP1-3ME-57K-BZ-45-D2D	1	$3,049.00	$3,049.00
		Solar Lighting System			
2	77815REVC	FIXTURE MOUNT, 2.38 IN. OD X 9 IN. TENON, AL, W. HW, GASKET	1	$0.00	$0.00
3	FLUTED POLE	21ft Fluted Pole	1	$1,452.86	$1,452.86
4	CLAMSHELL BASE	Clamshell Base - Black	1	$1,405.71	$1,405.71
		Total Lumens: 5067			
		System Load: 45 Watts			
		Operating Profile: Dusk till Dawn			
		Autonomy: 5 Days			
		System Color: Black			
10	FRTSOL	Shipping and Handling Sol	1	$207.00	$207.00
		Estimated Lead Time: 7 - 9 Weeks			

Total: $6,114.57

Please be aware of the following Terms and Conditions.

- All pricing is quoted in US dollars unless otherwise stated.
- Unit prices do not include shipping and freight insurance. Purchaser is responsible for any applicable taxes and duties.
- Quote is valid for 60 days.
- Carmanah products come with a limited warranty. Please refer to Carmanah's respective product warranty policy for details.
- By accepting this quote the customer agrees to all Terms and Conditions below and on Carmanah's website at http://carmanah.com/files/docs/Other/terms2014.pdf

Carmanah Technologies Corp. has a strict policy against bribery and corruption which it applies to all of its business dealings. Carmanah is committed to complying with Canada's Corruption of Foreign Public Officials Act (CFPOA) and the US Foreign Corrupt Practices Act (FCPA) and other applicable standards. As a result, the Company may require the completion of a questionnaire and certificate for orders of products that are for delivery or use outside the United States or Canada. If applicable these will be required to be completed prior to shipment.

12-5

PROJECT NAME:
Douglas NV - Decorative Flute

PROJECT LOCATION:
Gardnerville, NV, USA

PROVIDED BY:

Top-of-Pole Series
SOLAR POWERED LED LIGHTING SYSTEM

MANUFACTURER: Sol Inc.
Wholly-owned subsidiary of Carmanah Technologies Corp.

Web: solarlighting.com
Web: carmanah.com

GENERAL DESCRIPTION

The Top of Pole Series features an adjustable mounting bracket and includes a variety of option choices to create a customized outdoor solar light solution for your application. The system is configured according to your location and lighting requirements to run throughout the night or to save energy with dimming when full light is not required.

PRODUCT ORDER NUMBER

TP-3.7-Bk-2-160W-3-HIGH-N-1-XSP1-3ME-57K-Bk-45-D2D-39N-120W-3.7-5067-45

SOLAR LIGHTING SYSTEM DESCRIPTION

SOLAR ENGINE DETAILS	
Model	TP
Tilt Angle	45 degrees
Solar Panel Wattage	320W
Battery Type	Gel G27
Battery Quantity	3
OPERATING DETAILS	
Latitude	39N
Longitude	120W
Array To Load Ratio	1.375
Autonomy	5.0 days
Insolation (Min Month Avg)	4.0 kWh/m^2/day
Operating Profile	Dusk to Dawn
FIXTURE DETAILS	
Lumens	5067 Lumens
Fixture Type	XSP1
LEDs Per Fixture	5 MDA LEDs
Fixtures Per System	One Fixture
Fixture Wattage	45.0 W
Fixture Voltage	30.0 V
Light Distribution	Type 3 Med
Light Color Temperature	5700K Cool White

Lighting System Diagram

Fixture Diagram

2016-08-23

All product performance data is dependent upon installation location.

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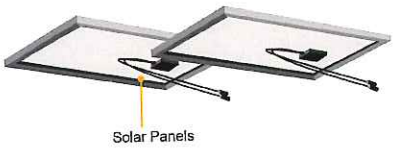
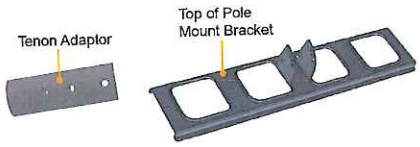
Top-of-Pole Series
SOLAR POWERED LED LIGHTING SYSTEM

