



## GARDNERVILLE TOWN BOARD

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

### Meeting Agenda

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

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**

#### 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 July 26, 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 3:46 P.M.

Douglas County Historic Courthouse, 1616 8<sup>th</sup> Street, Minden NV 89423, at 3:59 P.M.

Gardnerville Post Office, 1267 US HWY 395 #L, Gardnerville NV 89410 at 4:06 P.M.

Gardnerville Town Offices, 1407 HWY 395 N, Gardnerville NV 89410 at 4:15 P.M. and on the Internet at [www.gardnerville-nv.gov](http://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 – Don Baumann, Pastor Hilltop Community Church

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

#### PLEDGE OF ALLEGIANCE – Ken Miller

#### 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:**

**July 5, 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:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve July 2016 claims
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.

**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. (approx. 25 minutes)
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. (approx. 10 minutes)
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. (approx. 10 minutes)
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 (approx. 45 minutes)
9. **For Possible Action:** Discussion with possible input 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. (approx. 40 minutes)
10. **For Possible Action:** Discussion to possibly modify town lighting at Kingslane and Douglas Avenue; with public comment prior to Board action. (approx. 20 minutes)
11. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for July 2016. (approx. 5 minutes)
12. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for July 2016. (approx. 15 minutes)
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. (approx. 10 minutes)

2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Next monthly meeting September 6, 2016

Movies in the Park: August 12 – Big Hero 6

Thirsty Third Thursday August 18 – Famous Pairs (a special "Keep on Walking" event after the wine walk... details coming soon.)



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

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

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Tuesday, July 5, 2016

4:30 p.m.

Gardnerville Town Hall

**INVOCATION – Rob Simpson, Associate Pastor Valley Christian Fellowship**

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

**PLEDGE OF ALLEGIANCE – Mary Wenner**

**PRESENT:**

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

Jim Hales, Town Counsel  
Tom Dallaire, Town Manager  
Geoff LaCost, Town Superintendent  
Carol Louthan, Administrative Services Manager

 **PUBLIC INTEREST COMMENTS (No Action)**

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Chairwoman Wenner presented Mr. Dallaire with a trophy for his hard work on the Great Race.

 **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.

Chairwoman Wenner understands we are going to pull item #6 from the agenda tonight.

Mr. Dallaire explained Dean is here and he was at the meeting we had about this item. We will need to meet with Tammy from R.O. Anderson about my concerns on this project. It will go to the planning commission in September.

No public comment.

**Motion Jones/Slater to approve with the modification of removing item #6. Motion carried unanimously.**

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**

**June 7, 2016 Regular Board meeting, with public comment prior to Board action.**

No public comment.

**Motion Higuera/Slater to approve the minutes. Mr. Miller abstained since he was not present at the meeting. Motion carried with Board Member Miller abstaining.**

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

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- 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 June 2016 claims Approved.
4. **For Possible Action:** Approve a special event application for an awareness walk and bike ride by Suicide Prevention, scheduled for September 10, 2016 at Heritage Park from 7:00 a.m. to 4:00 p.m. Approved.

No public comment.

**Motion Slater/Higuera 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 June 2016.

Mr. Dallaire reported Mrs. Lochridge is not present. She still has a few events this month. There is a volunteer and business member event July 17 and a wine walk on the 21<sup>st</sup>. There is an article in the report about the Great Race.

6. **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

(Item pulled from agenda.)

7.  **For Possible Action:** Discussion to approve, approve with modifications or deny town policy 18.22 for major memorial requests; with public comment prior to Board action.

Mr. Dallaire worked with several people and came up with a couple of options. I am looking for some direction. Mike reviewed the policy. Dirk from Search and Rescue contacted me a couple days after and wanted to look it over and help. Their comments were integrated in the policy, as needed. I did get some comments emailed in and I think I covered them all.

Chairwoman Wenner did not understand what kind of guidelines they were looking for.

Mr. Dallaire sent the draft policy to Search and Rescue. Maybe they will be back after our decision.

Mrs. Jones explained the draft I referenced said "extraordinary service to the town." I understand the position of no individual names, I don't think that's actually reflected in the way the town is right now. Certainly some of the facilities within our jurisdiction, even if they are not directly managed by us, are named after individuals: Chichester Drive, Gardner Park, Stodick Park. They have historic value because of the individuals serving the community. If we have an organization come forward and ask for us to name a facility, what does "extraordinary service" mean? Many of our geographic names intersect with individuals. Some of our facilities have been named after individuals, not after the geographic location. If we are moving forward, I think we're entering a portion of the town's lifetime where that won't overlap anymore, where individuals' names and service might not overlap with the geographic nature of where they live or what we are naming because we don't have the large family ranches anymore. If its service to the town, does search and rescue qualify for service to the town. What if we had a sheriff's officer killed in the line of duty within our boundaries? Is that extraordinary heroism or service?

Mrs. Slater pointed out Stodick Park, Gardner Park and Lampe Park were lands that were donated.

Mrs. Jones added that goes into how much money are would an applicant be putting into the project. Maybe we have the land already but we need a building. What if somebody came forward and gave 67% for a building?

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Approved.
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Approved.

No public comment.

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

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Chairwoman Wenner did not understand what kind of guidelines they were looking for.

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Mr. Higuera wouldn't want people down there when the pond is full of water. It's such a loosely put together dog park it's hard to name it.

Mr. Dallaire does not think the town should be picking up the tab on the fence. It is a detention pond. If we're going to turn it into a dog park Search and Rescue would help get grants and the matching funds would come from them.

Mr. Higuera liked the sign they saw the last time. It tells a story. It's more effective than naming the park after someone.

Mrs. Slater shared we have a lot of amenities that are in everybody's price range. I just think that's better than trying to put a name on there and having a conflict with others.

Mr. Miller stated the money from the benches came from different parties. Trying to say 51 percent comes from one entity maybe doesn't happen. I don't know if this clarifies that or not.

Mrs. Jones believed the issue of the dog park is what made it come to light. We have another subdivision coming in and the next level of naming is going to happen.

Mr. Dallaire shared the primary use is a storm drain. I don't want to call it a park; it could be a dog facility or off lead area. K-9 Korral is easy. If they provide the funding for all of it I don't see why that should be an issue. Mike approved everything that is in black. I think service and monetary contribution is fine. I don't know that Annie E Thomas K-9 Korral is the way to go, but I don't see a problem with it being K-9 Korral.

Mrs. Slater does not think naming things after someone is a good town policy. I think you're better off with 3a.

Chairwoman Wenner asked if the Board wanted to approve the policy or does Tom need to change it again.

Mrs. Jones had some clarifications if we approve this. I think under e #3 sub e sub i talks about extraordinary service to the community. I think that needs to say "to the town of Gardnerville" so we are very specific. As much as Annie provided immense community service, this is a Gardnerville facility and they have to link her service to Gardnerville for us to consider it. I think we have to decide what the percentage would be of contribution to acquisition, construction and improvement. I think it should be more than one/half. I think it needs to be a super majority, which is how I picked 67%. The way I envision the dog park is that the town's commitment to creating the K-9 Korral would be relatively limited. We would be doing a bench, dog pots, a fence and some signs. Everything else that comes with it becomes minor memorials. The drinking fountain would fall under the minor memorial. We don't have the resources to put in a \$6,000 water fountain or dog toys. We can make sure there is fence and grass.

Mr. Higuera asked who pays for the memorials we have in the park now?

Mr. Dallaire answered the people who request it pay 100%.

Mr. Higuera felt if we agree to put up the storyboard they should pay 100% of it.

Mrs. Slater agreed with Mr. Miller that some memorials can be made up of many people.

Mr. Dallaire asked if they are in agreement that the town's portion of the dog facility should be a fence, one bench and a dog waste container.

Mr. Hales advised talking about what you are going to put in the facility is outside the scope of the agenda.

Mr. Dallaire is just trying to get what the policy should say. What items on the service and monetary contribution are beyond the town's scope and how does that affect the 51%? On page 7-4 under ei, the town owns the property already. The amenity on site is the detention facility. As a secondary use it is a dog facility. There is a path around the facility. We have fencing to put in. This is stuff we need to budget.

Mr. Hales responded this agenda item is for this policy, not for the amenities.

Mrs. Jones thought the issue is if we have a facility coming we have to know what we want to do with it before the applicant can say I can put up 51 or 67%. Not having a clear plan on the dog corral hinders the applicant's ability to

say please name it. We have to know what we consider the facility before they can even apply. Take a future walking path through the new developments that will come. We have to know where it is going and what we intend to do with it before it can be named in a formal sense.

Mr. Miller asked if the benches were approved by Main Street and put together by people contributing to the Main Street program. Can Main Street be the applicant?

Mr. Dallaire believed that is covered under the existing policy 18.23.

No public comment.

Mrs. Slater's recommendation is we leave it on page 7-3, that if we name something it has to have historical significance, geographical identifiers, natural characteristics and an outstanding feature of the property or facility. I do not support naming any facility after an individual. I don't mean to be disrespectful to anybody. We have other ways of memorializing our residents. I think that's a better way of handling it. I would stop it after #3. I would not come up with any service or monetary contribution. I would not name facilities or anything after people.

Mr. Dallaire asked if they all agreed to no naming of facilities.

Mrs. Jones suggested eliminating ei and that would keep Linda's proposal intact. If a current owner donates land and wants a park named after him, and doesn't have the heritage of owning the land for 100 or 200 years, he wouldn't qualify here.

Mrs. Slater's question would be: Is he really contributing by donating the land or is it part of a requirement to the town or county that it has to have so much open land. That's different than donating.

Mr. Dallaire advised that Arbor Gardens was required to put in a park.

Mrs. Jones stated the facility had to be named so we named it Arbor Gardens Park.

Mr. Higuera asked if we should put this off until next month.

Mrs. Slater would like to make the decision tonight and take care of it.

Chairwoman Wenner asked if we're saying they have to donate a 100% of the property before we'll even consider putting their name on it.

Mrs. Slater would add something that says the town will not have a policy of naming a park after an individual but refer back to #3, it should have these four criteria.

Mrs. Jones would respectfully disagree. I think we should have a policy that does allow the potential for future boards to consider the extraordinary service of deceased members to the town of Gardnerville. I don't think it's kicking the can down the road. It would fall under e sub i, which is the extraordinary volunteerism. You have to name a facility at the time or during development. We should, with limitations, allow someone who has given extraordinary service to the Town of Gardnerville to be considered. Then we should have that conversation or a future board should have that conversation. We shouldn't cut that conversation off entirely at this point. By saying there needs to be some extraordinary service, that the organization coming forward needs to know that they are putting 2/3rds of a public facility, which is far more than any minor memorial.

Mrs. Slater asked if you did that, are you putting it back to Tom to figure out what the 2/3 cost would be.

Mrs. Jones would have to know that in a general sense if someone is building a park. We would have to know that before we budget to build the park ourselves.

Mr. Dallaire is facing a time issue. People are using it and not just dog owners. Naming under 3a, do we need to add another line?

Mrs. Jones noted the criteria is a and e sub i. I agree that the first consideration should be geographic. The strongest factor is to be geographical or historical nature. Then we can consider naming it after an individual who has contributed extraordinary service to the town.

**Motion Jones/Miller to approve the policy as presented with the following edits: on page 7-3 under 3a3 turn that “and” into an “or.” On page 7-4 under e sub i change the word “the community” into “the town of Gardnerville” and under ei and eii make sure that instead of 51% it is 2/3rds. Keep the red type, and the 2/3rds in both cases. Motion carried with Wenner, Miller, Higuera and Jones voting yea and Slater nay.**

8.  **For Possible Action:** Discussion to approve or deny four (4) options regarding the possible acquisition from Spence Properties of the property containing 3.35 acres along Gilman Avenue, APN 1320-33-412-001, approved by the board at the May board meeting, in the amount of \$275,000;
- A) \$100,000 down payment with three annual payments at 5% interest financed by the seller;
  - B) \$150,000 down payment with two annual payments at 5% interest financed by the seller;
  - C) \$185,000 down payment with two annual payments at 3% interest financed by borrowing from the Valley Vision Fund on county approval;
  - D) Because of the seller’s change of terms offered by the seller’s agent, which were relied upon by the board to approve the purchase at the May board meeting, a possible vote to reconsider the approval of purchase of the property followed by a vote to deny the purchase of the property; with public comment prior to board action.

Mr. Higuera asked in the item one place it says five percent interest in option A and then later in your recommendation it says option A is 3.5 percent interest.

Mr. Dallaire heard back from the seller after the agenda was posted. He wasn’t able to change the agenda item but changed the agenda action sheet. Mr. Bob Spence, according to Mr. Egan, did approve giving us a 3.5 percent rate and not 5.

Mr. Higuera believed the least expensive option is the Valley Vision.

Mr. Dallaire spoke with Lisa Granahan. Lisa talked to Larry and Larry is bringing Christine in on this. From what Lisa talked about the process would have to go through the county commission. I think we should just take that option off all together.

Mr. Miller asked if the property directly across from the park has been transferred to the church. And, if so, what price did they pay?

Mr. Dallaire answered yes. I believe they paid \$330,000 for the property. It is six acres but they have a larger portion of land in the flood plain.

Mr. Higuera asked if the \$125,000 would be putting them in a bind.

Mr. Dallaire would be more comfortable with \$125,000 rather than with \$150,000.

Chairwoman Wenner would hate to leave the town short. She would rather go with the smaller amount.

Mrs. Jones felt if we could put the \$125,000 down without endangering our current projects, have less of an annual payment over the next three years and still save money, then whatever emergency happens that we don’t see coming we still have a little more money in our budget. If we don’t experience that emergency then we could prepay.

Chairwoman Wenner asked if there was a prepayment penalty?

Mr. Dallaire answered no. Just below the table, the 614 fund has about \$83,000 in there. We could use that to get to the \$50,000. We currently have encumbered \$102,000. We could do another \$20,000 to get to \$150,000, but I would suggest combining the two funds and an additional \$12,000 from board designated. We don’t have to do the \$150,000 out of this year. We could use up to \$38,000 or \$40,000 from 614.

No public comment.

Mr. Dallaire asked if they want to do \$125,000 or \$150,000?

The board agreed \$125,000.

Mr. Dallaire asked if they wanted the \$25,000 to come out of the 614 fund? We have \$102,000 out of board designated and in addition \$25,000 out of the 614 fund.

**Motion Miller/Slater to purchase this property with \$100,000 plus escrow costs down payment using the 610 board designated fund and using \$25,000 additional funds from the 614 fund at 3.5 percent interest for three additional payments. Motion carried unanimously.**

9.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for June 2016.**

Mr. Hale reported Mike worked on everything that was on the agenda this month.

Mr. Dallaire mentioned Mike also worked on the boundary line adjustment. I am having Mike write that up. I think Bill resubmitted the plan revision to the county so we can get the mylars created and give Dave the money for that piece of property to get it finalized. Hopefully this month it will be done.

10.  **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for June 2016.**

Mr. Miller asked about Item B. Who are you working with at NDOT that is giving all the changes for the crosswalks.

Mr. Dallaire answered Tanya. She is out on leave for a while so now it is Kirsten Bale. I can give you her contact information.

Mr. Miller contacted NDOT and tried to get a hold of Lee Bonner. Lee is not known anyplace in there. I talked to a nice lady by the name of Guinevere. She told me to call back with the name of who is in charge of the project and she will try to get it going. I compared that project to what is going on down in Minden with the Bently crosswalk. She will make some contacts and see how much faster we can get this going.

Mr. Dallaire advised we have been working with Dean Morton. We provided the SHPO information for the crosswalks. We have contacted the person who has helped us with all the street lights - Gary Whisler. NV Energy has approved the Kingslane meter so there is a contract here that I will sign. Then we can get the meter installed at Kingslane as soon as we get a contractor and the redlines come back from NDOT. Anderson is finalizing the maintenance yard plans. There will be a block wall in front. We are going to add a new storm drain in Raley's so we will have to replace some sidewalk. I will have to get permission from Raley's for construction access. The trails back behind Raley's and Toiyabe/Toler we want to do all at the same time, one contractor, two projects. The new street light we put in is on Gilman just past Chichester. Is the Board okay with using those lights throughout town? They are a lot nicer and less light. NV Energy may be moving forward with the LED version of the light that is out here. They have ordered lights from Great Basin. We will want to replace our lights with something similar. Met with the church this morning and talked with the engineer and consultants. They will start work next week on Mill Street. I worked on plans today. Met with RCI and they will submit our permit to Army Corp for Kingslane tomorrow.

Mr. Miller asked if we contracted the curb and street weed spraying out to the county?

Mr. Dallaire answered not all of it, just project by project. I will coordinate with Phil (Town of Genoa) on getting a date for open meeting law training and land use. We are looking at doing tablets and a type of square reader for credit cards. We are working with Cayan on that and getting the process changed. We have a tablet that has a mobile connection so we can use it at events. Adding fees is not as easy as it sounds. It will have to be programmed in to our software in order for it to work and calculate the fees.

2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)

No public comment.

Meeting adjourned at 6:10 p.m.

**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:** August 2, 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:**

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

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Approve Health and Sanitation & Public Works Departments Monthly Report of activities
2. **Recommended Motion:** Approve as submitted  
**Funds Available:**  Yes       N/A
3. **Department:** Administration  
**Prepared by:** Carol Louthan
4. **Meeting Date:** August 2, 2016
5. **Time Requested:** N/A
6. **Agenda:**  Consent       Administrative

**7. Background Information:**  
**Trash** (June figures)

**Credit Cards** (June figures)

Residential Accounts	1790
Commercial Accounts	223
Green Waste Accounts	1325
Cleanup Dumpsters	10
X-cans	400
# of new residential accounts	7 accts transferred to new owners
# of new commercial accounts	0
Minimum User Accounts	33
Total tons of trash	379.5
Total tons of Greenwaste	29.67

Total Amount	\$7302.17	
Total Transactions	69	
Visa Debit	26	\$1,735.10
Visa	29	\$4,017.30
Mastercard Debit	0	
Mastercard	9	\$1,146.93
ACH/E Check	5	\$402.84

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:** Approve July 2016 claims.

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

3. **Department:** Administration

**Prepared by:** Carol Louthan

4. **Meeting Date:** August 2, 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:**

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



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 921 - Gardnerville Admin</b>										
<b>Account 510.150 - Board Compensation</b>										
4288 - Higuera Lloyd W	7/16 BOARD	G'VILLE	Paid by Check # 651143		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
24008 - Jones Cassandra Esq	7/16 BOARD	G'VILLE	Paid by Check # 651159		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
28960 - Miller Kenneth	7/16 BOARD	G'VILLE	Paid by Check # 651172		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
2969 - Slater Linda	7-16 BOARD	G'VILLE	Paid by Check # 651235		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
Account 510.150 - Board Compensation Totals Invoice Transactions 4										\$1,000.00
<b>Account 511.201 - PEBS-Ret.Medical</b>										
20219 - NV ST Public Employees	6-16 PREMIUMS	731	Paid by Check # 650627		06/01/2016	06/24/2016	06/24/2016		06/24/2016	8.88
Account 511.201 - PEBS-Ret.Medical Totals Invoice Transactions 1										\$8.88
<b>Account 520.055 - Telephone Expense</b>										
13097 - Verizon Wireless	9766336840	842011146-00001	Paid by Check # 650701		06/01/2016	06/24/2016	06/24/2016		06/24/2016	390.37
29103 - Frontier	782-7134 6/16	77578271340502795	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	104.41
29103 - Frontier	782-3856 6/16	77578238560808025	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	51.89
13097 - Verizon Wireless	9767975555	842011146-00001	Paid by Check # 651791		07/01/2016	07/22/2016	07/22/2016		07/22/2016	277.72
Account 520.055 - Telephone Expense Totals Invoice Transactions 4										\$824.39
<b>Account 520.060 - Postage/Po Box Rent</b>										
25294 - F P Mailing Solutions	RI102379508	600003046	Paid by Check # 650831		06/16/2016	06/30/2016	06/30/2016		06/30/2016	45.00
Account 520.060 - Postage/Po Box Rent Totals Invoice Transactions 1										\$45.00
<b>Account 520.064 - Travel</b>										
12997 - Do Co Procurement Program	5-16 DALLIARE	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	975.00
21673 - Dallaire Tom	5/22-26/16	TRAVEL	Paid by Check # 651093		05/25/2016	07/08/2016	06/30/2016		07/08/2016	176.60
Account 520.064 - Travel Totals Invoice Transactions 2										\$1,151.60
<b>Account 520.072 - Advertising</b>										
12997 - Do Co Procurement Program	5-16 DALLIARE	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	475.00
Account 520.072 - Advertising Totals Invoice Transactions 1										\$475.00

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Department 921 - Gardnerville Town</b>										
<b>Account 520.084 - Replacement &amp; Repair</b>										
12997 - Do Co Procurement Program	5-16 PLUT	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	9.99
20845 - Clark Plumbing & Heating Co Inc	0000831484	0007133	Paid by Check # 651087		06/23/2016	07/08/2016	06/30/2016		07/08/2016	173.75
2549 - Dallaire Tom-Petty Cash	6-16 GVILLE2	PETTY CASH	Paid by Check # 650801		06/24/2016	06/30/2016	06/30/2016		06/30/2016	8.00
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016		06/30/2016	47.00
Account 520.084 - Replacement & Repair Totals Invoice Transactions 4										
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016		07/15/2016	191.81
Account 520.089 - Power										
Account 520.089 - Power Totals Invoice Transactions 1										
1429 - Gardnerville Water Company	640.01 6/16	640.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	44.60
1429 - Gardnerville Water Company	690.01 6/16	690.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	84.30
Account 520.090 - Water										
Account 520.090 - Water Totals Invoice Transactions 2										
3021 - Southwest Gas-Las Vegas	0015779022 6-16	2410015779022	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	16.70
3021 - Southwest Gas-Las Vegas	1072224004 6-16	2411072224004	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	17.93
3021 - Southwest Gas-Las Vegas	1188600002 6-16	2411188600002	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016		06/30/2016	14.69
Account 520.092 - Heating										
Account 520.092 - Heating Totals Invoice Transactions 3										
2030 - Minden-Gardnerville Sanitation	16-070285	0296	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	67.53
2030 - Minden-Gardnerville Sanitation	16-070575	0594	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	21.10
Account 520.093 - Utilities-Sewer										
Account 520.093 - Utilities-Sewer Totals Invoice Transactions 2										
27347 - A+ Janitorial Service	TOG0616	GVILLE	Paid by Check # 651026		06/23/2016	07/08/2016	06/30/2016		07/08/2016	100.00
Account 520.098 - Janitorial Services										
Account 520.098 - Janitorial Services Totals Invoice Transactions 1										

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 520.136 - Rents & Leases Equipment										
4753 - Ricoh USA Inc	97022767	1481234-3433221	Paid by Check # 650963		06/10/2016	06/30/2016	06/30/2016		06/30/2016	165.41
4753 - Ricoh USA Inc	5043104404	16769392	Paid by Check # 651713		07/01/2016	07/22/2016	06/30/2016		07/22/2016	101.02
			Account 520.136 - Rents & Leases Equipment Totals				Invoice Transactions 2			\$266.43
2040 - ICMA Membership Renewal	583683 16/17	DALLAIRE	Paid by Check # 650568		05/19/2016	06/24/2016	06/24/2016		06/24/2016	755.00
2313 - Nevada League Of Cities & Muni	2016-19	GVILLE	Paid by Check # 651416		06/27/2016	07/15/2016	07/15/2016		07/15/2016	2,972.73
			Account 520.170 - Memberships Totals				Invoice Transactions 2			\$3,727.73
15887 - Charter Communications	0012509 7/16	8354110060012509	Paid by Check # 651546		07/02/2016	07/22/2016	07/22/2016		07/22/2016	64.99
			Account 520.187 - Internet Expense Totals				Invoice Transactions 1			\$64.99
10816 - Rowe Hales & Yturvide LLP	26058	GVILLE	Paid by Check # 651222		06/21/2016	07/08/2016	06/30/2016		07/08/2016	1,660.00
10816 - Rowe Hales & Yturvide LLP	26135	GVILLE	Paid by Check # 651716		07/06/2016	07/22/2016	06/30/2016		07/22/2016	540.00
			Account 521.130 - Legal Services Totals				Invoice Transactions 2			\$2,200.00
2667 - Record Courier	7034794 16-17	7034794/GVILLE	Paid by Check # 651442		06/20/2016	07/15/2016	07/15/2016		07/15/2016	29.90
			Account 532.056 - Subscriptions Totals				Invoice Transactions 1			\$29.90
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	295.61
12997 - Do Co Procurement Program	5-16 NICHOLSON	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	40.00
12997 - Do Co Procurement Program	6-16 LOUTHAN	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	5.98
8479 - Tahoe Supply Co	620625	TOWNGV	Paid by Check # 651243		06/23/2016	07/08/2016	06/30/2016		07/08/2016	30.00
			Account 533.800 - Office Supplies Totals				Invoice Transactions 4			\$371.59

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 533.806 - Software										
7185 - SHI International Corp	B05068090	1031693	Paid by Check # 650660		06/06/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	885.00
12997 - Do Co Procurement Program	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	619.38
16648 - E Squared C Inc	43769	GVILLE	Paid by Check # 651570		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	37.50
Account 533.806 - Software Totals Invoice Transactions 3										\$1,541.88
Account 533.817 - Small Projects										
11985 - Ace Hardware	108449/1	1236	Paid by Check # 651276		06/08/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	9.28
13485 - Ahern Rentals Inc	16210635-1	205304	Paid by Check # 651278		06/14/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	24.44
13485 - Ahern Rentals Inc	16222386-1	205304	Paid by Check # 651278		06/16/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	27.99
13485 - Ahern Rentals Inc	16229858-1	205304	Paid by Check # 651278		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	17.98
13485 - Ahern Rentals Inc	16241292-1	205304	Paid by Check # 651278		06/21/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	5.99
271 - Carson Valley Signs	1779	GVILLE	Paid by Check # 650783		06/14/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	207.70
2121 - Meeks Lumber	958499	06G1570	Paid by Check # 651404		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	27.06
9839 - Quick Space Inc	1444122	GVILLE	Paid by Check # 650952		06/19/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	778.50
22633 - Sierra Nevada Media Group	6688-06302016	8574868	Paid by Check # 651735		06/30/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	296.63
Account 533.817 - Small Projects Totals Invoice Transactions 9										\$1,395.57
Account 550.001 - Miscellaneous Expenses										
4337 - NV ST Dept of Public Safety	39747*GVILLE	880005/REPLACEMENT CHECK	Paid by Check # 650624		05/02/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	38.25
Account 550.001 - Miscellaneous Expenses Totals Invoice Transactions 1										\$38.25
Department 921 - Gardnerville Admin Totals Invoice Transactions 51										\$13,938.61

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 923 - Parks & Recreation Account 520.037 - Weed Spraying										
1130 - Do Co Weed Control	2660	GVILLE	Paid by Check # 651112		06/03/2016	07/08/2016	06/30/2016		07/08/2016	157.69
1130 - Do Co Weed Control	2664	GVILLE	Paid by Check # 651112		06/06/2016	07/08/2016	06/30/2016		07/08/2016	211.55
				Account 520.037 - Weed Spraying Totals			Invoice Transactions 2			\$369.24
12997 - Do Co Procurement Program	5-16 LACOST	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	380.00
13485 - Ahern Rentals Inc	16217410-1	205304	Paid by Check # 651278		06/15/2016	07/15/2016	06/30/2016		07/15/2016	8.32
13485 - Ahern Rentals Inc	16241078-1	205304	Paid by Check # 651278		06/21/2016	07/15/2016	06/30/2016		07/15/2016	14.99
12997 - Do Co Procurement Program	6-16 LACOST	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	33.47
1268 - Ewing Irrigation Products	1567547	30447	Paid by Check # 651117		06/04/2016	07/08/2016	06/30/2016		07/08/2016	472.00
1268 - Ewing Irrigation Products	1702328	30447	Paid by Check # 651117		06/24/2016	07/08/2016	06/30/2016		07/08/2016	26.02
2510 - Parts House	684003	4170	Paid by Check # 651438		06/22/2016	07/15/2016	06/30/2016		07/15/2016	.67
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016		06/30/2016	120.00
3457 - Western Nevada Supply Company	16659174	71273	Paid by Check # 651492		06/14/2016	07/15/2016	06/30/2016		07/15/2016	212.53
3457 - Western Nevada Supply Company	CM16659174	71273	Paid by Check # 651492		06/15/2016	07/15/2016	06/30/2016		07/15/2016	(79.10)
3457 - Western Nevada Supply Company	16668073	71273	Paid by Check # 651492		06/22/2016	07/15/2016	06/30/2016		07/15/2016	35.10
				Account 520.084 - Replacement & Repair Totals			Invoice Transactions 11			\$1,224.00
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016		07/15/2016	444.95
				Account 520.089 - Power Totals			Invoice Transactions 1			\$444.95

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 923 - Parks &amp; Recreation</b>										
<b>Account 520.090 - Water</b>										
1429 - Gardnerville Water Company	1302.01 6/16	1302.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	1,410.98
1429 - Gardnerville Water Company	1321.01 6/16	1321.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	95.12
1429 - Gardnerville Water Company	1340.01 6/16	1340.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	76.23
1429 - Gardnerville Water Company	1348.01 6/16	1348.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	1,154.61
1429 - Gardnerville Water Company	1373.01 6/16	1373.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	115.10
1429 - Gardnerville Water Company	1745.01 6/16	1745.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	172.01
1429 - Gardnerville Water Company	2139.01 6/16	2139.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	82.99
1429 - Gardnerville Water Company	2140.01 6/16	2140.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	127.68
1429 - Gardnerville Water Company	2226.01 6/16	2226.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	355.90
1429 - Gardnerville Water Company	2297.01 6/16	2297.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	792.91
1429 - Gardnerville Water Company	2431.01 6/16	2431.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	257.19
1429 - Gardnerville Water Company	2593.01 6/16	2593.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	346.25
1429 - Gardnerville Water Company	2624.01 6/16	2624.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	68.00
1429 - Gardnerville Water Company	2641.02 6/16	2641.02	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016		07/15/2016	527.71
2153 - Minden Town of	1862.01 6/16	1862.01	Paid by Check # 651407		06/27/2016	07/15/2016	06/30/2016		07/15/2016	31.55
Account 520.090 - Water Totals Invoice Transactions 15										\$5,614.23
2030 - Minden-Gardnerville Sanitation	16-070757	0778	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016		07/22/2016	126.61
Account 520.093 - Utilities-Sewer Totals Invoice Transactions 1										\$126.61
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	78.70
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	168.33
Account 532.003 - Gas & Oil Totals Invoice Transactions 2										\$247.03

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b> <b>Department 923 - Parks &amp; Recreation</b> <b>Account 533.817 - Small Projects</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	557.42
16634 - ABE Printing & Copy Inc	13800	GVILLE	Paid by Check # 651030		06/15/2016	07/08/2016	06/30/2016		07/08/2016	210.00
7132 - Accolades	11009	GVILLE	Paid by Check # 651031		06/24/2016	07/08/2016	06/30/2016		07/08/2016	72.37
11985 - Ace Hardware	108888/1	1236	Paid by Check # 651276		06/24/2016	07/15/2016	06/30/2016		07/15/2016	4.99
11985 - Ace Hardware	108936/1	1236	Paid by Check # 651276		06/27/2016	07/15/2016	06/30/2016		07/15/2016	15.48
13485 - Ahern Rentals Inc	16199004-1	205304	Paid by Check # 651278		06/13/2016	07/15/2016	06/30/2016		07/15/2016	227.00
271 - Carson Valley Signs	1780	GVILLE	Paid by Check # 650783		06/14/2016	06/30/2016	06/30/2016		06/30/2016	65.00
30248 - Criterion Pictures USA	414855	14791	Paid by Check # 651557		06/10/2016	07/22/2016	06/30/2016		07/22/2016	420.00
12997 - Do Co Procurement Program	6-16 LOCHRIDGE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	25.08
12997 - Do Co Procurement Program	6-16 TUTHILL	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	77.90
22633 - Sierra Nevada Media Group	6688-06302016	8574868	Paid by Check # 651735		06/30/2016	07/22/2016	06/30/2016		07/22/2016	296.62
31115 - Swank Motion Pictures Inc	2197965	0223170001	Paid by Check # 651761		06/24/2016	07/22/2016	06/30/2016		07/22/2016	578.00
31630 - Sierra Event Rentals LLC	1469	GVILLE	Paid by Check # 651450		02/24/2016	07/15/2016	07/15/2016		07/15/2016	550.00
5666 - Allied Uniform Sales	3967	GVILLE	Paid by Check # 651510		06/29/2016	07/22/2016	07/22/2016		07/22/2016	524.86
								Account 533.817 - Small Projects Totals	Invoice Transactions 14	\$3,624.72
								Department 923 - Parks & Recreation Totals	Invoice Transactions 46	\$11,650.78

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b> <b>Department 926 - Other Public Works</b> <b>Account 520.084 - Replacement &amp; Repair</b> <b>5-16 LOUTHAN</b>										
12997 - Do Co Procurement Program		GVILLE								
11985 - Ace Hardware	108720/1	1236	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	144.77
13485 - Ahern Rentals Inc	16213967-1	205304	Paid by Check # 651276		06/18/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	7.16
8043 - Mark Smith Tire Center Inc	71700150349	A17-14675	Paid by Check # 651278		06/14/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	305.86
8043 - Mark Smith Tire Center Inc	71700150350	A17-14675	Paid by Check # 651637		06/11/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	979.96
12198 - O'Reilly Auto Parts	3530-458132	1075650	Paid by Check # 651637		06/11/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	193.56
12198 - O'Reilly Auto Parts	3530-458541	1075650	Paid by Check # 651678		06/10/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	89.95
12198 - O'Reilly Auto Parts	3530-458626	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	40.59
12198 - O'Reilly Auto Parts	3530-458634	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	15.99
12198 - O'Reilly Auto Parts	3530-458974	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	6.29
12198 - O'Reilly Auto Parts	3530-458999	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	630.30
12198 - O'Reilly Auto Parts	3530-459002	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	37.71
12198 - O'Reilly Auto Parts	3530-459040	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	(4.19)
12198 - O'Reilly Auto Parts	3530-459435	1075650	Paid by Check # 651678		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	278.44
12198 - O'Reilly Auto Parts	3530-459452	1075650	Paid by Check # 651678		06/17/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	48.69
28009 - Yager's Garage	1029	GVILLE	Paid by Check # 651678		06/17/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	54.56
<b>Account 520.084 - Replacement &amp; Repair Totals</b> Invoice Transactions 16										\$3,134.64
<b>Account 520.095 - Street Lights</b>										
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	6,168.65
<b>Account 520.095 - Street Lights Totals</b> Invoice Transactions 1										\$6,168.65

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Vendor: Fund 610 - Gardnerville Town</b>										
<b>Department 926 - Other Public Works</b>										
<b>Account 520.103 - Maint Road</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	87.73
11985 - Ace Hardware	108612/1	1236	Paid by Check # 651276		06/14/2016	07/15/2016	06/30/2016		07/15/2016	13.98
11985 - Ace Hardware	108723/1	1236	Paid by Check # 651276		06/18/2016	07/15/2016	06/30/2016		07/15/2016	12.88
11985 - Ace Hardware	108780/1	1236	Paid by Check # 651276		06/21/2016	07/15/2016	06/30/2016		07/15/2016	24.26
2121 - Meeks Lumber	954777	06G1570	Paid by Check # 651404		06/01/2016	07/15/2016	06/30/2016		07/15/2016	32.64
8523 - Nichols Consulting Engineers	643042501	643.04.25	Paid by Check # 651663		07/08/2016	07/22/2016	06/30/2016		07/22/2016	9,260.80
<b>Account 520.103 - Maint Road Totals</b>										
										<b>\$9,432.29</b>
<b>Account 520.116 - Veh. Maint-Co Shop</b>										
4268 - Do Co Vehicle Maintenance	6@16 TRANSFER	MOTOR POOL	Paid by Check # 651563		07/13/2016	07/22/2016	06/30/2016		07/22/2016	289.04
<b>Account 520.116 - Veh. Maint-Co Shop Totals</b>										
										<b>\$289.04</b>
<b>Account 520.155 - Licensing</b>										
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	36.25
<b>Account 520.155 - Licensing Totals</b>										
										<b>\$36.25</b>
<b>Account 520.200 - Training &amp; Education</b>										
12997 - Do Co Procurement Program	6-16 LOUTHAN	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	90.00
<b>Account 520.200 - Training &amp; Education Totals</b>										
										<b>\$90.00</b>
<b>Account 532.003 - Gas &amp; Oil</b>										
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	355.65
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	435.98
<b>Account 532.003 - Gas &amp; Oil Totals</b>										
										<b>\$791.63</b>
<b>Account 532.019 - Storm Drain Maintenance</b>										
12997 - Do Co Procurement Program	6-16 PLUT	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	20.97
<b>Account 532.019 - Storm Drain Maintenance Totals</b>										
										<b>\$20.97</b>

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 610 - Gardnerville Town</b>										
<b>Department 926 - Other Public Works</b>										
<b>Account 532.028 - Uniforms</b>										
5785 - Alisco Inc	LREN1153348	000330	Paid by Check # 651038		06/07/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1155469	000330	Paid by Check # 651038		06/14/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1157694	000330	Paid by Check # 651038		06/21/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LREN1159874	000330	Paid by Check # 651038		06/28/2016	07/08/2016	06/30/2016		07/08/2016	4.39
16322 - Plut Michael R	6-16 BOOTS	GVILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	89.99
16322 - Plut Michael R	6-16 PANTS	GVILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	94.96
					<b>Account 532.028 - Uniforms Totals</b>			Invoice Transactions 6		<b>\$202.51</b>
<b>Account 532.116 - Crack Seal Maintenance</b>										
5352 - Construction Sealants & Supply	R104457 LOST	GARDNIT	Paid by Check # 650526		05/04/2016	06/24/2016	06/24/2016		06/24/2016	146.07
					<b>Account 532.116 - Crack Seal Maintenance Totals</b>			Invoice Transactions 1		<b>\$146.07</b>

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount								
<b>Fund 610 - Gardnerville Town</b>																		
<b>Department 926 - Other Public Works</b>																		
Account 562.000 - Capital Projects	7208	GVILLE	Paid by Check # 650494		06/10/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	832.17								
31525 - Bramco Construction Corp	92041	GVILLE	Paid by Check # 650593		06/06/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	2,812.00								
2012 - Lumos and Associates Inc	14338	GVILLE	Paid by Check # 650600		05/31/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	1,760.00								
14825 - McGinley and Associates Inc	7222	GVILLE	Paid by Check # 651529		07/07/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	832.17								
31525 - Bramco Construction Corp	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	126.84								
12997 - Do Co Procurement Program	92212	8939.000	Paid by Check # 651397		06/30/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	4,628.00								
2012 - Lumos and Associates Inc	14339	GVILLE	Paid by Check # 650918		01/31/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	3,760.00								
14825 - McGinley and Associates Inc	14551	GVILLE	Paid by Check # 650918		03/31/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	608.50								
14825 - McGinley and Associates Inc	37835	1393-019-16	Paid by Check # 651209		05/23/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	3,750.00								
5189 - R O Anderson Engineering Inc	37818	1393-018-16/GVILLE	Paid by Check # 651209		05/23/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	1,140.00								
5189 - R O Anderson Engineering Inc	37926	1393-018-16/GVILLE	Paid by Check # 651704		06/20/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	570.00								
2702 - Resource Concepts Inc	16-00744	16-169/GVILLE	Paid by Check # 651215		06/20/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	1,078.75								
20313 - Titor Title Co	7-16 GILMAN/EZEL	GVILLE/EARNEST MONEY	Paid by Check # 651778		07/11/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	2,000.00								
<table border="0" style="width: 100%;"> <tr> <td>Account 562.000 - Capital Projects Totals</td> <td>Invoice Transactions 13</td> <td>\$23,898.43</td> </tr> <tr> <td>Department 926 - Other Public Works Totals</td> <td>Invoice Transactions 49</td> <td>\$44,210.48</td> </tr> <tr> <td>Fund 610 - Gardnerville Town Totals</td> <td>Invoice Transactions 146</td> <td>\$69,799.87</td> </tr> </table>										Account 562.000 - Capital Projects Totals	Invoice Transactions 13	\$23,898.43	Department 926 - Other Public Works Totals	Invoice Transactions 49	\$44,210.48	Fund 610 - Gardnerville Town Totals	Invoice Transactions 146	\$69,799.87
Account 562.000 - Capital Projects Totals	Invoice Transactions 13	\$23,898.43																
Department 926 - Other Public Works Totals	Invoice Transactions 49	\$44,210.48																
Fund 610 - Gardnerville Town Totals	Invoice Transactions 146	\$69,799.87																