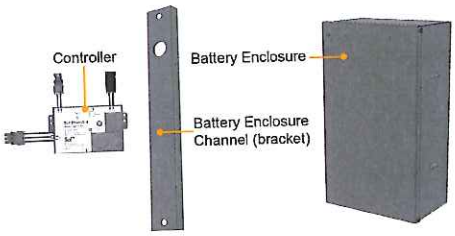
SOLAR ENGINE

SPECIFICATIONS

Engine EPA	1.90 m² (20.48 ft²)
Engine APA	N/A
Weight (without Batteries)	55 kg (120 lb)
Weight (with Batteries)	148 kg (327 lb)
Panel Length	1500 mm (59.06 in)
Panel Width	1336 mm (52.59 in)
Panel Watts	320W
Tilt Angle	45 degrees
Vandalism Protection	Top-of-pole mounted
Enclosure	Grade A. Aluminum
Electronics	Weather resistant
Solar Panels	High efficiency, performance matched to the energy management system for solar lighting applications.
Chassis Fastener	Hot-dip galvanized steel and stainless steel
Operating Temperature	-25°C to +55°C (-13°F to 131°F)
Storage Temperature	-25°C to +60°C (-13°F to 140°F)
Manufacturing	Manufactured in the USA in a facility registered to ISO 9001:2000 quality management system standards

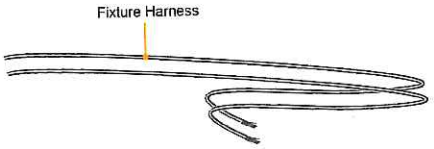






MOUNTING

Engine Mounting	Mounts to top-of-pole 3.5"OD round tenon, min 6.0" long.
Panel Direction	For Northern hemisphere panel faces due south. For Southern hemisphere panel faces due north.
Installation Time	75 minutes or less



BATTERIES

Battery Type	Gel G27
Battery Quantity	3
Battery Capacity	100Ah (12V, at approximately 100 hr)
Depth of Discharge (Average)	25%
Cycles	2200
Rating	5+ years

* Effective Projected Area (EPA) calculated as the Actual Projected Area (APA) multiplied by a drag coefficient of 1.3. EPA of engine only: does not include fixture EPA.
** 3 second gust as per AASHTO 2001
***Rating based on an annual average temperature of 20°C (68°F)

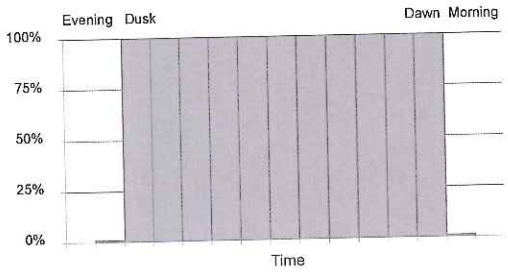
12-7

OPERATION

SPECIFICATIONS

Latitude	39N 120W
Insolation (Min Month Avg)	4.0 kWh/m^2/day
Temperature (Average)	11 C (43.0 F)
Longest Night	14.5 hrs
Array To Load Ratio	1.375
Autonomy	5.0 days
Operating Profile	Dusk to Dawn
Transitioning	Via solar panels
Status Indicators	Battery connection, low/high voltage disconnect, dimming.