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 & Sanitation Department 925 - Health & Sanitation Account 510.150 - Board Compensation										
4288 - Higuera Lloyd W	7/16 BOARD	GVILLE	Paid by Check # 651143		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
24008 - Jones Cassandra Esq	7/16 BOARD	GVILLE	Paid by Check # 651159		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
28960 - Miller Kenneth	7/16 BOARD	GVILLE	Paid by Check # 651172		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
2969 - Slater Linda	7-16 BOARD	GVILLE	Paid by Check # 651235		06/30/2016	07/08/2016	07/08/2016		07/08/2016	250.00
Account 510.150 - Board Compensation Totals Invoice Transactions 4										\$1,000.00
Account 516.120 - Contract Salaries										
21697 - Blue Ribbon Personnel Services	37720	653202	Paid by Check # 650762		06/17/2016	06/30/2016	06/30/2016		06/30/2016	407.00
21697 - Blue Ribbon Personnel Services	37850	653202	Paid by Check # 651058		06/24/2016	07/08/2016	06/30/2016		07/08/2016	740.00
21697 - Blue Ribbon Personnel Services	37985	653202	Paid by Check # 651305		07/01/2016	07/15/2016	06/30/2016		07/15/2016	740.00
21697 - Blue Ribbon Personnel Services	38118	653202	Paid by Check # 651526		07/08/2016	07/22/2016	06/30/2016		07/22/2016	740.00
Account 516.120 - Contract Salaries Totals Invoice Transactions 4										\$2,627.00
Account 520.055 - Telephone Expense										
13097 - Verizon Wireless	9766336840	842011146-00001	Paid by Check # 650701		06/01/2016	06/24/2016	06/24/2016		06/24/2016	390.38
29103 - Frontier	782-7134 6/16	77578271340502795	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	104.42
29103 - Frontier	782-3856 6/16	77578238560808025	Paid by Check # 650854		06/16/2016	06/30/2016	06/30/2016		06/30/2016	51.88
13097 - Verizon Wireless	9767975555	842011146-00001	Paid by Check # 651791		07/01/2016	07/22/2016	07/22/2016		07/22/2016	277.71
Account 520.055 - Telephone Expense Totals Invoice Transactions 4										\$824.39
Account 520.060 - Postage/Po Box Rent										
25294 - F P Mailing Solutions	RI102379508	600003046	Paid by Check # 650831		06/16/2016	06/30/2016	06/30/2016		06/30/2016	45.00
Account 520.060 - Postage/Po Box Rent Totals Invoice Transactions 1										\$45.00
Account 520.084 - Replacement & Repair										
12997 - Do Co Procurement Program	5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	104.90
12997 - Do Co Procurement Program	5-16 PLUT	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	10.00
11985 - Ace Hardware	108640/1	1236	Paid by Check # 651276		06/15/2016	07/15/2016	06/30/2016		07/15/2016	24.95
11985 - Ace Hardware	108943/1	1236	Paid by Check # 651276		06/27/2016	07/15/2016	06/30/2016		07/15/2016	2.10

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair										
7100 - Amrep Inc	283648	GAR050	Paid by Check # 651285		06/28/2016	07/15/2016	06/30/2016		07/15/2016	108.16
20845 - Clark Plumbing & Heating Co Inc	0000831484	0007133	Paid by Check # 651087		06/23/2016	07/08/2016	06/30/2016		07/08/2016	173.75
12198 - O'Reilly Auto Parts	3530-456519	1075650	Paid by Check # 651678		06/02/2016	07/22/2016	06/30/2016		07/22/2016	6.99
12198 - O'Reilly Auto Parts	3530-457637	1075650	Paid by Check # 651678		06/08/2016	07/22/2016	06/30/2016		07/22/2016	34.29
12198 - O'Reilly Auto Parts	3530-457726	1075650	Paid by Check # 651678		06/08/2016	07/22/2016	06/30/2016		07/22/2016	33.97
12198 - O'Reilly Auto Parts	3530-457995	1075650	Paid by Check # 651678		06/09/2016	07/22/2016	06/30/2016		07/22/2016	12.99
12198 - O'Reilly Auto Parts	3530-458558	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-458572	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	35.98
12198 - O'Reilly Auto Parts	3530-458592	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	40.37
12198 - O'Reilly Auto Parts	3530-458614	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-459719	1075650	Paid by Check # 651678		06/19/2016	07/22/2016	06/30/2016		07/22/2016	9.98
12198 - O'Reilly Auto Parts	3530-459909	1075650	Paid by Check # 651678		06/20/2016	07/22/2016	06/30/2016		07/22/2016	9.99
12198 - O'Reilly Auto Parts	3530-460146	1075650	Paid by Check # 651678		06/21/2016	07/22/2016	06/30/2016		07/22/2016	54.99
12198 - O'Reilly Auto Parts	3530-460570	1075650	Paid by Check # 651678		06/23/2016	07/22/2016	06/30/2016		07/22/2016	(79.47)
12198 - O'Reilly Auto Parts	3530-460669	1075650	Paid by Check # 651678		06/24/2016	07/22/2016	06/30/2016		07/22/2016	8.99
12198 - O'Reilly Auto Parts	3530-461074	1075650	Paid by Check # 651678		06/26/2016	07/22/2016	06/30/2016		07/22/2016	21.84
12198 - O'Reilly Auto Parts	3530-461289	1075650	Paid by Check # 651678		06/27/2016	07/22/2016	06/30/2016		07/22/2016	94.95
12198 - O'Reilly Auto Parts	3530-458650	1075650	Paid by Check # 651678		06/13/2016	07/22/2016	06/30/2016		07/22/2016	90.23
12198 - O'Reilly Auto Parts	3530-458854	1075650	Paid by Check # 651678		06/14/2016	07/22/2016	06/30/2016		07/22/2016	43.47
12198 - O'Reilly Auto Parts	3530-459268	1075650	Paid by Check # 651678		06/16/2016	07/22/2016	06/30/2016		07/22/2016	39.47
12198 - O'Reilly Auto Parts	3530-459283	1075650	Paid by Check # 651678		06/16/2016	07/22/2016	06/30/2016		07/22/2016	8.99
2510 - Parts House	682913	4170	Paid by Check # 651438	3-14	06/16/2016	07/15/2016	06/30/2016		07/15/2016	30.24



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 & Sanitation Department 925 - Health & Sanitation Account 520.084 - Replacement & Repair										
2510 - Parts House	683243	4170	Paid by Check # 651438		06/17/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	7.52
2510 - Parts House	683720	4170	Paid by Check # 651438		06/21/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	16.87
2510 - Parts House	684629	4170	Paid by Check # 651438		06/25/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	14.97
26482 - Peterbilt Truck Parts & Eq LLC	7057010	365290	Paid by Check # 651693		06/03/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	209.58
26482 - Peterbilt Truck Parts & Eq LLC	7057026	365290	Paid by Check # 651693		06/03/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	27.06
26482 - Peterbilt Truck Parts & Eq LLC	7057627	365290	Paid by Check # 651693		06/08/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	223.59
26482 - Peterbilt Truck Parts & Eq LLC	7058539	365290	Paid by Check # 651693		06/15/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	136.32
26482 - Peterbilt Truck Parts & Eq LLC	544436	365290	Paid by Check # 651693		06/18/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	39.13
26482 - Peterbilt Truck Parts & Eq LLC	544645	365290	Paid by Check # 651693		06/23/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	(37.59)
26531 - Waving at You.com	217939	GVILLE	Paid by Check # 651013		06/13/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	47.00
Account 520.084 - Replacement & Repair Totals										\$1,624.55
2924 - NV Energy	791804 6-16	791804	Paid by Check # 651424		06/25/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	217.05
Account 520.089 - Power Totals										\$217.05
1429 - Gardnerville Water Company	640.01 6/16	640.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	44.60
1429 - Gardnerville Water Company	690.01 6/16	690.01	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	84.30
1429 - Gardnerville Water Company	1672	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	3.84
1429 - Gardnerville Water Company	1690	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	6.84
1429 - Gardnerville Water Company	1703	2	Paid by Check # 651359		07/01/2016	07/15/2016	06/30/2016	07/15/2016	07/15/2016	6.16
Account 520.090 - Water Totals										\$145.74

3-13



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 520.092 - Heating										
3021 - Southwest Gas-Las Vegas	0015779022 6- 16	2410015779022	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	16.70
3021 - Southwest Gas-Las Vegas	1072224004 6- 16	2411072224004	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	17.94
3021 - Southwest Gas-Las Vegas	1188600002 6- 16	2411188600002	Paid by Check # 650982		06/15/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	44.08
				Account 520.092 - Heating		Totals		Invoice Transactions 3		\$78.72
2030 - Minden-Gardnerville Sanitation	Account 520.093 - Utilities-Sewer 16-070285	0296	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	67.52
2030 - Minden-Gardnerville Sanitation	16-070575	0594	Paid by Check # 651650		07/01/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	21.10
				Account 520.093 - Utilities-Sewer		Totals		Invoice Transactions 2		\$88.62
27347 - A+ Janitorial Service	Account 520.098 - Janitorial Services TOG0616	GVILLE	Paid by Check # 651026		06/23/2016	07/08/2016	06/30/2016	07/08/2016	07/08/2016	100.00
				Account 520.098 - Janitorial Services		Totals		Invoice Transactions 1		\$100.00
4753 - Ricoh USA Inc	Account 520.136 - Rents & Leases Equipment 97022767	1481234-3433221	Paid by Check # 650963		06/10/2016	06/30/2016	06/30/2016	06/30/2016	06/30/2016	165.41
4753 - Ricoh USA Inc	5043104404	16769392	Paid by Check # 651713		07/01/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	101.01
				Account 520.136 - Rents & Leases Equipment		Totals		Invoice Transactions 2		\$266.42
15887 - Charter Communications	Account 520.187 - Internet Expense 0012509 7/16	8354110060012509	Paid by Check # 651546		07/02/2016	07/22/2016	07/22/2016	07/22/2016	07/22/2016	64.99
				Account 520.187 - Internet Expense		Totals		Invoice Transactions 1		\$64.99
9016 - Douglas Disposal Inc	Account 520.197 - Landfill Expense 40990612 5/16	40990612	Paid by Check # 650542		06/01/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	5,918.45
15853 - Carson City Landfill	228079 6-16	228079	Paid by Check # 651537		07/05/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	21,263.82
9016 - Douglas Disposal Inc	40990612 6/16	40990612	Paid by Check # 651568		07/01/2016	07/22/2016	06/30/2016	07/22/2016	07/22/2016	2,286.09
				Account 520.197 - Landfill Expense		Totals		Invoice Transactions 3		\$29,468.36
12997 - Do Co Procurement Program	Account 520.200 - Training & Education 5-16 LOUTHAN	GVILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016	06/24/2016	06/24/2016	95.00
				Account 520.200 - Training & Education		Totals		Invoice Transactions 1		\$95.00

3-16



# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 521.135 - Legal-Collection Cost										
2549 - Dallaire Tom-Petty Cash	6-16 G'VILLE2	PETTY CASH	Paid by Check # 650801		06/24/2016	06/30/2016	06/30/2016		06/30/2016	28.00
				Account 521.135 - Legal-Collection Cost Totals				Invoice Transactions 1		\$28.00
3814 - Flyers Energy LLC	CFS1243669	8308	Paid by Check # 650840		06/15/2016	06/30/2016	06/30/2016		06/30/2016	1,059.70
3814 - Flyers Energy LLC	CFS1253533	8308	Paid by Check # 651580		06/30/2016	07/22/2016	06/30/2016		07/22/2016	1,021.20
				Account 532.003 - Gas & Oil Totals				Invoice Transactions 2		\$2,080.90
5785 - Alisco Inc	LEN1153348	000330	Paid by Check # 651038		06/07/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1155469	000330	Paid by Check # 651038		06/14/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1157694	000330	Paid by Check # 651038		06/21/2016	07/08/2016	06/30/2016		07/08/2016	4.39
5785 - Alisco Inc	LEN1159874	000330	Paid by Check # 651038		06/28/2016	07/08/2016	06/30/2016		07/08/2016	4.39
16322 - Plut Michael R	6-16 BOOTS	G'VILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	89.99
16322 - Plut Michael R	6-16 PANTS	G'VILLE	Paid by Check # 651440		06/26/2016	07/15/2016	06/30/2016		07/15/2016	94.96
				Account 532.056 - Uniforms Totals				Invoice Transactions 6		\$202.51
2667 - Record Courier	7034794 16-17	7034794/GVILLE	Paid by Check # 651442		06/20/2016	07/15/2016	07/15/2016		07/15/2016	29.90
				Account 532.056 - Subscriptions Totals				Invoice Transactions 1		\$29.90
12997 - Do Co Procurement Program	5-16 LOUTHAN	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	216.72
12997 - Do Co Procurement Program	5-16 NICHOLSON	G'VILLE	Paid by Check # 650536		05/27/2016	06/24/2016	06/24/2016		06/24/2016	40.00
12997 - Do Co Procurement Program	6-16 LOUTHAN	G'VILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	67.58
8479 - Tahoe Supply Co	620625	TOWNGV	Paid by Check # 651243		06/23/2016	07/08/2016	06/30/2016		07/08/2016	30.00
				Account 533.800 - Office Supplies Totals				Invoice Transactions 4		\$354.30

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 533.806 - Software										
12997 - Do Co Procurement Program	6-16 DALLAIRE	GVILLE	Paid by Check # 651561		06/27/2016	07/22/2016	06/30/2016		07/22/2016	619.37
16648 - E Squared C Inc	43769	GVILLE	Paid by Check # 651570		07/01/2016	07/22/2016	07/22/2016		07/22/2016	37.50
					Account 533.806 - Software Totals			Invoice Transactions 2		\$656.87
					Department 925 - Health & Sanitation Totals			Invoice Transactions 84		\$39,998.32
					Fund 611 - Gardnerville Health & San Totals			Invoice Transactions 84		\$39,998.32

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# Accounts Payable by G/L Distribution Report

G/L Date Range 06/24/16 - 07/25/16

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 564.700 - Motor Vehicles	0629	G'VILLE	Paid by Check # 651314		06/29/2016	07/15/2016	06/30/2016		07/15/2016	34,780.25
3668 - Carson Dodge-Chrysler Inc										
Account 564.700 - Motor Vehicles Totals Department 730 - G'ville Ad Val Cap Proj Totals Fund 614 - G'ville Ad Val Cap Proj Totals Grand Totals										Invoice Transactions 1 Invoice Transactions 1 Invoice Transactions 1 Invoice Transactions 231
										<u>\$34,780.25</u> <u>\$34,780.25</u> <u>\$34,780.25</u> <u>\$144,578.44</u>

\* = Prior Fiscal Year Activity

3-19

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **For Possible Action:** Approve park use application for Main Street Gardnerville's Annual Volunteer and Business Recognition event changed from 7/17/16 to 9/18/16.

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

**Funds Available:**  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 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



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

Date of Application (must be submitted 10 business days prior to event): 3/28/16

Organization: Main Street Gardnerville Corporation: Yes No
(If a corporation, a copy of the Articles of Incorporation must be attached)

Contact Person: Paula Lochridge email: PLochridge@MainStreetGardnerville.org

Home/Cell Phone: 775-691-6357 Business Phone: 775-782-8027 Fax: 775-782-7135

Mailing Address: 1407 Hwy 395 N, Gardnerville, NV 89410
(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:
Pavilion Side and surrounding lawn area.

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

(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 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.:
This is for our annual Volunteer and Business Recognition event.

Event date(s): Sunday, 3/28/16 Event hours (including set up & tear down): 11 am - 6 pm

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:
We're inviting our program's volunteers and stakeholders to a picnic in the park to thank them for their support.

Number of patrons, customers, spectators, participants, etc. expected to attend on **each day** of the event:  
around 100

(Douglas County Outdoor Festival Permit is required if more than 500 attendees expected on any day of event)

Event Insurance Carrier: National Trust Insurance Services, LLC./Maury, Phone: (410) 547-3267

(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)

Is a fee charged to attend the event: Yes  No

Is food being served: Yes  No  If yes, Health Permit # \_\_\_\_\_

Will alcohol be sold or served: Yes  No  Liquor licenses/permits may be required

Will there be band or amplified music: Yes  No

Will you have tents, canopies, bounce houses, dance floors, etc.? Yes  No

If yes, specify quantity, dimensions, etc:

We are still in the planning stages and am not sure if alcohol will be served and we're looking into someone to cater the event, so we will ensure they have the appropriate permit. Unknown at this time how many tents will be used... but can keep the town updated once plans are finalized.

(Stakes are not permitted for use in securing tents, etc.; bounce houses, dance floors or tents larger than 20'x20' may be subject to additional security deposits and/or insurance coverage)

Clean-up/Sanitation/Garbage Plan:

Volunteers/Staff will do the clean up. We will coordinate garbage plan with the town.

(Groups of 50 or more are require to pay a minimum of one \$25 dumpster service fee; park restrooms accommodate a maximum of 100 people, one port-a-potty is required for every 100 people over 100)

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

We'll coordinate use of the water coupler with the town.

(Town's water coupler is available if you use hoses for water)

Other Town services, if required:

Assistance requested for use of possible sound system.

(Electrical outlets, pavilion lighting, etc.)

Event Parking Area: Around park and on side streets.

(Event cannot block driveways of private residences around park. Please note that dirt lot east of Heritage Park is private property *and may not be used for parking unless a letter of owner's permission is submitted*)

Fire/Emergency Medical Services Plan:

We will coordinate with EF Fire Dept once plans are finalized.

(Submit East Fork Fire Protection District authorization and approval)

Security Plan if overnight use of Town facilities planned:

n/a

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

Event Layout: All applicants **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.**

---

**A copy of the approved form MUST be at the event**

---

WAIVER OF LIABILITY

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

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

Authorized Representative(s) of Applicant:

<small>eSigned via SignMauDoc.com</small> <i>Paula Lochridge</i> <small>Key: 2fedeb459c5c20b173ddcf091375bb</small>	Paula Lochridge	3/28/16
Signature	Printed Name	Date

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

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(Town Office Use Only)

**Heritage Park:**

Usage \$25/hr (\$300/day max) Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_

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

Event Layout: All 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.**

---

A copy of the approved form **MUST** be at the event

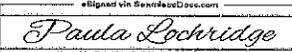
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WAIVER OF LIABILITY

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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:

	Paula Lochridge	3/28/16
Signature	Printed Name	Date

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

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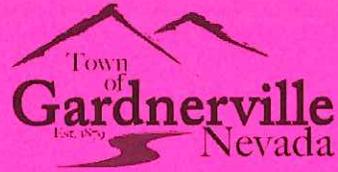
(Town Office Use Only)

**Heritage Park:**

Usage \$25/hr (\$300/day max) Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_

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



1. **Not For Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for July 2016.
2. **Recommended Motion: Receive and file**
  - a. **Funds Available:**  Yes  N/A
3. **Department:** Administration
4. **Prepared by:** Paula Lochridge
5. **Meeting Date:** August 2, 2016 **Time Requested:** 30 minutes
6. **Agenda:**  Consent  Administrative
7. **Background Information** Tom Dallaire and I will do a brief presentation regarding our attendance at the National Main Street America Conference in May.
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

August 2, 2016

- We've been invited to do a presentation to the Sertoma Club at the COD Casino on Aug 12<sup>th</sup> at 7 am. The main focus will be on our program and volunteering.
- **Organization Committee Efforts:**
  - Will be determining next steps for trying to get a state program. The National Main Street America E-Newsletter offered some great information on advocacy and lobbying. I've included it with my report.
  - Membership renewal letters have gone out... the Organization Committee will follow up on any that have yet to be renewed. They will also partner with the District Vitality Committee to establish a "membership drive" to gain more support from other businesses within the district that currently are not members.
  - With the rescheduling of the "Picnic in the Park" event for our volunteers and business members, this committee will be reaching out to businesses personally to encourage their attendance.
  - Will be working on a sponsorship launch plan for late summer/early fall.
    - Tom Dallaire, Meredith Fischer and I met with representatives from US Bank to discuss potential partnership/sponsorship opportunities.
    - I'll be meeting with a representative for the United Federal Credit Union to discuss way they can support our program.
- **Promotion Committee Efforts:**
  - Evaluating past events (The Great Race and the Freedom 5 K).
  - Focusing on the wine walks and the upcoming Harvest Festival and Coffin Races.
    - Received a \$1,000 sponsorship from Carson Valley Medical Center's Vitality for Life Program for the Slaughterhouse Lane Coffin Races.
- **Design Committee Efforts:**
  - Have two more benches on order. One will be placed at the Record Courier Center and the other at a location yet to be determined.
  - 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.