Operating Profile

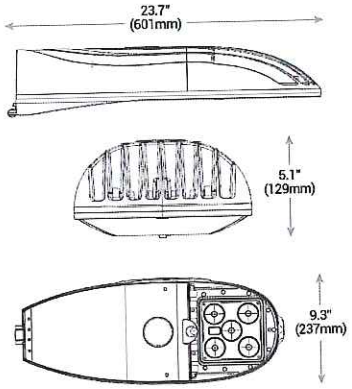


FIXTURE

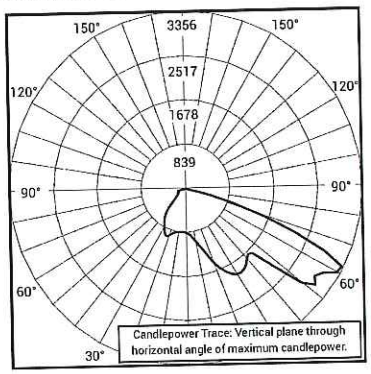
SPECIFICATIONS

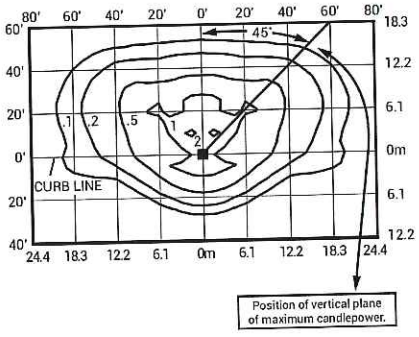
Lumens	5067 Lumens
Fixture Type	XSP1
Fixture Manufacturer	Cree Inc.
LEDs Per Fixture	5 MDA LEDs
Fixtures Per System	One Fixture
Fixture Efficacy (Minimum)	112.625 lm/W
Fixture Wattage	45.0 W
Light Color Temperature	5700K Cool White
Rendering Index (CRI)	Minimum 70
Rated Life 70	50,000 @ 25°C (77°F)
Operating Temperature	-30°C to +55°C (-22°F to 131°F)
Housing	Die-cast aluminum construction
Finish	Colorfast DeltaGuard(R) Black
Fixture Dimensions	601 mm x 237 mm x 129 mm (23.7 in x 9.3 in x 5.1 in)
EPA	0.066 m² (0.71 ft²)
Fixture Weight	8 kg (18 lbs)
Mounting Details	Mounts on 42mm (1.6in) OD or 60mm (2.375in) OD horizontal tenon, minimum 203mm (8.0in) in length
Manufacturing	Manufactured in the USA in a facility registered to ISO 9001:2000 quality management system standards
Mounting Height Arm Length	For fixture mounting height and arm length, please refer to your project's lighting layout. Fixture arms are quoted separately.

Fixture Diagram



Light Distribution Plots





LIGHT DISTRIBUTION

SPECIFICATIONS

Light Distribution	Type 3 Med
Photometry	All published photometric testing performed to IESNA LM-79-08 standards by a NVLAP certified laboratory.
Other	

12-8

Top-of-Pole Series
SOLAR POWERED LED LIGHTING SYSTEM

POLE SPECIFICATIONS

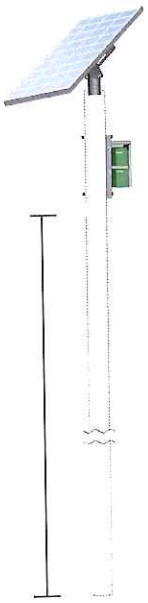
NOTE:

Engine Type	TP
Weight (with Batteries)	148 kg (327 lb)
Engine EPA	1.90 m² (20.48 ft²)
Engine APA	N/A
Engine Mounting	Mounts to top-of-pole 3.5"OD round tenon, min 6.0" long.

MAST ARM SPECIFICATIONS

NOTE:

Fixture Type	XSP1
Fixtures Per System	One Fixture
Fixture Weight	8 kg (18 lbs)
EPA	0.066 m² (0.71 ft²)
Mounting Details	Mounts on 42mm (1.6in) OD or 60mm (2.375in) OD horizontal tenon, minimum 203mm (8.0in) in length
Fixture Mounting Height and Arm Length	For fixture mounting height and arm length, please refer to your project's lighting layout. Fixture arms are quoted separately.



12-9

SYSTEM SIZING

The Sol simulation and selector tool ensures that the correct system is chosen for the application specified by the user. Incorporating the local weather conditions for the location in which the solar engine will be deployed, the simulation tool provides a guarantee of Top-of-Pole Mount system performance over the product's lifespan.

SOLAR PANELS

Selected for high module conversion efficiency, positive tolerance, extended wind and snow load testing, weak light performance, self-cleaning and anti-reflective capabilities, the solar panels utilized by the Sol and Carmanah systems are provided by world-leading manufacturers of crystalline silicon modules that adhere to the highest international standards.

SOLAR ENGINE

The Top of Pole Series features an adjustable mounting bracket and includes a variety of option choices to create a customized outdoor solar light solution for your application. The system is configured according to your location and lighting requirements to run throughout the night or to save energy with dimming when full light is not required.

BATTERIES

Gel batteries are tested to withstand years of deep cycle use within high and low temperatures and are field-proven to perform with the Top-of-Pole series systems. Recognized under UL 1989, the batteries (Group 27) are designed specifically for solar power applications and are completely recyclable. When in storage, batteries must be recharged every two months. See the Accessories section for Extended Storage Battery Charger products.

ENERGY MANAGEMENT SYSTEM

The EternO4 Energy Management System ensures bright, reliable light output and healthy, high-functioning lighting systems for years of maintenance-free operation. The EternO4 provides an optimum transfer of energy and is responsible for the opportunity to employ operating profiles.

CERTIFICATIONS

SOLAR ENGINE

CE 2004-108-CE, EN 55015, EN 61547 for emissions and immunity.

PANELS

UL 1703, IEC 61215, IEC 61730, conformity to CE.

FIXTURE

cULus Listed, suitable for wet locations, CALTrans 611 Vibration testing. Certified to ANSI C136.31-2001, 3G bridge and overpass vibration standards. Dark Sky Friendly. IDA Approved. RoHS Compliant. IP66 Light Engine. DLC qualified.

OPERATING PROFILES

The Energy Management System (EMS or EternO4) controls LED drivers which control LED fixtures based on the operating profile. Controlled by customer's specifications, the operating profile is configured at the factory and is designed to maximize lumen output when it is required and reduce lumen output as activity lessens in an effort to conserve energy. The EMS and EternO4 offer two types of operating profiles: all-night (dusk to dawn) and profiles adapted for usage during peak hours (for example: 7-dim-2, which means that the light is on for seven hours at 100%, dimmed for a period of time, then returning to 100% for two hours).

FIXTURE

The fixtures selected by the Carmanah on-line selector tool are specifically configured for the solar LED lighting systems' operation to guarantee light output, performance and system reliability as specified by the customer. Fixture housing is aluminum construction and LED optical modules are tested to IESNA LM-79-2008 and LM-80-2008 standards. Fixtures are IDA Approved, Dark Sky Friendly and RoHS compliant, and tested to CALTrans 611 Vibration Testing. Fixtures are UL listed in the U.S. and Canada for wet locations.

WARRANTY

The Top-of-Pole solar LED lighting systems is covered under the FivePlus(TM) Warranty, with batteries pro-rated.

ACCESSORIES

DESCRIPTION	PART NO.	FEATURES
Hardware Spares Kit	N/A	Spare hardware for the assembly of the engine. Recommended one per ten systems.
Extended Storage Battery Charger	GPSC-10-12	Charging system for batteries in long-term storage (2 months)
Install Kit	N/A	Includes lifting strap and u-bolts for ease of installation. Recommended two per project.
Infrared (IR) Controller	N/A	Recommend two per project.

12-10

Town of Gardnerville Nevada
Est. 1879

1407 Highway 395 N
Gardnerville NV 89410

P:775.782.7134
F:775.782.7135

WWW.gardnerville-nv.gov

ADD STREET LIGHT
ONTO NV ENERGY SYSTEM
INTERSECTION OF
WATERLOO & N. HAMPTON

DATE: OCTOBER 21, 2015

PAGE: EXIBIT A

PROJECT No.: 1514-NHAMPTON

Project: NORTH HAMPTON ADDITIONAL STREET LIGHT

PLAN 3

12-11

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Discussion on the Town Attorney's Monthly Report of activities for August 2016.**
2.
3. **Recommended Motion:**
   Funds Available: ☐ **Yes** ☑ **N/A**
4. **Department: Administration**
5. **Prepared by:** **Tom Dallaire**
6. **Meeting Date:** **September 6, 2016** **Time Requested:** **5 minutes**
7. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: To be presented at meeting.

8. **Other Agency Review of Action:** ☐ **Douglas County** ☑ **N/A**
9. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** Accept Town Attorney's letter notifying the town of his desire to discontinue representation as general counsel to the Town of Gardnerville; with public comment prior to Board action.

2. **Recommended Motion:** Accept Town Attorney's letter notifying the town of his desire to discontinue representation as general counsel to the Town of Gardnerville.

   Funds Available: ☐ Yes ☑ N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** September 6, 2016 **Time Requested:** 5 minutes

6. **Agenda:** ☐ Consent ☑ Administrative

   Background Information: See attached letter.

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

8. **Board Action:**

   ☐ Approved ☐ Approved with Modifications
   ☐ Denied ☐ Continued

ENTERED

AUG 17 2016

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

P.O. Box 2080
1638 Esmeralda Avenue
Minden, NV 89423

Telephone (775) 782-8141
Facsimile (775) 782-3685

Michael Smiley Rowe
James R. Hales
Jennifer A. Yturbide

August 16, 2016

Ms. Mary Wenner, Chairwoman
Town of Gardnerville
1407 Hwy 395, North
Gardnerville, NV 89410

RE: Town of Gardnerville General Counsel

Dear Mary:

As the Town Board, Manager and I discussed some months ago, I am writing to you as the Chairwoman, to advise you that I have decided to scale back my practice and to ease into the role "of counsel" to my law firm.