- The Flower Sub-Committee is focusing on getting the remaining “unsponsored” flower baskets and adopt-a-pots “sponsored”.
- The Heritage Park Gardens Sub-Committee will have a booth at a few of the upcoming area farmer’s markets.

- **District Vitality Committee Efforts:**

- Working on finalizing plans for their “Fall in Love with the District” event in September. They are working on developing relationships with the property managers/owners/real estate agents who have vacant buildings in our district to try and get their support for these tours. Would like to also get information about the rent for these buildings, estimated utility costs, any special features etc., that can be put on a take-away 1-sheet for people interested in renting the building. From our meeting mentioned above, US Bank offered to participate in this event.
  - Putting a plan in place on creating more informative and attractive welcome packets for new businesses in the district.
  - We have another loan paid off from our Revolving Loan Fund... the plan is to re-launch it. We’ll also be looking into the possibility of using the money for matching grants.
- Tom and I will do a presentation focusing on the National Main Street American Conference we attended in May.
    - I’ve included notes from Meredith Fischer, who attended the conference with us.



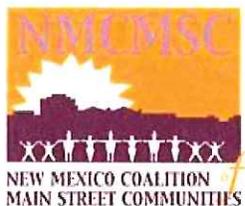
# Developing a Strong Main Street Advocacy Program to Drive Your Organization to Legislative Success

By Amy M Barnhart, New Mexico Main Street Program Associate | From *Main Street Story of the Week* | July 21, 2016 |



*Former NCMCMSC President Francis Bee of Gallup addresses the crowd at the MainStreet in New Mexico Day at the New Mexico State Capitol Rotunda*

As Main Street practitioners, our work is constantly impacted by decisions made by governing bodies at the local, state and federal level. These decisions can impact our organizations' funding and projects, as well as policies that can either support or hinder our work in historic preservation and economic revitalization. It is important that when faced with legislation or decisions that can negatively impact our work, we are able to advocate on behalf of our Main Street organizations' priorities.



In 2004, local Main Street organizations in New Mexico banded together when funding to the state coordinating program was threatened. Their initial successful advocacy efforts led to the forming of a formal 501(c)(6) non-profit organization, the New Mexico Coalition of MainStreet Communities (NMCMS). For the last 12 years, the Coalition has successfully advocated at the state legislative level on behalf of issues

impacting the local Main Street organizations throughout the state. On an annual basis, the NMCMSA advocates for maintaining the budget of the state coordinating program to ensure the local organizations continue to receive valuable services and support. Additionally, it advocates for public infrastructure funds to be allocated to the New Mexico MainStreet program, and disbursed, via a grant application process, to local programs for infrastructure improvements in the Main Street districts. And finally, the Coalition will, from time to time, drive specific legislation in partnership with the state government, other partner organizations or will craft and advocate for its own legislation.

Keep reading for information on engaging in advocacy on behalf of your Main Street program, and examples from the NMCMSA on how they have achieved success throughout the years.

## **Why should we advocate**

Our elected officials represent us and our fellow constituents. However, depending on the state, your legislators may also work a full-time job in addition to holding their elected position. We can't expect them to be experts on everything, and if they are not familiar with the Main Street program, it is up to you to educate them. Most will appreciate the knowledge you are able to share, as well as your real world examples demonstrating your program's impact. And don't forget, if they aren't familiar with your program, it will most likely be forgotten when it comes time to make decisions that impact it. This is true at the city, county, state and federal level.

## **How we build a coalition**

Oftentimes, as was the case with the NMCMSA, a coalition might form in reaction to a threat from another group, a piece of legislation that will have a negative impact to your organization's work, or to save the program's budget. Building a coalition prior to a threat, will put you in a better position to address the threat and activate your membership. In the case of the Main Street program, a network of organizations throughout the state with a common goal already exists, and can work together to advocate for their needs at the state-level of government.

The NMCMSA formed a 501(c)(6) non-profit organization, whose dues-paying membership is made up of the state-wide Main Street 501(c)(3) non-profit organizations. The board is made up of representatives of Main Street organizations from all over the state, ideally representing different geographical regions, as New Mexico residents, culture and economy vary from region to region.

The IRS does not restrict lobbying efforts of 501(c)(6) organizations in the same way it does that of 501(c)(3)s, so this creates more flexibility as far as advocacy and lobbying activities. [Click here](#) for more information.

Don't forget that there are other organizations in your state that might be ideal partners for your coalition—community development and historic preservation organizations—and may have some of the same issues as your Main Street coalition and would be willing advocate with the legislature.

## **When to begin advocacy efforts**

Ideally advocacy efforts would begin well before the start of the legislative session. You might begin advocacy efforts during the election campaign, meeting with all the candidates to educate them about your program, while also making sure to keep your organization and its representatives firmly out of the campaign process. Regardless, you should make every effort to meet with your legislators prior to the start of the legislative session. Once the session begins, their time will be limited, and it is unlikely they will be able to give your issue or program the time and attention that it deserves. Keeping your elected officials in the loop as to your projects and activities on a regular basis throughout the year ensures that when you need their support on an issue, they will already have a base knowledge of your program and its efforts.

## **Whom to target with advocacy efforts**

The elected officials that represent your district, whether it is at the city, county, state or federal level, are obvious targets of your advocacy efforts. But keep in mind that legislation will need to first pass through several committees (depending upon which level of government you are working with), before it makes its way to the floor of either the House or the Senate for a vote. It is possible that your legislators may not be sitting on those committees. In that case, you will need to reach out to other members of the committee. This will require doing some homework on the legislators, and determining which will be open to supporting your bill. Alternatively, if you have formed a coalition with the other communities in your state, the Main Street programs with elected officials on each committee, can contact their legislators as the bill moves through the committees.

The NCMSC develops a spreadsheet listing the legislators that represent each Main Street program in the state and highlights those that serve on key committees, so the local programs know who to contact depending upon which committee the bill is currently sitting with.

## **How we develop our message**

When preparing to ask a business to sponsor an event or donate to a project, we usually prepare by developing a clear and to the point pitch, specific examples of how our work has impacted the community, and have a defined message we want to relay. The same goes for speaking with legislators and other elected officials. We want to make a good impression and respect the time they are willing to give us, so being prepared and articulate can only improve your chances of success. Legislators want to hear from their constituents about what is happening in their district. Be prepared to share specific information about the impact your work is having in their district. Remember that you will most likely have several different audiences, so you should develop messages for each audience.

Also, prepare yourself for a refusal, or an opinion that might not be in line with that of your organization. Know what the opposition will be arguing. You will definitely encounter this at some point in your advocacy efforts. Just remember to be respectful and thank the legislator for their time. Keep them in the loop and continue efforts to educate them as to the importance of

your organization's work. You never know when your priorities might align, or you may finally sway them to support your efforts.



*New Mexico Coalition of MainStreet Communities Board from left to right: Michael Bulloch, Farmington; Sandy Rassmussen, Corrales; Lisa Pelligrino-Spears, Clovis; Tabatha Lawson, Lovington; Bianca Mitchell, Grants; Brenda Ferri, Raton; and Gail Houser, Tucumcari.*

## **How to engage in advocacy with our elected officials**

As mentioned prior, the engagement process with elected officials should begin well before the start of the legislative session, and in a variety of ways. Ideally, you begin engaging with them prior to asking them for something.

### **Pre-Session Meetings**

Meeting one-on-one with a legislator prior to the start of the session should enable you to receive (ideally) their undivided attention and begin building a relationship. Members of the NMCMSC have seen success with inviting their legislators for coffee several times a year—just a 30-minute commitment in an informal setting.

### **Invitations to special events, activities and community meetings**

Getting your legislators to one of your events or activities allows them to see you and your organization's work in action. In particular, you should invite them to ribbon cuttings or grand openings that they can use as photo ops or as demonstrations of the good work they are doing in the legislature.

### **Phone calls**

If you call your legislator prior to the start of the session, you have a good chance of having a phone conversation with them. If you call during the session, you will most likely reach a secretary or other staffer. If this happens, make sure to leave your name, organization's name, city and what you are requesting of them. Believe it or not, those messages will be relayed to your legislator, and while you may not receive a return phone call, if they hear from enough constituents on the same issue, it can impact their actions.

### **Letters/emails**

If you are sending a physical letter, send it either prior to the start of the session, or hand deliver it to their capitol office. Dropping it into the mail during the session, when every day counts, will probably be ineffective. An email will be received immediately, and can have a similar impact as the phone calls, if enough are received on the same issue. The NCMCMSC utilizes an email list serve to alert its membership when bills are in certain committees or when they are up for vote, to let them know when they need to use immediate action with regard to contacting their legislators either by email or phone.

### **Committee testimony**

During the summer, legislative interim committees being meeting. These committees can make recommendations on the state coordinating program budget or vote to support certain legislative initiatives. The NCMCMSC uses this opportunity to request time to present before the committee, particularly if it is meeting in a Main Street community. You can highlight the successes of the local program, while also educating the legislators as to the needs of the state-wide network. Once the legislature moves into its regular session, the session committees may seek testimony in support of legislation that impacts your program as well, so be prepared.

### **Advocacy materials**

The NCMCMSC utilizes a variety of advocacy materials, depending upon the situation. Annually, they develop a two-sided brochure laying out the legislative initiatives, and economic impact statistics, which can be handed to a legislator in a meeting, or left at their office with a staff person. The NCMCMSC members visit their legislators offices during the legislative session, and leave not only the brochure, but a thank you note attached to a small bag of cookies or candy, as well as a New Mexico MainStreet pin. Often time the office staff person enjoys the treats, and remembers (and appreciates) your efforts, which can help get your message passed along to your legislator. Using the initial information from the brochure, you can expand upon it and create a one-page document. And finally, creating a [website](#) allows you to provide even more information on your legislative issues and programs, and can be updated on a regular basis.

Remember that advocacy never ends. Build advocacy efforts into your annual work plan to begin building relationships with your elected officials. There may come a time in which you need to call upon them for their support, and this will put you in a prime position for success.

*Amy M. Barnhart has been a Program Associate with the New Mexico MainStreet program since July 2013, providing organizational support to local MainStreet organizations, Arts & Cultural Districts and Frontier Communities across the state. For three years prior to this, she was the executive director of Carlsbad MainStreet, a Main Street America Accredited program in southeast New Mexico. During that time Amy served as an officer of the New Mexico Coalition of Main Street Communities. She has a passion for helping communities utilize their assets to achieve success in revitalizing their historic commercial districts and transforming their communities as a whole.*

# Advocacy/lobbying and 501(c)(3) organizations

The Merriam-Webster online dictionary defines advocacy as “the act or process of supporting a cause or proposal.”

Using the same dictionary, lobbying is defined as “to conduct activities aimed at influencing public officials and especially members of a legislative body on legislation.”

Even without reading the definitions, we instinctively see advocacy as “good” and lobbying as “bad”, but 501(c)(3) organizations are able to engage in both, with limitations, according to the IRS.

Educating your elected officials about your program and its positive impacts would solidly fall under the advocacy umbrella; while sending out an email asking your district businesses to contact your legislators to support a particular bill would fall under lobbying.

By visiting the IRS [website](#), you can determine how much lobbying work your organization is able to engage in without putting its tax-exempt status at risk. 501(c)(4) and 501(c)(6) organizations abide by a different set of rules and have more freedom, so visit the IRS website to learn more as well.

# Ways to engage with your elected officials

- One-on-one meetings
- Invitations to special events, activities, community meetings
- Phone calls
- Letters/emails
- Committee testimony
- Printed materials
- Online resources

# Tracking legislation

- Tracking bills that can impact your Main Street work is key to successfully advocating with your legislators.
- Most states provide bill trackers on their website.
- Designating an individual to track the bills for the coalition, and then alerting the membership when action is needed, provides an effective way to activate the network.

# Advocacy resource

- The National Council on Aging provides some great information and tips for advocacy.
- Click [here](#) for information on non-profit advocacy rules and regulations, as well as other information such as harnessing the power of your stories

Main Street Gardnerville's 2nd Annual

# SLAUGHTERHOUSE LANE COFFIN RACES



Sign up your  
"Coffin Team"  
Now

Sponsored by



Joey's Jamin Jamakin  
Bobsled Team

Registration Deadline is October 1st!

Visit our Calendar on [MainStreetGardnerville.org](http://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](http://www.MainStreetGardnerville.org) [Info@MainStreetGardnerville.org](mailto:Info@MainStreetGardnerville.org)

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

## Main Street National Convention Notes (Meredith Fishcer, MSG Board Member)

Course: Can Small Towns Be Cool?

Noteworthy:

### **Vibrant communities stem from vibrant downtowns**

5 Things that Build Vibrant Downtowns:

Entrepreneurship

Development system

What can we offer them to make them successful? Prop people up and give them

**every chance for success.**

Example: Fairfield, IA (go to website for example)

They celebrate entrepreneurs with a Wall of Fame at the High School and an entrepreneur corner .

They also offer and extensive mentoring for entrepreneurs (mentoring eco-system)

Entrepreneurship resulted in 3000 new jobs.

They also offer an entrepreneur relocation program.

What can we do to grow entrepreneurs in our community?

Marion, Virginia

Small business boot camp

\$5000 grant

Ord,NE

Nebraska Community Foundation

Wealth Transfer plan that built a \$15 mil. Endowment

Westphalia, Michigan

Student run business filled an empty storefront.

Dubuque, Iowa

Internship Academy

Freshman: Shadow opportunity

Sophomore: Mentoring

Junior/Senior: Full Internship.

### **The next 5 years can define the next 50. Change the narrative of the community; Why Gardnerville, why not?**

Changing the narrative is important because people move in the direction of their discussions.

### **Partnerships**

Partnering with the High School (Service clubs)

Pair Students with businesses for learning opportunities

Student groups helping with setup of MSG events

Student voices/suggestions-encourage students to become invested in their community

High School entrepreneurship competition hosted during a vacancy tour

Student photography competition to take photos of what they like and dislike in the town.

Student scholarship

Student volunteer of the year

Teen ambassador that reports to the Board and recruits student volunteers.

Engage, Inspire, Thrive

**Peer-Mentor Networks** to assist entrepreneurs and business people in town or coming to the area to help with some of the uncertainties, information, etc.

### **Tracking Survey**

Find out what people would like to see in town.

Community Comment Box: Letters to Main Street Gardnerville

Idea boards at Main Street Gardnerville events that allow the community to provide feedback. I.E. future wine walk themes or event suggestions.

### **Placemaking:**

Temporarily trying things to see whether or not they “take” on vacant lots  
i.e. pocket parks, stages, yard games

### **Making a Memorable Main Street- John Schallert**

Full notes [www.johnschallert.com/ms](http://www.johnschallert.com/ms)

Destination Downtown-You can be whatever you want, wherever you are.

Look for high impact-low energy solutions to create more buzz about your area.

Never confuse activity with productivity

Victories lead to momentum

Change your day, not your life by Andy Core

Food for thought: Cabela’s started in a basement of a furniture store selling fishing flies. Now they are an \$8.9 billion business

Unique Positioning Statement

How is your business superior from other businesses or in this case, how is our district

Community Re-invention program

Build it one business at a time

### **Vacant Storefronts:**

Windows of opportunity

Get peoples attention

Get them engaged- develop an emotional connection

Give them information

Building/leasing info

Community Info- events going on around town, volunteer opportunities

You have 7 seconds to make an impression. Empty storefronts are like missing teeth....

Informational windows, Fill windows with posters of town events, or town/building history

Paint on the windows: got a great idea, let us know (list contact info),

Photoshoot with potential uses for building, stage the windows

Wanted ad.

High school window design challenge.

Moving scene-drama club interactive windows

**Locally owned businesses re-circulate 2 to 3 times more wealth per dollar**

DEAR VICKY, MRS. B, & MAIN STREET GARDNERVILLE,

MY FIRST GRADE CLASS HAD A  
WONDERFUL FIELD TRIP TO THE COMMUNITY  
GARDEN IN MAY. THANK YOU SO MUCH!  
MY STUDENTS LOVED IT, TOOK INTEREST IN  
NOTICING THE DIFFERENCES BETWEEN  
PLANTS, ATTEMPTED TO BE CONTEMPLATIVE  
IN THE LABARYNTH, AND WERE SO EXCITED  
TO GO HOME WITH THEIR NEWSPAPER  
POTS AND SEEDS. AFTERWARD, THEY  
WROTE ABOUT OUR TRIP AND HAD LOTS  
TO SAY. I HOPE TO BRING NEXT YEAR'S  
CLASS!

THIS IS A GREAT THING TO HAVE  
IN OUR TOWN. THANKS FOR ALL  
YOU DO!

-LYNN KEASLING  
GARDNERVILLE  
ELEMENTARY SCHOOL



A PROGRAM OF THE NATIONAL MAIN STREET CENTER



Main Street America  
@NationalMainStreetCenter

Liked Message

Home About Photos Likes More

Community & Government · Chicago, Illinois

Status Photo / Video

Search for posts on this Page

Write something on this Page



Main Street America shared Main Street Gardnerville's album.

July 4 at 8:19pm

Patriotic fitness this #MainStreetFourth in Garnderville, NV!



+23

Like Comment Share

Main Street Gardnerville, Pauline Eaton and Jim Bintz

*National Program shared our 5K Event on their facebook & twitter sites*

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **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.
2. **Recommended Motion:** He want to complain about how long this is taking to get installed. Not sure if a motion is needed.

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

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016      **Time Requested:** 10 minutes

6. **Agenda:**  Consent       Administrative

**Background Information:** Don came into the office talked with Carol and did not want to talk to me. He wanted to talk to the board about this issue. He filled out the application for the item to be presented to the board. I understand he is not happy about how long the process is taking, over a year now, from what I have in my project file, June 2015.

The Sunset Park subdivision was recorded in 1986, with homes in the development being constructed in 1988. The request for an additional light was made in 2015, 27 years after residents purchased homes in the development.

Don Garrison approached Linda Slater some time ago about putting a street light at the intersection of North Hampton and Waterloo Lane.

See next page for additional information.

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

8. **Board Action:**

- Approved       Approved with Modifications  
 Denied       Continued

## **Background Information CONTINUED:**

NV Energy wanted to install a meter off of the existing light system so we can pay for the ONE additional light. That does not make sense with a meter charge of \$32.80 (taxes and usage fees) and then the actual electricity used. There is not a meter in place, nor is there room on the corner with all the utilities in the adjacent property front yard. Back in June 2015 we drew up a plan "1" and sent a request to Don French who was getting ready to retire at the time. We did a field visit and the front yard of the corner lot at this location has many utility boxes, vaults, pedestals and a gorgeous evergreen tree that would be in the way of installing the new light.

In September 2015, there were complaints from the residents in the neighborhood about the softball crew parking in the development and being noisy and urinating in the landscaping in the open area by the gate into Lampe Park. I drew up option "2" and asked Scott Morgan if a new street light would help monitor the situation better. Mr. Morgan did not want a street light there so those who were causing problems could see what they were doing. Scott did authorize us to use the Lampe property, which has a storm drain and irrigation easement adjacent to the right of way, for the single street light pull box and utility line trenching. In October I revised the plan as indicated in Plan "3". I submitted this time to Gail at NV Energy for a project review and cost. I then decided to get some help from Gary Whisler with the three NV Energy projects. He can speak NV Energy's language when we get someone interested in helping us with these projects.

Up until a month or two ago there has been a lot of turnover at the NV Energy office due to retirements.

Luis Garcia has been working on all three of the town's projects and has the other two projects complete now. I have sent him an email this week to see what the next steps are. I am sure we are waiting on a contract from NV Energy. Then we will need to get a contractor on board to trench the conduit and cut the street at the existing trench location across Northampton.

The Board has not approved a budget for this project yet. I need more information from NV Energy on the costs and fees. I'm guessing, with everything, this could cost around \$22,250 on the upper end of the range, for ONE (1) light.

- \$4,000 light and pole
- \$250 Permit
- \$10,000 Contractor
- \$3,000 testing and paving density
- \$5,000 NV energy

Plan "4" is the subdivision showing the county owned parcel for the storm drain.  
Nv Energy Light Fees  
NV Energy Plan for the project





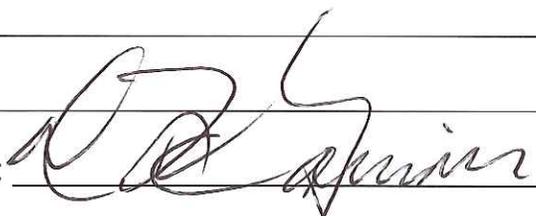
**REQUEST FOR PLACEMENT ON THE AGENDA**

**FOR THE GARDNERVILLE TOWN BOARD**

Name: Don Garrison email: None  
Telephone: 782-3091

Mailing Address: PO Box 472 1363 Northampton  
Minden NV 89423 62 NV 89410

Nature of Request and Approximate Amount of Time Needed: 5 min.  
Need street light at Waterloo + Northampton

Signature:  Date: 7/6/16

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.

6-4

# CORNER AT WATERLOO & NORTHAMPTON



EXISTING  
COBRA HEAD LIGHT

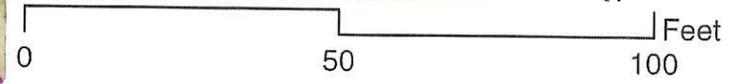
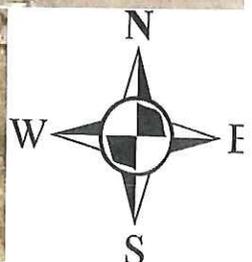
1367 NORTHAMPTON CIR  
APN: 1220-042-10-017

PROPOSED NEW  
GARDNERVILLE  
DECORATIVE LIGHT POLE

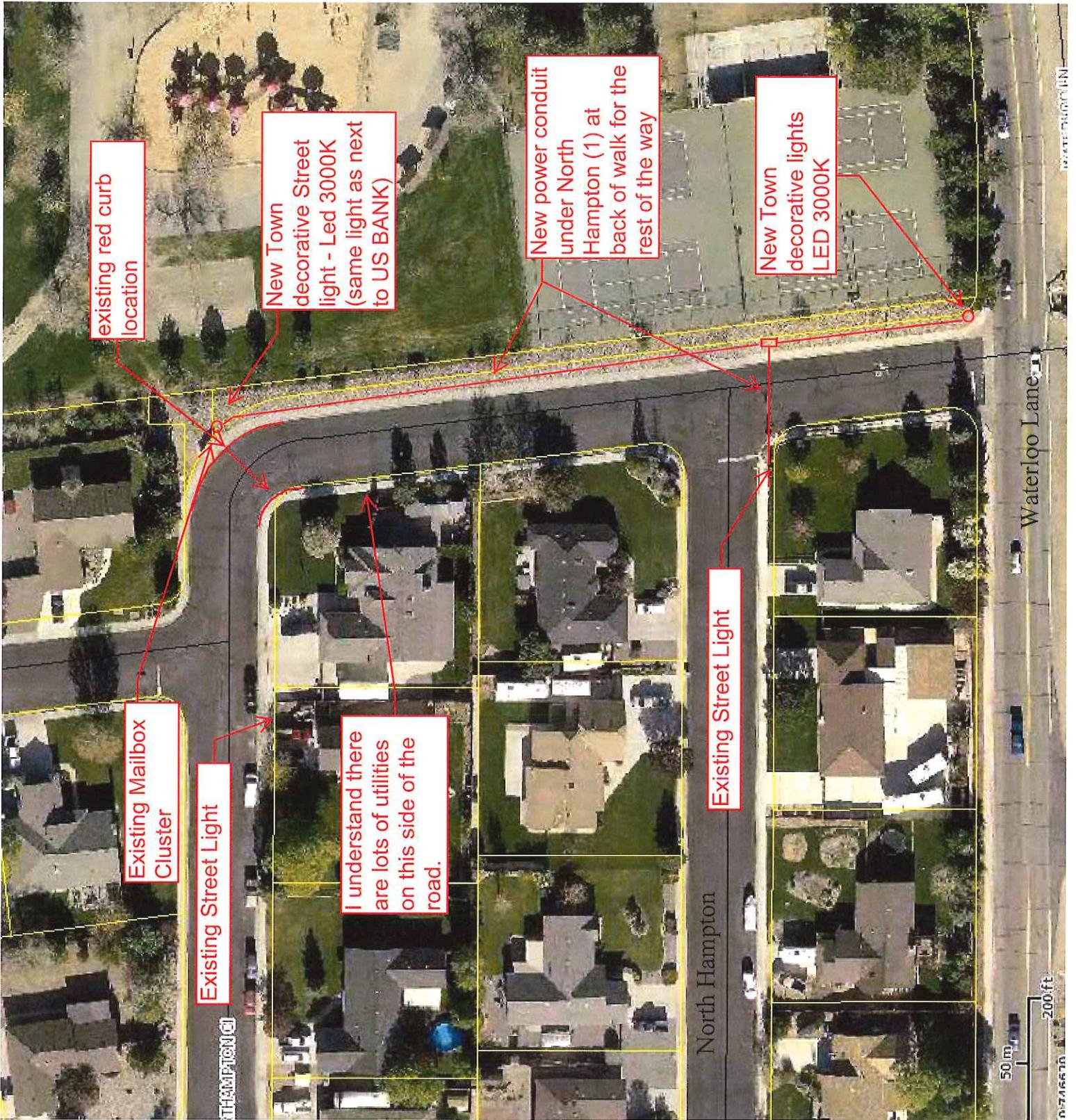
WATERLOO LN

NORTHAMPTON CIR

PLAN | JUNE 2015



6-5



Plan 2 SEPT. 2015  
6-6



1407 Highway 395 N  
Gardnerville NV 89410

P: 775.782.7134  
F: 775.782.7135

WWW.gardnerville-nv.gov

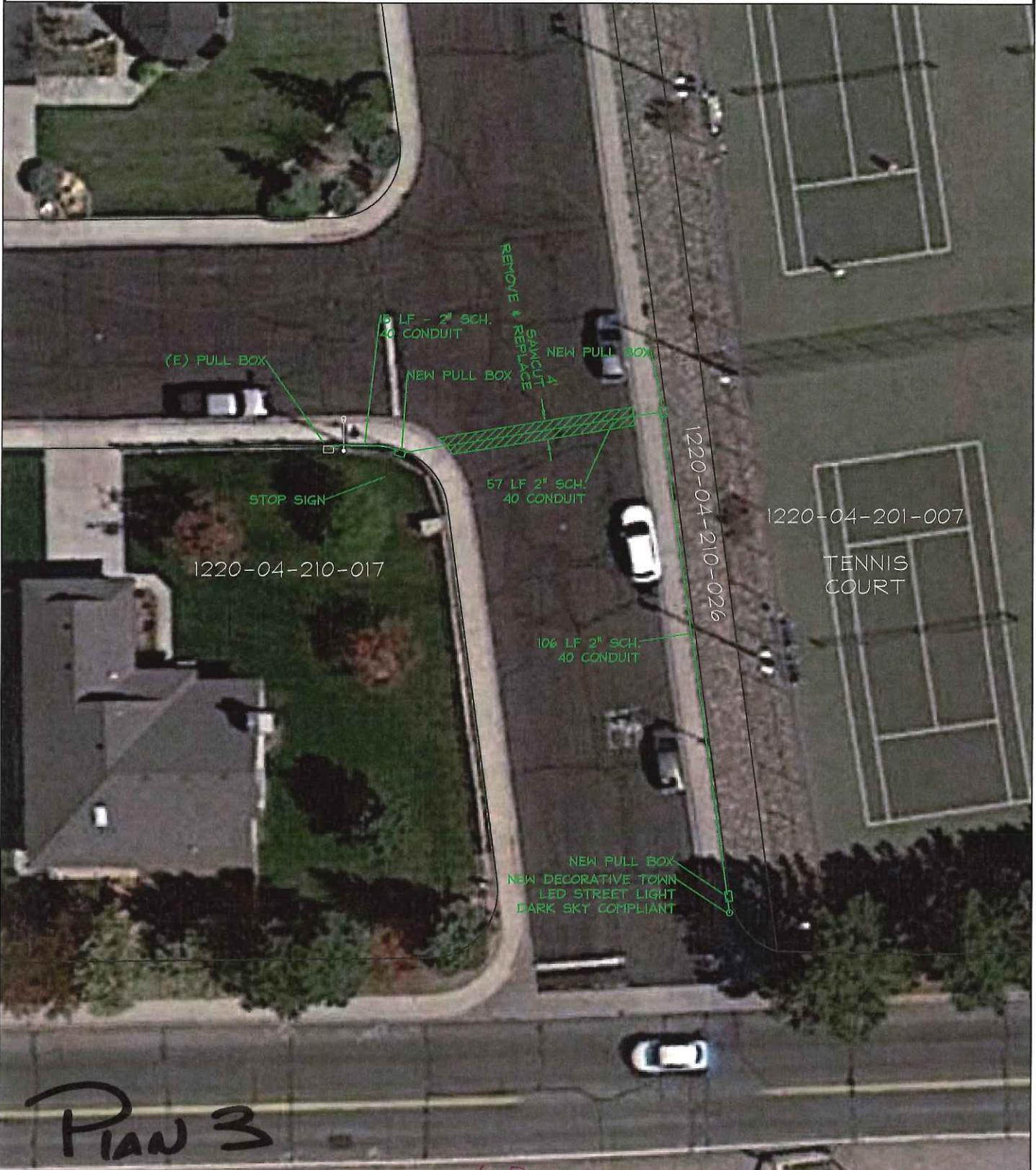
# ADD STREET LIGHT ONTO NV ENERGY SYSTEM INTERSECTION OF WATERLOO & N. HAMPTON

DATE: OCTOBER 21, 2015

PAGE: **EXHIBIT A**

PROJECT No.: 1514-NHAMPTON

## Project: NORTH HAMPTON ADDITIONAL STREET LIGHT



**Schedule No. SL**  
**STREET LIGHTING SERVICE**

**APPLICABLE**

Service hereunder is applicable to street, highway and other public outdoor lighting installations using bracket mast arm or center suspension construction. This schedule is closed to new incandescent and mercury vapor installations.

**TERRITORY**

Entire Nevada Service Area.

**RATES**

The rate is applicable to lamps mounted on suitable poles supplied from overhead or underground supply circuits, which may also be used to carry Utility's distribution system circuits. Lighting equipment will be installed, operated and maintained by Utility. Lighting equipment installed shall be as specified by Utility as to type of bracket, lamp fixture and overhead or under-ground supply circuits. Service includes energy, lamp and glass replacements and operation and maintenance of the installation.

The rates for customer-owned installations are applicable to service where the lighting equipment (including suitable circuits and terminals for connection to Utility's overhead system) is installed and owned by the Customer. Service non-metered installations includes energy, lamp and glass replacements and operation of the installation, but does not include maintenance or replacement of Customer-owned equipment other than lamps and glasses. Service to metered installations is for maintenance and lamp and glass replacement only. Customer is responsible for providing replacement lamps and glass not normally stocked by Utility. Maintenance and non-metered energy service to customer-owned lamps are closed to new service.

(Continued)

**RECEIVED FROM NV ENERGY JUNE 2016**

<p>Issued: <b>06-01-04</b> Effective: <b>06-01-04</b> Advice No.: <b>431-E-R(1)</b></p>	<p>Issued By: Mary O. Simmons Vice President</p> <p>6-8</p>	
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(T)

**Schedule No. SL  
STREET LIGHTING SERVICE  
(Continued)**

**RATES (Continued)**

**Bundled Service**

Class Codes	Lamp Type	Watts	kWh/Mo.	Overhead/ Multi-use Pole	Overhead/ Light Only/ Wood Pole	Overhead/ Light Only/ Other Pole	Underground/ Light Only/ Wood Pole	Underground/ Light Only/ Other Pole	Service to Customer-Owned Lamps	
									Nonmetered	Metered
<b>Incandescent: (Rate Codes)</b>				(S09)						
(10)	100W	101	35	\$8.32	N/A	N/A	N/A	N/A	N/A	N/A
<b>Mercury Vapor: (Rate Codes)</b>				(S13/51)	(S15)	(S17)	(S43/45)	(S47)	(S23)	(S19)
(17)	175W	196	67	\$9.48	\$13.17	\$16.90	\$17.00	\$17.11	N/A	N/A
(19)	250W	295	102	10.75	N/A	N/A	N/A	N/A	N/A	N/A
47(21)	400W	463	159	13.24	18.74	20.47	22.57	23.86	6.85	N/A
<b>High Pressure Sodium Sodium: (Rate Codes)</b>				(S01)	(S03)	(S05)	(S31/S33)	(S35)	(S07)	(S19)
(31)	70W	84	29	\$8.12	\$11.80	\$15.53	\$15.63	\$15.74	N/A	N/A
(32)	100W	118	41	8.54	12.23	15.96	16.06	16.17	\$2.61	\$1.14
(33)	150W	172	59	N/A	N/A	N/A	18.24	17.08	3.25	1.14
(34)	200W	229	79	10.14	15.14	17.60	18.97	17.82	3.98	1.14
(36)	250W	285	98	N/A	N/A	N/A	20.38	21.66	N/A	N/A
<b>High Pressure Sodium Sodium/Metal Halide: (Rate Codes)</b>				(S01)	(S03)	(S05)	(S31/S33)	(S35)	(S07)	(S19)
(35)	400W	472	163	\$13.39	\$18.88	\$23.77	\$22.72	\$24.00	N/A	\$1.14
<b>LED<sup>1</sup>: (Rate Codes)</b>								(SLED)		
	109W	109	37	N/A	N/A	N/A	N/A	\$16.34	N/A	N/A

The above rates include a Base Tariff Energy Rate (BTER) of \$0.03466 per kWh, a Temporary Renewable Energy Development Charge (TRED) of \$0.00105 per kWh, an Energy Efficiency Charge (EE) of \$0.00115 per kWh, and a Renewable Energy Program Rate (REPR) of (\$0.00422) per kWh, multiplied by the monthly kWh shown, for each lamp.

<sup>1</sup>LED rate is for a TRIAL program. Trial is limited to two new subdivisions using Decorative Poles and Luminaries.

**Deferred Energy Accounting Adjustment**  
See Schedule DEAA

Continued

*Received From NV Energy June 2016*

Issued: **02-12-16**

Effective: **04-01-16**

Notice No.: **16-01**

Issued By:  
Shawn M. Elicegui  
Senior Vice President

**Schedule No. SL  
 STREET LIGHTING SERVICE  
 (Continued)**

**RATES** (Continued)

**Distribution-only Service**

Class Codes	Lamp Type	Watts	kWh/ Mo.	Overhead/ Multi-use Pole	Overhead/ Light Only/ Wood Pole	Overhead/ Light Only/ Other Pole	Underground/ Light Only/ Wood Pole	Underground/ Light Only/ Other Pole	Service to Customer-Owned Lamps		
									Nonmetered	Metered	
<b>Incandescent: (Rate Codes)</b>				(S09)						(S19/61)	
(10)	100W	101	35	\$7.22	N/A	N/A	N/A	N/A	N/A	N/A	(I)
<b>Mercury Vapor: (Rate Codes)</b>				(S13/51)	(S15)	(S17)	(S43/45)	(S47)	(S23)		
(17)	175W	196	67	\$7.35	\$11.03	\$14.76	\$14.87	\$14.98	N/A	N/A	(I)
(19)	250W	295	102	7.49	N/A	N/A	N/A	N/A	N/A	N/A	(I)
(21)	400W	463	159	8.18	13.68	15.42	17.52	18.80	\$1.80	N/A	(I, R,I,R)
<b>High Pressure Sodium Sodium: (Rate Codes)</b>				(S01/53)	(S03/55)	(S05/57)	(S33/65)	(S35/67)	(S07/59)	(S31/63)	
(31)	70W	84	29	\$7.19	\$10.88	\$14.60	\$14.71	\$14.82	N/A	N/A	(I,R,I)
(32)	100W	118	41	7.24	10.93	14.65	14.76	14.87	\$1.31	\$1.14	(I, R,I,R)
(33)	150W	172	59	N/A	N/A	N/A	16.38	15.22	1.38	1.14	(I, R)
(34)	200W	229	79	7.63	12.63	15.08	16.46	15.30	1.47	1.14	(R,I,R)
(36)	250W	285	98	N/A	N/A	N/A	17.26	18.55	N/A	N/A	(R,I)
<b>High Pressure Sodium/ Metal Halide: (Rate Codes)</b>				(S01/53)	(S03/55)	(S05/57)	(S33/65)	(S35/67)		(S07/59)	
(35)	400W	472	163	\$8.20	\$13.70	\$18.58	\$17.53	\$18.82	N/A	\$1.14	(I, R)

The above rates include an Interclass Rate Rebalancing Charge of \$0.00378 per kWh multiplied by the monthly kWh shown, for each lamp. (I)

**Late Charge**

The Utility may charge a fee as set forth in Schedule MC for the late payment of a bill.

**Tax Adjustment Charge:**

The charges shown above are subject to adjustments for taxes and assessments as specified in the Tax Adjustment Rider (PUCN Sheet No. 63E)

**Universal Energy Charge (UEC)**

All kWh Per kWh

\$0.00039

Issued: **12-27-13**

Effective: **01-01-14**

Advice No.: **545-E-R**

Issued By:  
 Michael J. Carano  
 Executive

**Schedule No. SL  
STREET LIGHTING SERVICE  
(Continued)**

**SPECIAL CONDITIONS**

1. **UEC.** The Universal Energy Charge (UEC), pursuant to NAC 702.150 through 702.450, will go to fund the Nevada fund for energy assistance and conservation. Under certain circumstances, Customers will be refunded amounts paid in excess of \$25,000 per calendar quarter. The Commission will administer the collection of the UEC, certify exemptions, and administer refunds. Exemptions are generally kWh sold to
  - a) Any governmental agency, including the State of Nevada and any political subdivision thereof, and
  - b) Any Customer using electrolytic-manufacturing processes.

Except as provided above, all kWh sold are subject to the charge. The UEC is not subject to the charges applicable under the Tax Adjustment Charge.