Accordingly, I believe that it is time to initiate the process by the Town of Gardnerville to select a successor General Counsel to advise the Town Board.

My expectation is that this letter notifying you of my decision would constitute an action item on the next Town Board Agenda, followed by one or more action items implementing the decision which the Town Board will make. During the period of time of transition, I will, of course, continue assisting Tom and the Board with any matters which are presented to me. I also expect that there will be a period of transition from my representation of the Town to the successor attorney's representation; thus, I would anticipate that there would be some time invoiced to the Town from successor counsel and from me covering the same period of time while the transition takes place.

It has been my privilege and honor to have been associated with the Town of Gardnerville since the 80's as its Town Counsel, and I have found that all of the Boards, and Board members, have been hard working and very much dedicated to the furtherance of the best interests of the Town. I am sure that this and future Town Boards will have the same interests as a first priority.

Cordially,

Michael Smiley Rowe

Michael Smiley Rowe
Attorney at Law

MSR/sk

14-2

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action: Discussion and provide direction to staff on posting a Request for Proposals (RFP) for counsel representation for the Town of Gardnerville; with public comment prior to Board action.**

2. **Recommended Motion: Direct staff per the discussion of the board. Send out a RFP and provide direction on how the board would like to select the next town counselor.**

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

3. **Department: Administration**

4. **Prepared by: Tom Dallaire**

5. **Meeting Date: September 6, 2016** **Time Requested: 15 minutes**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: The staff version of the RFP is included in the packet. Provide comments and or suggestions for discussion of the document to be released to the public, and approve the time line and the process how the board wants to proceed with this selection. This would be similar to the new board member selection interviews we did a while back.

We need to define the process the board wants to pursue and ensure we gather the information you want to make an informed decision.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

Town of Gardnerville

Request for Proposals
to
Advise and Represent the
Town of Gardnerville
in
Conjunction with
All General Civil and Legal Matters

Release Date: September 7, 2016

For additional information, please contact:
Mr. Thomas Dallaire, P.E., Town Manager
(775) 782-7134

REQUEST FOR PROPOSAL FOR TOWN COUNSEL
to Advise and Represent the Town of Gardnerville in
Conjunction with All General Civil Legal Matters

1. Introduction

The Town of Gardnerville is seeking to contract for professional legal services to advise and represent the Town in conjunction with all general and civil legal matters. The successful applicant should meet or exceed the qualifications stated herein, be readily accessible to the Town Manager, elected Town Board Members, and/or Town Engineer, and be experienced in labor law, planning issues, open meeting law, ethics in government, and general civil litigation.

2. Minimum Qualifications

The successful applicant, and all those who serve as back-up counsel, must be a member in good standing of the Nevada Bar, must be accessible and timely in returning telephone calls and rendering legal advice and any written opinions, and must have within his or her firm, or through an established of-counsel relationship, at least one other qualified attorney available to render legal advice and otherwise represent the interests of the Town when the successful applicant is unavailable. Four years of experience in representing an unincorporated town, municipality or general improvement district is preferred.

3. Town Background

In 1879, Lawrence Gilman purchased the Kent House, which was located just south of Genoa which was supposedly haunted by a stagecoach-robbing ghost. After acquiring a seven-acre tract of land from homesteader John M. Gardner, Lawrence Gilman moved the house to the new site.

The Kent House became the Gardnerville Hotel - and the town of Gardnerville, named for Gardner, was born. Although the old hotel is no longer standing, the spirit lives on; we don't know about the ghost.

Because of Gardnerville's location along the route to the Esmeralda Mining District and Bodie (where a major gold strike in 1878 heralded a mining boom), Gardnerville soon came to serve as a feed stop for the 24-horse freight teams traveling between Carson City and the mining camps.

For the first five years of its existence, the new settlement of Gardnerville changed little. By 1885, the fledgling town had begun to grow along with the farming industry in the valley.

The town prospered as more hotels, shops and saloons opened their doors along Main Street. By 1899 Gardnerville had become a center of commerce in the Carson Valley as well as a hub of community activity.

Danish settlers figured prominently in the new town's development. Just as many Mormon settlers of British origin called Genoa home after 1851 and German pioneers had a strong presence in the early years of nearby Minden, Gardnerville became the center for Danish immigrants who had arrived in 1870.

Beginning in 1898, the Spanish and French Basques played an important role in the town's history as sheepherders and later as inn and restaurant owners. In 1918, several Basques opened inns in

Gardnerville that flourished during Prohibition. Basque dining in Gardnerville remains a culinary attraction.