2. **Burning Hours.** Service hereunder is for dusk-to-dawn burning hours of approximately 4,132 hours per year.
3. **New Installation Investments.** Utility shall not be required to make investments in new installations in excess of the following:

<u>Lamp Size</u>	<u>Multi-use Wood Pole Overhead</u>	<u>Street Light Only Pole Overhead</u>	<u>Street Light Only Wood Pole Underground</u>	<u>Street Light Only Other Pole Overhead</u>	<u>Street Light Only Other Pole Underground</u>
High Pressure Sodium					
70W	\$1,280	\$2,075	\$2,902	\$2,879	\$2,926
100W	1,280	2,075	2,902	2,879	2,926
150W	N/A	N/A	3,235	N/A	2,985
200W	1,330	2,408	3,235	2,938	2,985
250W	N/A	N/A	3,391	N/A	3,669
400W	1,378	2,564	3,391	3,618	3,669

(N)  
(I)  
(I)  
(R, I)  
(I, R)  
(R, I)  
(I, R)

4. **Relocation.** Relocation of existing street lights hereunder at Customer's request will be done by Utility provided Customer reimburses Utility for net expenses incurred.
5. **Multiple or Series Service.** Multiple or series service hereunder shall be at the Utility's option.

Issued: **12-27-13**

Effective: **01-01-14**

Advice No.: **545-E-R**

Issued By:  
Michael J. Carano  
Executive

**Schedule No. SL**  
**STREET LIGHTING SERVICE**  
**(Continued)**

**SPECIAL CONDITIONS** (Continued)

6. **Replacement.** Utility may, at its option, replace any lamp served hereunder with a high pressure sodium lamp of a lumen rating agreed to by the customer. Billing subsequent to replacement shall be in accordance with the appropriate rate for the size and type of high pressure sodium lamp installed.

(T)

Issued: **05-23-05**  
Effective: **06-01-05**  
Advice No.: **445-E-R**  
**446-E-R**

Issued By:  
Michael J. Carano  
Director  
Rates & Regulatory

6-12

**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**

**ODL85U  
NOSTALGIA STYLE  
LUMINAIRE LED**



Used With:  
ODL 95U: 20' Round Concrete Pole  
ODL 81-89U: Decorative Steel Poles



**ODL96U  
COLONIAL STYLE  
LUMINAIRE  
LED**

Used With:  
ODL 95U: 20' Round Concrete Pole  
ODL 81-89U: Decorative Steel Poles

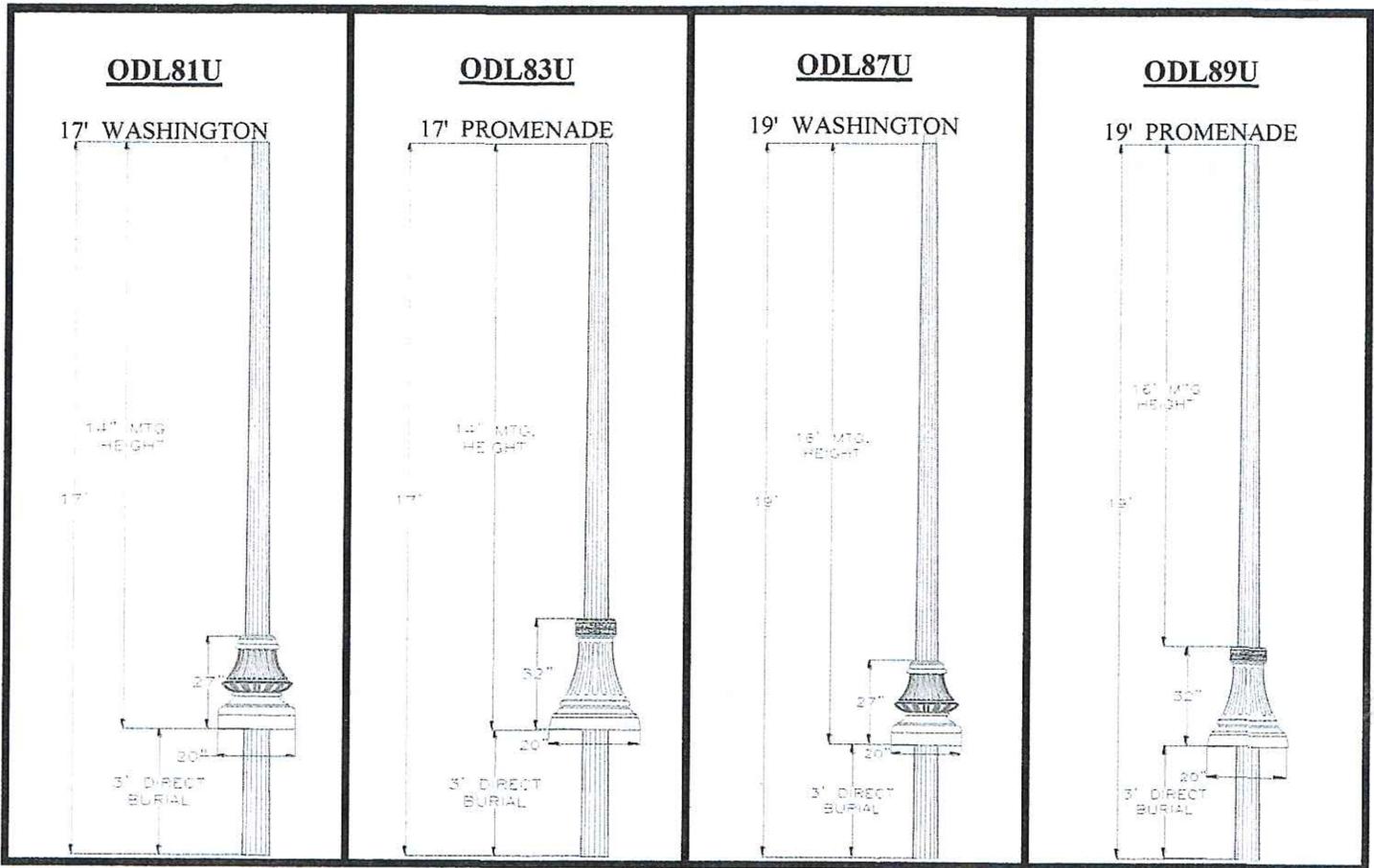
COMPATIBLE UNIT NUMBERS			MATERIAL LIST			
ITEM #	ODL85U NOSTALGIA LED	ODL96U COLONIAL LED			DESCRIPTION	NUMBER
	Labor Factor: .125	Labor Factor: .125				
	QUANTITY	QUANTITY				
1	1	1	CONTROL, PHOTOELEC: 120/208/240/277VAC 1000W	28-0240		
2	N/A	1	LIGHT, LED: COLONIAL LUMINAIRE, 68W, 120V	28-0485		
3	1	N/A	LIGHT, LED: NOSTALGIA LUMINAIRE, 68W, 120V	28-0490		

				VOLUME 5 – COMPATIBLE UNIT STANDARD		ODL 81-96U
				<b>DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL &amp; CONCRETE POLES</b>		
Drawn:	Eng:	Appr:	Date:			Revision: 1
JVV	MB	DA	04/16			Page 1 of 3

6-13

**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**



COMPATIBLE UNIT NUMBERS					MATERIAL LIST			
ITEM #	ODL81U 17' WASHINGTON	ODL83U 17' PROMENADE	ODL87U 19' WASHINGTON	ODL89U 19' PROMENADE			DESCRIPTION	NUMBER
	Labor Factor: .500	Labor Factor: .500	Labor Factor: .500	Labor Factor: .500				
	QUANTITY	QUANTITY	QUANTITY	QUANTITY				
1*	FD	FD	FD	FD	12x12 SECONDARY BOX W/4-WAY TERMINATION	SRT02U		
2	40'	40'	40'	40'	WIRE, INSUL: BLACK, #10 STR, 1 COND, CU, THHN	17-0170		
3	40'	40'	40'	40'	WIRE, INSUL: WHITE, #10 STR, 1 COND, CU, THHN	17-0180		
4	N/A	1	N/A	1	PROMENADE CLAM SHELL BASE	28-0130		
5	1	N/A	1	N/A	WASHINGTON CLAM SHELL BASE	28-0134		
6	1	1	N/A	N/A	17', 16 FLUTED: DIRECT BURIED STEEL POLE	28-1106		
7	N/A	N/A	1	1	19', 16 FLUTED: DIRECT BURIED STEEL POLE	28-1108		
8*	FD	FD	FD	FD	PIPE, STD: 3/4" CTS, 100' LG, PLAIN ENDS, 200 LB, POLYETHYLENE	51-0060		

\*Items To Be Field Determined (FD) As Required and Added As Additional Stock Items.  
Refer to SRT02U This Volume For Termination Material List.  
Poles Used With: ODL85U and ODL96U Luminaires.

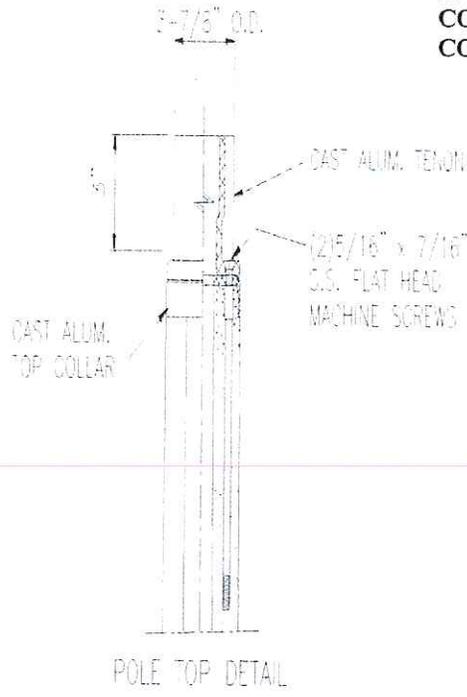
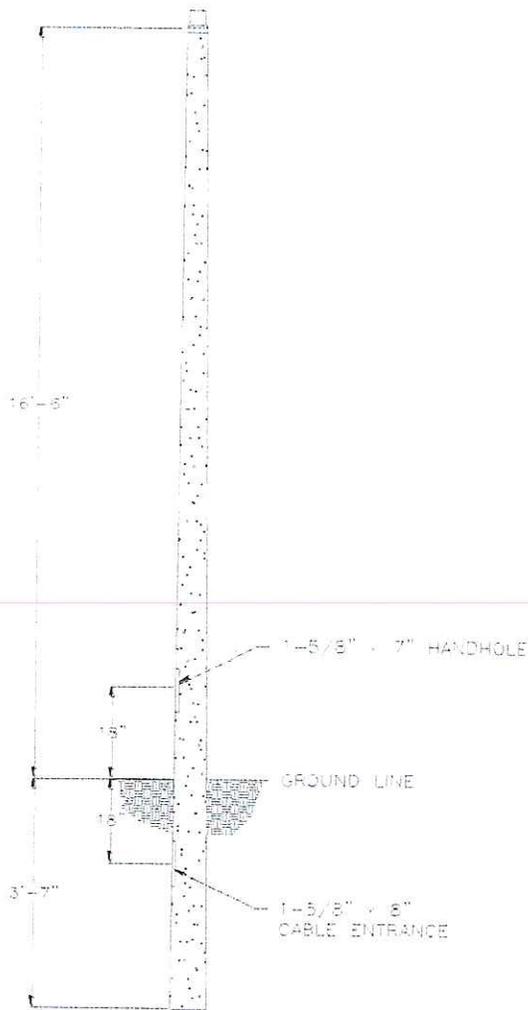
	VOLUME 5 – COMPATIBLE UNIT STANDARD			ODL 81-96U
	DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL & CONCRETE POLES			
Drawn:	Eng:	Appr:	Date:	Revision: 1
JVV	MB	DA	04/16	Page 2 of 3

6-14

**DECORATIVE POST TOP FIXTURES LED 120V  
FLUTED METAL & CONCRETE POLES**

**SLS-PT**

**ODL95U  
20' EMBEDDED ROUND  
CONCRETE POLE  
COLOR: BUFF 313A**



Pole Can Be Used With:  
OLD85U OR ODL96U

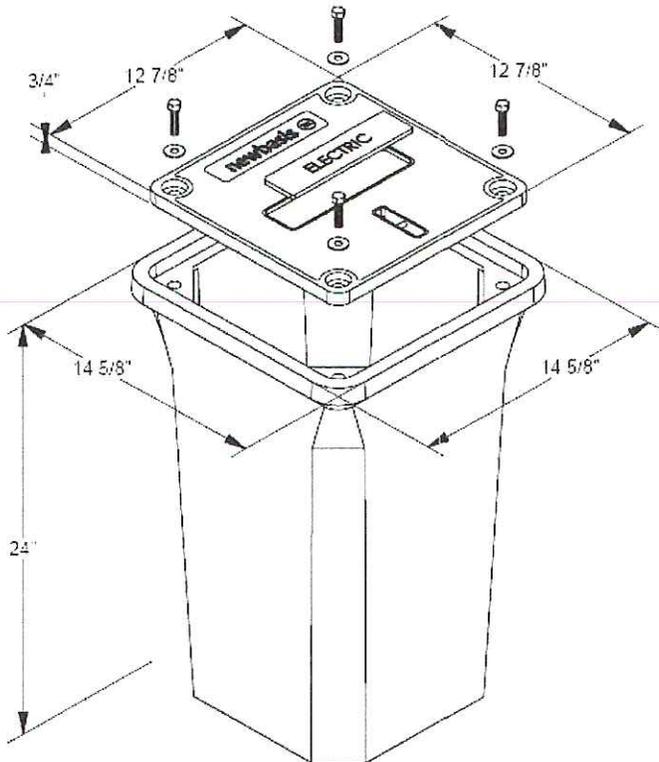
COMPATIBLE UNIT NUMBER		MATERIAL LIST	
ODL95U			
Labor Factor: .564			
ITEM #	QUANTITY	DESCRIPTION	NUMBER
1*	FD	12x12 SECONDARY BOX W/ 4-WAY TERMINATION	SRT02U
2	40'	WIRE, INSUL: BLACK, #10 STR, 1 COND, CU, THHN	17-0170
3	40'	WIRE, INSUL: WHITE, #10 STR, 1 COND, CU, THHN	17-0180
4	1	TUBE: STREET LIGHT INSTALLATION, 16" DIA X 5' LG, FIBER	24-1006
5	1	POLE, LIGHT: DECORATIVE STREET, 20' LG, ANTI-GRAFFITI COATING	28-0745
6*	FD	PIPE, STD: 3/4" CTS, 100' LG, PLAIN ENDS, 200 LB, POLYETHYLENE 340	51-0060

\* Items To Be Field Determined (FD) As Required And Added As Additional Stock Items.  
Refer To SRT02U This Volume For Termination Material List.

	VOLUME 5 – COMPATIBLE UNIT STANDARD			ODL 81-96U
	DECORATIVE POST TOP FIXTURES 68W LED FLUTED METAL & CONCRETE POLES			
Drawn:	Eng:	Appr:	Date:	Revision: 1
JVV	MB	DA	04/16	Page 3 of 3

6-15

# 12" X 12" STREET LIGHT BOX



### CONSTRUCTION NOTES

1. BOX USED IN: NON-TRAFFIC OR LIGHT-TRAFFIC (PARKING LOTS/ SIDEWALK) AREAS. SEE TE0001U, SECTION 7.
2. INSTALLATION: BOX TO BE PLACED ON 6" OF 3/4" CLEAN DRAIN ROCK.
3. ALL LIDS TO BE MARKED "ELECTRIC".
4. LID TO BE SECURED WITH PENTA HEAD BOLTS.

MAXIMUM CONDUCTORS	
12" x 12" BOX	SECONDARY
	2 RUNS OF #2TX AND 1 RUN OF #10 ST LIGHT WIRE
NOTE: REFER TO CAB09U VOLUME 5 FOR COMPLETE APPLICATION	

NVE STOCK#	DESCRIPTION	APPROVED MANUFACTURERS	
		NEWBASIS	FUTURE
24-0020	POLYMER BOX AND LID	# PCA121224-00043	
24-1182	REPLACEMENT LID	# PCC1212P1-10000	

	VOLUME 17 – ENGINEERING & CONSTRUCTION STANDARD		VB0050U
	12" X 12" STREET LIGHT BOX POLYMER		
Drawn: RN	Eng: MB	Appr: DA	Date: 4/15
			Revision: 0
			Page 1 of 1

6-16



Google earth

feet  
meters

90 300

Google earth

6-17

# Gardnerville Town Board

## AGENDA ACTION SHEET



1. **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.

2. **Recommended Motion:** Approve Proclamation 2016P-03 recognizing the week of August 8<sup>th</sup> through August 14, 2016 as Brain Injury Awareness Week.

Funds Available:  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016 **Time Requested:** 10 minutes

6. **Agenda:**  Consent  Administrative

**Background Information:** See attached Proclamation.

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

8. **Board Action:**

Approved  Approved with Modifications  
 Denied  Continued

*Town of Gardnerville*

*Proclamation 2016P-03*

**A Proclamation by the Gardnerville Town Board recognizing the week of  
August 8<sup>th</sup> through August 14<sup>th</sup>, 2016 as  
Brain Injury Awareness Week**

**Whereas**, a traumatic brain injury (TBI) is a blow, jolt or bump to the head or a penetrating head injury that disrupts the brain's normal function, often resulting in a lifetime of physical, cognitive and behavior challenges;

**Whereas**, 1.7 million Americans, including 475,000 children, sustain a traumatic brain injury each year, and as many as 5.3 million people nationwide live with long-term disabilities due to TBI;

**Whereas**, every 21 seconds, someone in the United States will sustain a traumatic brain injury (TBI), which equals more than 4,000 people daily; and

**Whereas**, the average lifetime cost of care for a person with a severe traumatic brain injury ranges from \$600,000 to \$1,875,000; and

**Whereas**, the effects of brain injury are devastating emotionally and financially to families; and

**Whereas**, many individuals with brain injury can make valuable contributions to our society with appropriate services and supports; and

**Whereas**, public awareness is critical to the prevention of brain injury and to enhancing the recovery process of all individuals affected; and

**NOW, THEREFORE LET IT BE RESOLVED THAT THE GARDNERVILLE TOWN BOARD DOES HEREBY PROCLAIM THE WEEK OF AUGUST 8<sup>th</sup> THROUGH AUGUST 14<sup>th</sup>, 2016 AS BRAIN INJURY AWARENESS WEEK IN GARDNERVILLE.**

**Adopted: This 2nd Day of August 2016.**

**GARDNERVILLE TOWN BOARD MEMBERS**

\_\_\_\_\_  
**Mary Wenner, Chairwoman**

\_\_\_\_\_  
**Ken Miller, Vice-Chairman**

\_\_\_\_\_  
**Lloyd Higuera, Member**

\_\_\_\_\_  
**Cassandra Jones, Member**

\_\_\_\_\_  
**Linda Slater, Member**



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



1. **For Possible Action: 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;  $1.66 \times 16/\text{acre} = 26.56$  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
2. **Recommended Motion:** Conditionally approve the 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

**Funds Available:**  Yes  N/A

3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** August 2, 2016 **Time Requested:** 45 minutes
6. **Agenda:**  Consent  Administrative

**Background Information:** See the staff report for the conditions and staff's report

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



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

## MEMORANDUM

Date: July 19, 2016  
To: Gardnerville Town Board  
From: Tom Dallaire, P.E., Town of Gardnerville  
Subject: DA 16-036 (Master Plan Amendment) 16-037 (Zoning Map Amendment); Martin Stahl, Located at 1378 Highway 395 North APN: 1220-04-101-029

---

### I. TITLE:

**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;  $1.66 \times 16/\text{acre} = 26.56$  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)**

### II. RECOMMENDATION

**Staff's Recommendation to the Gardnerville Town Board is to Conditionally approve the proposed request by Martin Stahl to change the Master Plan from Commercial to Multi Family Residential and to change the zoning from Neighborhood Commercial to Multi-Family residential, based on the findings and conclusions in the staff report.**

**The following recommended conditions need to be considered;**

The following are staff's recommended conditions of approval for the master plan and zoning amendments for the development application:

1. The existing access easement across the adjacent parcels from 395 to the subject site should be coordinated with the adjacent property owners and considered in the proposed traffic study for the site at the design review phase.
2. The applicant should work with Lynn Cauley to improve the current shared drive configuration, including upgrading the existing culvert under the entrance for connection to a future channel improvement project.
3. Improve the elevations of the proposed apartments to better fit the character of the town, and not match the adjacent apartment complex constructed in the 1970's
4. Parking for this site and the adjacent sites should be investigated and improved with the design review application process.
5. Provide trash enclosure for 1 (2) yard trash bin for every 4 – 6 housing units, depending on desired pickup schedule and provide an enclosure structure per the Douglas County standards with the towns standard dimensions as attached.

6. The design review application will need to comply with the Town of Gardnerville's Plan for Prosperity, Objective 1 and Goal 2, creating a mixed use development.
7. The applicant shall submit design review for town board review and approval. Plans shall be in conformance with Douglas County Design Criteria and Improvement Standards (DCDCIS) Division 7, and the Town of Gardnerville Design Standards.
  - a. a decorative stop sign at Highway 395.
  - b. Pedestrian access should be provided and planned for the existing sidewalk system along highway 395.
  - c. The storm water leaving the site shall be treated prior to discharge into the existing irrigation ditch adjacent to Hwy 395. A detention facility is not needed for this project site.

**NOTE's from Board Meeting:**

- 
- 
- 

### III. DISCUSSION AND EVALUATION

**Master Plan and Zoning Consistency:** The project is located within the Minden-Gardnerville urban service area and a 10-year well-head protection zone for the Gardnerville Water Company's public water well.

With the current improvements on the site (formally a used car lot, then a restaurant), all have failed and it is in need of reinvestment.

The project site is designated in the Master Plan as GC (General Commercial) with master plan use as commercial) within the Neighborhood commercial zone. The town Plan for Prosperity states the objective I (pg 3) objective 3 (pg 6) is to improve US Hwy 395's image within the town. The 'S' curve is the priority of the investment district. All new investment should improve the town's image. The master plan and zone change at this time is what is in front of the board, not the submitted floor plans, elevations or site plan. There are elements that exist on the site that need to be worked through that will change the concept. The Plan for Prosperity is all about creating mixed use areas. Policy 2.1 (pg 7 & 8) specifically calls out Goal 2: create a new 'S' curve as a visually pleasing mixed –use project.

The proposed plan will use the existing "shared" entrance with Lynne Cauley Real Estate. The proposed plan would divide the commercial zone between Fitzhenry's Funeral Home and real estate office. There is an apartment complex constructed in 1970, currently existing between the funeral home and Lucky Liquor.

In an effort to abide with the Plan for Prosperity the site should be used for mixed-use development, which could be designated in the Neighborhood Commercial zone, I asked the applicant if he would consider constructing retail space below studio apartments. He is concerned about the number of parking spaces needed to build anything commercial and still meet the requirements for the residential parking. The proposed site plan does not meet the current county requirements to date with parking or adequate turn around area as shown. The client's representatives will argue that the MFR built around the commercial is doing just that, creating a mixed use concept, which is supported by the Plan for Prosperity (pg 7&8) as well,

**Traffic:** The traffic study indicates with the MFR zoning, and assuming they can get 22 units onto this site while meeting the County design standards, would generate 146 average daily trips:

2 in, 9 out during the AM peak hour, and 9 in 5 out during the PM peak hour. The traffic study includes the single driveway currently proposed as the only entrance and exit. The movements should be improved further with the additional access between the funeral home and existing apartment complex.

**Drainage:** The proposed parcel is currently covered in ac, minimal perimeter landscaping and a gravel area behind the apartments and funeral home. The storm water drains into a basin and, I believe, ponds onsite. With the location to Gardnerville Water Company Well No.1 infiltration should not be an option as the site is within the wellhead protection zone. The draining from the proposed site will need to be collected, treated and discharged into the existing irrigation ditch, which then gets treated within ponds and wetlands located downstream of the site.

A conceptual drainage study is not a requirement to verify the master plan and zoning map amendment.

**Floodplain:** The site is located within a flood plan which became effective in June 2016. The proposed channel at Kingslane will eventually be extended to the site and terminate at the 2'x6' culvert crossing under Hwy 395 at Toler Lane. The Town has intentions to gain grant funding to increase the size of this crossing. The downstream infrastructure is now in place for this project.

#### **IV. MASTER PLAN AMENDMENT FINDINGS**

Pursuant to County 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:

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.

**Town Staff Response:** The applicant has demonstrated the existing use needs to be re defined and the question becomes, does the proposed project meet the town needs, goals and objectives? The Plan for Prosperity identifies this project site as mixed use zone for this area. Town staff proposed the idea of utilizing commercial below, studio apartments above and the remaining structures behind the mixed use building could be apartments, developing the site in accordance with the town's Plan for Prosperity. The MFR zone on Highway 395 historically has not been provided. The MFR zone has been used to buffer commercial development along 395 and the new residential units behind commercial zones. This application puts MFR front and center along 395 without the mixed use building as discussed in the Plan for Prosperity. If the remaining sites along the "S" curve are developed as mixed use then the additional apartments could make sense as proposed.

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 Response:** The applicant has not provided for the demonstrated need of the proposed MFR use. There is a need for multi-family residential properties within the town of Gardnerville. Currently MFR zoning consists of 233 acres, or 18% of the town, with 3% of the current property available (6.54 acres) as being vacant, 36 acres was developed as single family units, and 76 acres was developed on receiving area.

<b>613</b>		<b>MFR</b>	▼	<b>233.26</b>	Multi Family	<b>148.97</b> MFR
	Vacant	3%	▼	6.54	130	0.56 Commercial
	Single Family	15%	▼	36.15	200	75.60 RECEIVING AREA
						8.13 MFR plus other Zones

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 facility policies contained in Chapter 20.100 of this title;

**Town Staff Response:** The utility services are currently onsite. This project has the potential to be a great one for sure with some considerations of the Plan for Prosperity. If the site developed as commercial, the traffic generated to the site would be significantly more than the proposed use, increasing the traffic conflicts from the site; road infrastructure and traffic being the hardest public services to mitigate. The traffic study does define the existing levels of service as A,B, C and D and with the proposed development plus the base traffic in year 2036, the intersection would have the levels of service of A, B, C And E. I believe with the revised plan of having two entrances to the site would create a situation with the same levels of service we see today from the site.

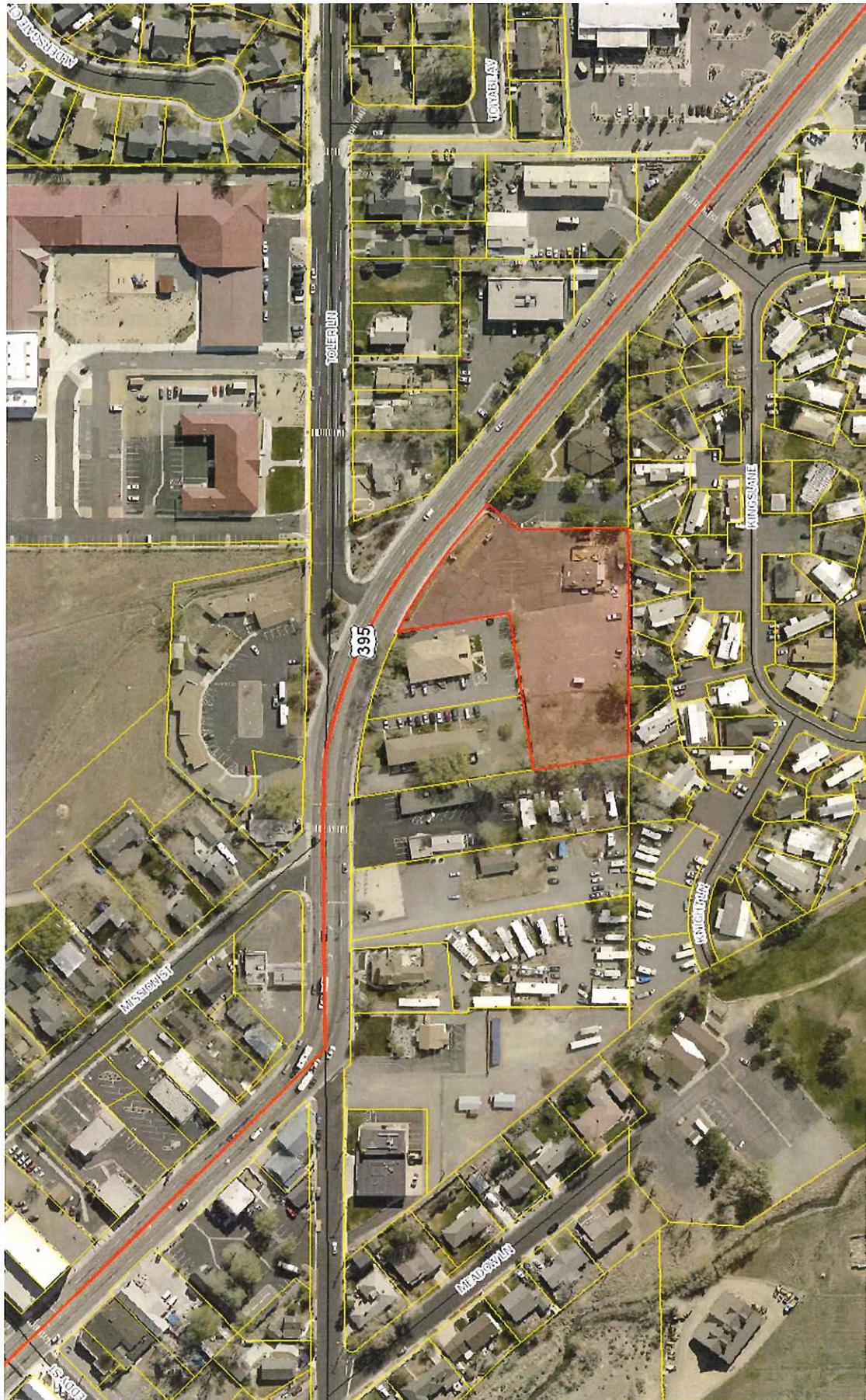
D. The proposed amendment is compatible with the actual and master planned use of the adjacent properties and reflects a logical change to the boundaries of the area in that it allows infrastructure to be extended in efficient increments and patterns, it creates a perceivable community edge as strong as the one it replaces, and it maintains relatively compact development patterns.

**Town Staff Response:** The proposed use does isolate Lynne Cauley's site (commercial zone) and surrounds the parcel with MFR, creating a spot zone of commercial on the adjacent parcel. The other properties are all zoned commercial along the "S" curve and mixed use would be ideal with Kingslane abutting the back property which even though it is a trailer park, does share the multifamily zone. With the failed use of the site as a commercial zone, the parcel will succeed with an apartment building. I personally do not think ANOTHER apartment building should be located on HWY 395, creating a pattern of business (Lucky Liquor) apartment complex, business (funeral home), apartments and then business (real estate office). That is why we were asking for the mixed structure fronting Hwy 395 only.

**Conclusion:**

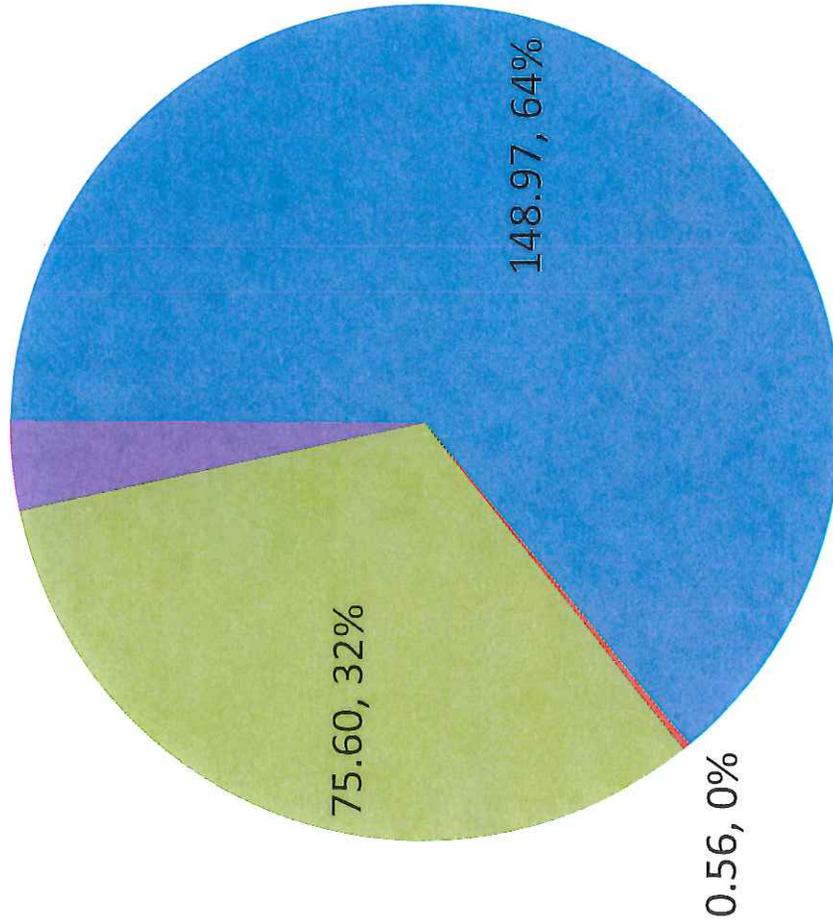
Does the project fill a need in Gardnerville? The multi-family housing is full at this time. There are other vacant parcels that are currently zoned multi family, but this is a smaller lot of the others that may be available. It is close proximity to services which made this location of the "S" curve desirable for the mixed use commercial. The mixed use commercial does require more parking and parking takes up land that would not otherwise be needed if they constructed MFR or neighborhood commercial. The current uses of neighborhood commercial are located in Table 1 with building site requirements in table 2 attached.

Based on the findings and the staff report, staff recommends to the Gardnerville Town Board **Conditional Approval** of the Tentative Parcel Map with the conditions previously stated in this report and any other conditions discussed during the item at the town board meeting. These conditions will be shared with county staff to include with the planning commission packet for their consideration of this item.



# MFR

(acres, % of zone)



MFR

Commercial

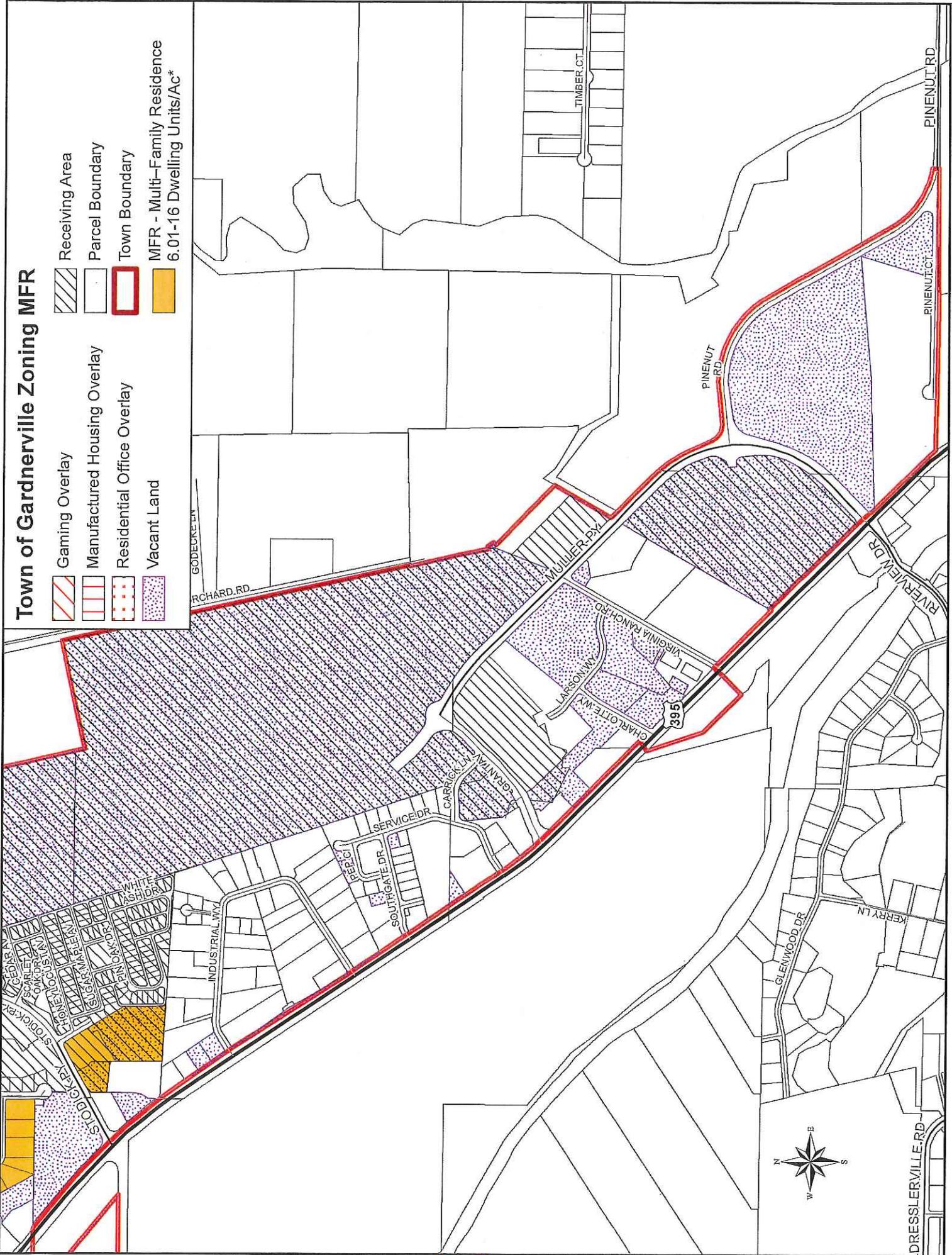
RECEIVING AREA

MFR plus other Zones

8-8

# Town of Gardnerville Zoning MFR

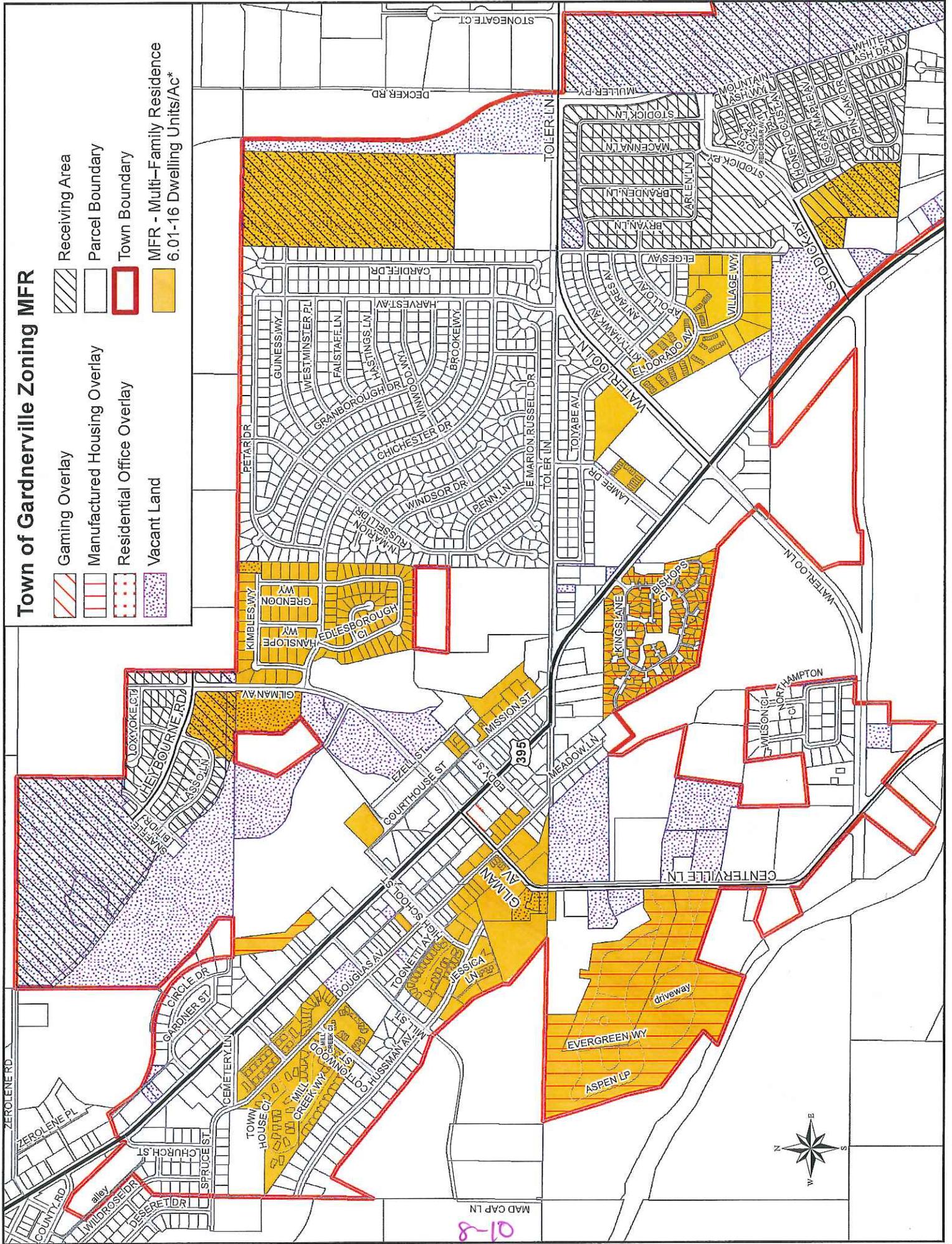
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  MFR - Multi-Family Residence 6.01-16 Dwelling Units/Ac\*