Gardnerville continues to serve the needs of residents, ranchers, businessmen, and travelers. It is a community that is growing comfortably with a population of 5,279 residents, and a budget of just over 4 million a year for all town funds, the town provides necessary services to the businesses and residents alike. We provide the mandatory trash service collection and disposal of solid waste and voluntary green waste collection program, staff provides maintenance services to the 5 parks owned by the town and over 20 miles of roads we maintain and 4 detention ponds, and associated storm drain system. The town staff install public service banners across highway 395 mostly every Monday morning of the summer months, and installs Christmas decorations and flower baskets down 395 annually, and the town provides a number of community events, movies in the park, freedom 5k, Splash Dogs, and the Christmas kickoff event.

4. Town Organization Structure

The Gardnerville Town Board is comprised of five elected advisory board members, selected from residents within the legal Town Boundary limits, and the board is advisory to the Douglas County Board of Commissioners. The Town Board governs the town in accordance with the powers specified in Chapter 269 of Nevada Revised Statutes. At regularly scheduled and special meetings, the Board reviews matters such as annexations, development applications and projects, and items associated with the operation of the Town. The Board meets the first Tuesday of each month at the Town Administrative office located at 1407 highway 395 North, Gardnerville, and the meeting begins at 4:30 p.m. The Gardnerville Town Manager is appointed by the Town Board and works closely with employees, residents and Business owners within the Town, contract employees such as the Town Attorney and possibly a Town Engineer, as well as elected and appointed officials and department heads within Douglas County, other municipalities, the State of Nevada, and local businesses and civic groups. Gardnerville staff includes a Superintendent of Town public works, Senior Maintenance Specialist and senior Sanitation Specialist, Office Manager, Senior Secretary, four Maintenance specialists, and four sanitation specialist, and two seasonal employees which work from April through September.

5. Selection

All applications, individuals or firms, will be evaluated based on the information submitted to the Town as outlines in the attached material. The Town Board will ask the individuals or firms to give an oral interview during a regular scheduled board meeting. Notification regarding the selection or request for interview will be no later than Tuesday, September 27, 2016.

Advisement and representation for the Town will include, but not be limited to, the following general areas:

- Representing the Town Board and Town officials.
- Attending all general and special meetings of the Town Board and ensuring compliance with the open meeting law and ethics in government pursuant to Chapters 241 and 281A, respectively, of the Nevada Revised Statutes.
- Providing legal advice, including written legal opinions, when required by law or when requested by members of the Town Board upon matters relating to their duties.

REQUEST FOR PROPOSAL FOR TOWN COUNSEL
to Advise and Represent the Town of Gardnerville in
Conjunction with All General Civil Legal Matters

- Representing the Town in general civil matters including open meeting law issues and agenda preparation, project review and planning, litigation and other government civil issues.
- Advising authorized Town officials on the legal propriety of proposed actions taken in the context of the civil legal matters or the performance of official duties in a non-criminal law context.
- Conducting legal research, analyzing laws, court decisions, and other legal authorities in the preparation of correspondence, briefs, legal opinions, or memoranda.
- Preparing and reviewing contracts and agreements involving the Town, its officers, employees, and agents.
- Drafting ordinances and resolutions.
- Representing the Town and its officers, employees, and agents in civil litigation.

6. Qualification Submittal, Time and Place.
Seven copies of the application must be returned to the address below no later than 5:00 P.M., September 16, 2016. A PDF version can also be emailed to tdallaire@douglasnv.us for inclusion at the board meeting or a scan of the hard copy will be provided (no guarantee of scanned quality)

Town of Gardnerville
Attn: Tom Dallaire
1407 Highway 395 N
Gardnerville, NV 89410

7. Inquiries and Contact Person.
All inquiries regarding qualification requirements, selection, and scope of work should be directed to Thomas Dallaire, (775) 782-7134 or email address: tdallaire@douglasnv.us

8. Tentative Schedule for Selection.

Selection Process Defined by Gardnerville Town Board (Regular Meeting)	9/06/2016
Response to Request for Qualifications Due:	9/23/2015
Interview questions and process will be delivered: (No later than)	10/5/2016
Oral Presentations/Interviews at Town Hall 5:30 PM (special Meeting)	10/11/2016
Announcement of Board approved finalist (Special Meeting)	10/11/2016

15-5

REQUEST FOR PROPOSAL FOR TOWN COUNSEL
to Advise and Represent the Town of Gardnerville in
Conjunction with All General Civil Legal Matters

APPLICATION FOR GARDNERVILLE TOWN COUNSEL

Name: Nevada Bar No.:

Firm Name:

Address:

Business Telephone Number:

Mobile Telephone Number:

Fax Number:

Email Address:

Please respond to each of the following, using additional pages as necessary:

1. Please identify by name (and Bar Number, address and phone number if different than above) the proposed Town Counsel and each proposed back-up counsel:

2. Please attach resumes or *curriculum vitae* for each attorney identified above.

3. Do each of the attorneys identified above meet the minimum bar admission requirements of the RFP? If other than "yes", please explain.

4. With respect to each attorney identified, please list each and every town, municipality or special improvement district represented by the attorney within the past ten years, the years of such representation, and the name, address and phone number of at least one contact person in each location with knowledge of the attorney's representation.

5. Please describe each identified attorney's experience in the areas of right of way, public land ownership, land use, zoning and planning, public work purchasing, and public construction contracting.

6. Please describe each identified attorney's experience in the areas of open meeting law and ethics in government.

7. Please describe how you propose to satisfy the accessibility requirements of the RFP?

8. Please describe how you propose to satisfy the Back-up requirements of the RFP?

By my signature, I certify that the information contained in this application is complete and accurate, to the best of my knowledge and belief.
Dated this _____ day of _____, 2013.

Printed Name:_____

Signature:_____

15-6

REQUEST FOR PROPOSAL FOR TOWN COUNSEL
to Advise and Represent the Town of Gardnerville in
Conjunction with All General Civil Legal Matters

Schedule of fees for services rendered:

1. For Attorney representation at a rate of _____ per _____

   Representation may include preparation of contracts, ordinances and other documents and for consolation with the town manager, Town Board members or staff regarding issues presenting themselves to the town on a day to day basis.

2. For Attorney shall separately bill the town for services performed on the towns behalf for litigation related matters at a rate of _____ per _____ for time spent before any Court, Board or Tribunal.

3. Other:_____

4. Other: _____

How long would the term of your proposed agreement be? _____

15-7

Gardnerville Town Board

AGENDA ACTION SHEET

1. **For Possible Action:** **Discussion on the Town Manager's Monthly Report of activities for August 2016.**

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

3. **Department: Administration**

4. **Prepared by:** **Tom Dallaire**

5. **Meeting Date:** **September 6, 2016** **Time Requested:** **5 minutes**

6. **Agenda:** ☐ **Consent** ☑ **Administrative**

Background Information: See attached report.

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

8. **Board Action:**

☐ **Approved** ☐ **Approved with Modifications**
☐ **Denied** ☐ **Continued**

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

Town Manager Monthly Report
September 2016 Board Meeting

A. **Gardnerville Station (former Eagle Gas):** Bids are back in and McGinley provided the docs to NDEP for approval. Did a presentation to the BOCC on the 2016 CDBG Round 2 submission in September. We are up against the Arts Council Storm Drain repair. I contacted Storm Trap sales rep for additional information so we can look at installing that system while the contractors are on site with a large hole in the ground. Dube` continues to work to get the plans complete for the building renovation effort.
Next step is to get the approval from NDEP for the contractor so the final step in cleaning the site can be completed. I will report at the meeting how the BOCC voted on our CDBG application.

B. **395 Crosswalks:** Met with NV Energy and NDOT and will meet with Linda Besset about the lighting issues. I requested they look at turning over the existing phase one 395 decorative lights to the town. They will need to see where the meters need to be located and what the cost would be. The power provided NV Energy cannot be used for anything other than street lights. So even Christmas decorations they no longer provide decorative poles with decoration hangers. The staff we met with was even concerned about the hanging baskets. So it is time we take the system over and get a meter rate. This is because of the new PUC rate schedule that was recently approved. We do have a power pull box at the light on Mission and 395 and we are planning on utilizing that power source for the new signs and light on the pole but not across the street for the satellite warning poles, which will still need to be solar powered . We do have access metered power in the Toler islands.

C. **Kingslane Sidewalk Project:** I did not get to work on this project. We asked RO Anderson to provide additional topo for the plans for NV Energy work and additional information on the residential properties at the bottom of the slope on the main entry road so we can finalize the design.

D. **Toiyabe Storm Drain Project**: - I looked at the flows and want to discuss with the board these options and make sure the board is ok with abandoning the storm drain. I need to spend more time analyzing the drainage. We will need to add two more drainage inlets at the bottom of Toiyabe and add a box culvert and manhole in the existing storm drain system.

E. **Maintenance Yard Plans:** I have received the revised set of plans from ROA on the yard improvements, Met with the county and they are having issues with the public dropping off leaves and large limbs at the shop. It requires a Special Use permit for that. I need to spend time on this next month to get the major design review complete for re-submittal.

F. **Chichester Estate Park Ditch Storm Drain Outlet:** We did some research on this and turns out the town collected funds to perform this work and then did not. So we are creating a plan sheet to send out to bid to clean up this outlet.

G. **Office Items:**

- Signed and submitted the BLA at the Village Motel to the county for final review and approval. Dave is happy and the property is now on the market. Just received minor comments today we need to deal with.
- We signed and closed the property on corner of Gilman Ave and Ezell. We put $125,000 down payment with 3 yearly payments around $55K, $53K and $51K to Spence Properties. I have contacted Larry Henry again to see if he is willing to or has time to help with conceptual elevations. If not, I can ask a couple local architects if they have some time to assist.
- Worked on the issues at Mill Street while the road surface was open and closed to the public. We will be working on Douglas to fix the sidewalk ramps and valley gutter drainage at that Douglas crossing. We

still need to get an NDOT temp occupancy permit, county road closure permit, review the quantities proposed and make sure they match the work in the field.

- A new homeowner at the corner of Douglas and High school removed the shrubs in front of their home. We are trying to contact them to see if we can improve the ramps and add sidewalk there as well. The new project never ends…
- Still no news from the county on the alley at the French Bar. Doug is in the middle of several lawsuits. I will continue to check on this.
- Coordinated and obtained access to Burga property at Eddy Street. We (Paula, Meredith and I) met with the building official and the fire inspector onsite to tour the two buildings to see what the condition they were in. The main building fronting 395 is in poor condition and has issues with people using them. The bookstore building on Eddy Street has potential. We have contacted the owner and continue to assist in getting that site usable. Paula has an interested party in opening up a new business in the district and they cannot find something to fit what they want to do.
- I met with Jennifer to discuss the master plan update and the Park Ranch
- I attended the Chamber meeting
- I attended the Carson Valley Visitors Authority meeting.
- I attended the Chambers Economic Development Committee meeting.
- I attended a meeting to discuss the final comments and review of the county standard details.
- I attended a League caucus meeting.
- Met with Lisa, Larry and Jen on the Valley Vision implementation and ideas on how to proceed.
- Attended a technology review board meeting.
- Attended one of three manager or department head meeting with Larry.
- Met with Dean Patterson about the master plan update and discussed the town and what we do here.
- Received the report from Lumos on the road improvements at Industrial and it is not good news. It will require a full removal with a couple options. I asked for some additional options and I received the final report this month.
- I attend the meeting with the department heads and the new representative of Pool Pact and their plan to go self-insured on workers comp and on liability. The county deductible is much higher than the towns. It sounds like we need to follow the county lead on this because we share an Employer Identification Number (EIN) with the county. We are not our own entity. We do have separate liability insurance policies and we pay for that out of our budget. The county is looking at an insurance administrator where they will deal with their workers comp and insurance liability claims all in house. The Carson Program is successful per Larry and comes with a large cost savings. We will keep you posted. We will keep you posted.

TO: Ticor Title of Nevada/ Chicago Title Insurance Company

CERTIFICATE OF RESOLUTION OF

TOWN OF GARDNERVILLE

A meeting of the Town Board was duly held on July 5, 2016, at which was present a quorum of the members of the Board of the Town of Gardnerville, due and proper notice of which meeting and an agenda thereof having been prepared and given as required by the By-Laws of the Town of Gardnerville.

Upon motion carried unanimously by the Town Board, the following Motion was duly and regularly passed:

RESOLVED: That the Town Manager, Tom Dallaire, is authorized to pursue the purchase for the property located at 00 Gilman, Ave., Gardnerville, Nevada 89401, Assessor's Parcel No. 1320-33-412-001.

RESOLVED: That Town Manager, Tom Dallaire is authorized to act, and to make, execute and deliver, on behalf of the Town of Gardnerville all instruments arising out of said transaction.

DATED: This 29th day of August, 2016.

The undersigned Chairwoman hereby represents that the above and foregoing is accurate and true and certifies to same.

Mary Wenner, Chairwoman

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