8-9

# Town of Gardnerville Zoning MFR

-  Gaming Overlay
-  Manufacturing Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  MFR - Multi-Family Residence 6.01-16 Dwelling Units/Ac\*



Specific Standards (See section in chapter 20.668)	PR	NC	OC	GC	MUC	TC	LI	GI	SI	PF	AP
010. Accessory dwelling units	+	+	+	+	+	+	+	+	+	+	+
020. Airport related uses											+
030. Bed and breakfast	+	+	+								
040. Campground	+					+				+	
050. Day care center		+									
060. Drive-through uses	+	+	+	+	+	+	+	+	+	+	
065. Home Occupations	+	+	+	+	+	+	+	+	+	+	
070. Large group care of group home					+						
080. Multi-family housing (MFR zone)					+						
085 Multi-family housing (MCU zone)					+						
090. Open or subsurface mining										+	
100. Personal storage facility							+	+	+		
110. Recreational vehicles	+	+	+	+	+	+	+	+	+	+	+
120. Recycling facility							+	+	+		
130. Vehicle service center, convenience store with gasoline sales		+		+	+	+					
135. Independent congregate senior living community		+	+	+							
140. Service station conversion	+	+	+	+	+	+	+	+	+	+	
150. Sexually oriented businesses									+		
160. Vehicle sales		+		+	+	+					
170. Stationary tank storage (above ground)	+	+	+	+	+	+	+	+	+	+	+
180. Telecom. site	+	+	+	+	+	+	+	+	+	+	+
190. Telecom. facility	+	+	+	+	+	+	+	+	+	+	+
200. Wind energy conversion system, commercial										+	
210. Wind energy conversion system, commercial use test site											
220. Wind energy conversion system, Micro	+	+	+	+	+	+	+	+	+	+	+
230. Wind energy conversion system, small	+			+	+	+	+	+	+	+	+
240. Special Occasion Home		+	+	+	+	+					
250. Craft foods or alcoholic beverages (large and small)		+		+		+	+		+		
270. Indoor Gun Range	+	+		+		+	+		+	+	
280. Heliport							+				

TABLE 2

20.658.010 Non-residential district development standards (Table)

Minimum Development Standards	PR	NC	OC	GC	MUC	TC	LI	GI	SI	PF	AP
Minimum Net Lot Area (Square Feet except as noted) <sup>6,8</sup>	20000	1000	7500	10000	0	1 ac	1 ac	1 ac	10000	0	0
Average Lot Width (feet)	90	80	80	N/A	N/A	100	100	100	80	0	0
Average Coroner Lot Width (feet)	100	88	88	N/A	N/A	110	110	110	88	0	0
Front Setback (feet) <sup>1,1a</sup>	20	20	10	20	15	10	20	20	20	0	2
Rear Setback (feet) <sup>1a,2,3,5</sup>	20	10	5	2	10	2	10	10	2	10	2
Side Setback (feet) <sup>1a,3</sup>	20	2	2	2	2	2	10	10	2	10	2
Side Setback, Street side (feet) <sup>1a,3</sup>	15	15	10	15	15	10	20	15	15	15	2
Floor Area Ratio (Maximum Percentage)	35/50 <sup>4</sup>	N/A	N/A								
Maximum Structure Height (feet)	35	35	35	45	35 (7)	45	45	45	45	N/A	45

1 The required front setback may be reduced down to zero (0) feet for projects fronting on U.S. Highway 395 between the intersections of State Route 88 to the north and the Elges-Waterloo extension to the south, or as otherwise adopted for projects located in a specific plan. (rev. 8-2009) (20) - 134

9-1-2

1a The required front setback may be reduced down to zero(0) feet within non-residential zoning districts within the Town of Genoa, with the exception of properties fronting on the east and west sides of Main Street, south of Nixon Street/Genoa, and north of Carson Street. A minimum 40-foot front yard setback is required for properties located on the west side of Main Street, or a setback consistent with the adjacent existing structures. A minimum 20-foot setback is required for properties located on the east side of Main Street, or a setback consistent with adjacent or existing structures. The required side, street side, and rearsetback within non-residential zoning districts within the Town of Genoa may be reduced as required by the Uniform Building Code.

2 Except as required by the Uniform Building Code.

3 Side and rear yard setbacks shall be a minimum of 15 feet adjacent to a single-family residential district.

4 The maximum Floor Area Ratio shall be 35% for one story buildings and 50% for multi-story buildings. In the MUC zoning district, the maximum Floor Area Ratio may be increased to 75 percent when all other provisions of this title have been met.

5 For parcels adjoining alleys, the yard setback adjoining the alley may be reduced to a minimum of five feet.

6 Minimum net lot area includes all common areas, parking, landscaping and building areas associated with a project for the purposes of creating building envelopes or non-residential condominium units.

7 The height of structures within the MUC zoning district may be increased as provided in chapter 20.664.

8 Existing commercially zoned lots within the Towns of Gardnerville and Minden are exempt, if all other requirements of this title have been met.

MFR – with more Character that what is being proposed.



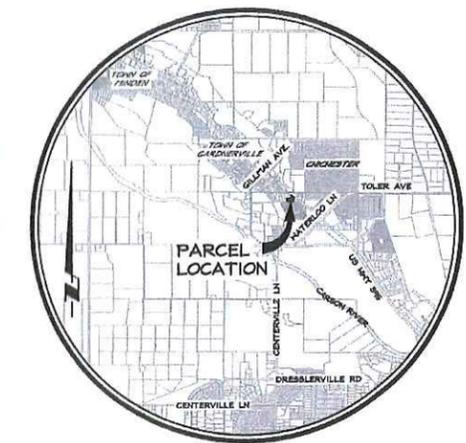
rr



8-13

Mixed Use. Commercial Below – Residential above .





VICINITY MAP  
SCALE 1" = 4,000'

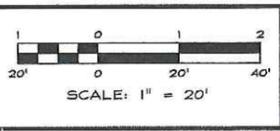


**PROJECT SUMMARY**

A.P.N. 1220-04-101-024  
 OWNER: STAHL, MARTIN L & LUDMILLA  
 207 SHADOW MOUNTAIN RD  
 GARDNERVILLE, NV 89460  
 (775) 690-5965  
 DEVELOPER: (SAME AS OWNER)  
 ENGINEER: R.O. ANDERSON ENGINEERING, INC.  
 P.O. BOX 2224  
 HINDEN, NEVADA 89423  
 (775) 782-2822  
 PROJECT ADDRESS: 1876 N HWY 395  
 GARDNERVILLE, NV 89410  
 EXISTING ZONING: NC  
 PROPOSED ZONING: MULTI-FAMILY RESIDENTIAL  
 (MAXIMUM DENSITY OF 16 UNITS PER AC.)  
 EXISTING MASTER PLAN: COMMERCIAL  
 PROPOSED MASTER PLAN: MULTI FAMILY RESIDENTIAL  
 FLOOD ZONE: AD 1' & AE PER FIRM MAP PANEL 32005C0265G  
 DATED 06/15/2016  
 TOTAL AREA: 1.66± ACRES (72,310± SF)  
 OPEN SPACE:  
 REQUIRED: 18,078 SF (25%)  
 PROVIDED: 21,406 SF (30%)  
 BUILDINGS: 16,812 SF (23%)  
 PARKING AREA: 5,674 SF (8%)  
 PAVED ACCESS: 21,325 SF (29%)  
 BUILDING SUMMARY:  
 EXISTING: 1,344 SF (TO BE REMOVED)  
 PROPOSED:  
 UNITS:  
 6-PLEX BUILDINGS: 1 (4,805 SF)  
 7-PLEX BUILDINGS: 1 (5,603 SF)  
 8-PLEX BUILDINGS: 1 (6,404 SF)  
 DENSITY: 12.65 UNITS/AC  
 PARKING:  
 REQUIRED: 42 SPACES (2 SPACES/UNIT)  
 PROVIDED:  
 GARAGE PARKING: 21 SPACES  
 TANDEM PARKING: 21 SPACES  
 GUEST PARKING:  
 REQUIRED: 5 (1 HC) (1 SPACE/4 UNITS)  
 PROVIDED:  
 RV PARKING: 3 (1 SPACE/6 UNITS)  
 PROVIDED: 3  
 BICYCLE:  
 REQUIRED: 4 (1 SPACE/5 UNITS)  
 PROVIDED: 4  
 PROJECT SETBACKS:  
 10' SIDE YARD, 10' REAR  
 5' ALONG ALL SIDE & REAR LOT LINES 7.5'  
 PUBLIC UTILITY EASEMENT: ALONG ALL FRONT & STREET SIDE LOT LINES

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 CLARK COUNTY  
 COMMUNITY DEVELOPMENT

NO.	DATE	REVISION	BLOCK	BY



**R/O Anderson**  
 WWW.RANDERSON.COM  
 NEVADA  
 1632 Comstock Ave  
 P.O. Box 2021  
 Minden, NV 89423  
 P. 775.782.2322  
 F. 775.782.2024  
 CALIFORNIA  
 505 Torrey Pines Blvd  
 Suite A-2  
 South Lake Tahoe, CA 96150  
 P. 530.850.1680  
 F. 775.782.7054

**STAHL MPA AND ZONE CHANGE  
 MARTIN STAHL**

**CONCEPTUAL  
 DEVELOPMENT PLAN**

DRAWN: MAH  
 ENGINEER: ROA  
 SCALE: 1"=20'  
 DATE: 06/01/16  
 JOB: 0957-005  
 DRAWING: DEV. PLAN  
 SHEET: 1  
 OF: 1 SHEETS

8-14



DOUGLAS COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
1594 ESERALDA AVENUE  
MINDEN, NEVADA 89423

KELLY CHASE WORKING

### ROUTING SHEET

To: Engineering:  Building:  Town of Gardnerville  
GID: MGSD Other: \_\_\_\_\_

From: Douglas County Community Development Department

Date: 6/1/16 Application Number: DA 16-036 + 16-037

The Douglas County Community Development Department has received an application for:

- DEVELOPMENT APPLICATION: MPA + ZMA
- LAND DIVISION APPLICATION: \_\_\_\_\_

Planner: \_\_\_\_\_

Applicant: Martin Stahl

Project Address: 1378 N. Hwy 395, Gardnerville

APN 1200-04-101-029

The Applicant is requesting: MPA to change from Commercial to MFR + zoning from NC to MFR

Zoning District: NC Community Plan: M/A

Your comments and/or recommended conditions of approval must be submitted no later than 7/1/16.

Please reply to Coleen Thran-Zepeda, Development Coordinator, by phone (775) 782-9012, email [ctzepeda@douglasnv.us](mailto:ctzepeda@douglasnv.us), or in room 221 at the Minden Inn.

Comments (attach additional sheets as necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PC  
9/13  
BOCC  
10/6



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

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 COMMUNITY DEVELOPMENT

## DEVELOPMENT APPLICATION

FOR STAFF USE ONLY			
File Number	DA 16-036	Receipt Number	CTB
Town:	Gard.	Received By	6-1-16
Master Plan Land Use:		Date	
Regional/Community Plan:	m/a	Floodplain Zone:	NC
		FIRM # & Date:	
		Case Planner:	
		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.

#### A. Application for (check all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> Abandonment                                      | <input type="checkbox"/> Special Use Permit              |
| <input type="checkbox"/> Annexation                                       | <input type="checkbox"/> Variance, Major                 |
| <input type="checkbox"/> Design Review, Major                             | <input type="checkbox"/> Variance, Minor                 |
| <input type="checkbox"/> Design Review, Minor                             | <input checked="" type="checkbox"/> Zoning Map Amendment |
| <input type="checkbox"/> Design Review, Accessory Dwelling Unit           | <input type="checkbox"/> Zoning Text Amendment           |
| <input type="checkbox"/> Agreement (Development/Reim./Affordable Housing) | <b>Modifications to Existing Development Approvals:</b>  |
| <input checked="" type="checkbox"/> Master Plan Map Amendment             | <input type="checkbox"/> Modification, Major             |
| <input type="checkbox"/> Master Plan Text Amendment                       | <input type="checkbox"/> Modification, Minor             |

#### B. Project Location

Street Address (if available): 1378 N. HWY 395

Assessor's Parcel Number(s): 1220-04-101-029

Approximately 72.18 Feet ~~XXXX~~ South of Toler Ln/Douglas Ave  
(Circle one) (Street Name)

Approximately 0 Feet ~~XXXX~~ West of HWY 395  
(Circle one) (Street Name)

#### C. Project Description

The applicant requests: 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 in the Minden/Gardnerville Community Plan.

List any previous applications that have been filed for this site: BLA Doc# 588625 Recorded Sept. 3, 2003





DOUGLAS COUNTY  
 COMMUNITY DEVELOPMENT DEPARTMENT  
 1594 Esmeralda Avenue  
 Post Office Box 218  
 Minden, Nevada 89423  
 TEL (775) 782-6217  
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 www.douglascountynv.gov

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JUN 01 2016

DOUGLAS COUNTY  
 COMMUNITY DEVELOPMENT

**DEVELOPMENT APPLICATION**

<b>FOR STAFF USE ONLY</b>			
File Number: <u>DA 16-037</u>	Receipt Number: <u>Aard</u>	Received By: <u>CTZ</u>	Date: <u>6-1-16</u>
Town: _____	Floodplain Zone: _____	Zoning: <u>NC</u>	Case Planner: _____
Master Plan Land Use: _____	FIRM # & Date: _____	Case Planner: _____	
Regional/Community Plan: <u>m/a</u>	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.

**A. Application for (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> Abandonment                                      | <input type="checkbox"/> Special Use Permit                     |
| <input type="checkbox"/> Annexation                                       | <input type="checkbox"/> Variance, Major                        |
| <input type="checkbox"/> Design Review, Major                             | <input type="checkbox"/> Variance, Minor                        |
| <input type="checkbox"/> Design Review, Minor                             | <input checked="" type="checkbox"/> <u>Zoning Map Amendment</u> |
| <input type="checkbox"/> Design Review, Accessory Dwelling Unit           | <input type="checkbox"/> Zoning Text Amendment                  |
| <input type="checkbox"/> Agreement (Development/Reim./Affordable Housing) | <b>Modifications to Existing Development Approvals:</b>         |
| <input checked="" type="checkbox"/> Master Plan Map Amendment             | <input type="checkbox"/> Modification, Major                    |
| <input type="checkbox"/> Master Plan Text Amendment                       | <input type="checkbox"/> Modification, Minor                    |

**B. Project Location**

Street Address (if available): 1378 N. HWY 395

Assessor's Parcel Number(s): 1220-04-101-029

Approximately 72.18 Feet ~~XXXXX~~ South of Toler Ln/Douglas Ave  
(Circle one) (Street Name)

Approximately 0 Feet ~~XXXXX~~ West of HWY 395  
(Circle one) (Street Name)

**C. Project Description**

The applicant requests: 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 in the Minden/Gardnerville Community Plan.

List any previous applications that have been filed for this site: BLA Doc# 588625 Recorded Sept. 3, 2003



# Anderson

June 1, 2016

Via Hand Delivery

Douglas County Community Development  
P.O. Box 218  
Minden, NV 89423

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DOUGLAS COUNTY  
COMMUNITY DEVELOPMENT

**Statement of Justification and Detailed Description  
A Master Plan Amendment and Zoning Map Amendment  
1378 N. HWY 395, Gardnerville, NV  
APN 1220-04-101-029**

To Whom It May Concern:

Please consider this letter our statement of justification and detailed description on behalf of the owner, Martin Stahl, for the submittal of a Master Plan Amendment and the submittal of a 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;  $1.66 \times 16/\text{acre} = 26.56$  units; min net lot area = 9,000). The project site is located as Assessor's Parcel Number 1220-04-101-029 and consists of approximately 1.66 acres. It is addressed as 1378 N. HWY 395, Gardnerville, NV; it is within the Minden/Gardnerville Community plan, Town of Gardnerville.

The project site is located on the southwest side of U. S. Highway 395 (Main Street) southeast of Toler Avenue and northwest of Waterloo Lane. It is just north of the Kingslane subdivision. Per the Assessor's database the property has a restaurant building with an attached garage. The parcel is within a Special Flood Hazard area, having floodplain designations of AO (Depth 1) and AE as per the FEMA FIRM 32005C0253H dated July 9, 2015.

The applicant is requesting a Master Plan Amendment to change the master plan designation from Commercial to Multi-Family Residential and is requesting a Zoning Map Amendment to change the zoning designation on the parcel from Neighborhood Commercial to Multi-Family Residential, in order to construct a multi-family residential development. The surrounding properties consist of the following:

Relation to Parcel	Master Plan designation	Zoning designation	Current Use
South	Multi-Family Residential	Multi-family residential	Kingslane Mobile Home Subdivision
West	Commercial	Neighborhood Commercial	Retail Building

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

8-21

June 1, 2016  
 Martin Stahl MPA& ZMA  
 Statement of Justification and Detailed Description  
 Page 2 of 16

North/adjacent	Commercial	Neighborhood Commercial	Four Multi-family Apartment Units / Funeral Home
North/across U.S. Hwy 395	Commercial	Neighborhood Commercial	Motel / Restaurant
East/adjacent	Commercial	Neighborhood Commercial	Real Estate Office
East/across U.S. Hwy 395	Commercial	Neighborhood Commercial	Preschool/Park strip

**Detailed Description of the Conceptual plan for the parcel:**

At this time the multi-family concept consists of three separate structures with approximately 20 – 22 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 Multi-Family Residential. 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, as is required per Douglas County Code 20.664.120 Multi-family housing (multi-family residential zoning district). *(Please refer to the conceptual floor plans, exterior elevations and development plan provided)*

The applicant is aware that due to the nature of the flood zone designations of AO D1 and AE on the site, that during the Design Review application process of the project, that a Flood Impact Study, along with a Conceptual Drainage Study, Grading and Drainage Plan will be required with the application submittal for review by the Douglas County Engineering staff to verify the impacts to adjacent and neighboring parcels with the development of this site. The type of construction of the structures will also be verified by the Building Division with the Design Review submittal, to meet FEMA’s standards for constructing in the Special Flood Hazard Area. Any type of construction, be it residential or commercial would require the same level of evaluation for construction in the special flood hazard area.

The applicant has provided a Traffic and Impact Study, prepared by Solaegui Engineers, as is required by this application. The recommendations and conclusions from the study indicate that the proposed conceptual multi-family project will have little impact on the adjacent street network. The engineer does make the recommendation that with the development of the site,

June 1, 2016  
Martin Stahl MPA& ZMA  
Statement of Justification and Detailed Description  
Page 3 of 16

that access to the project be provided from a single driveway that is shared with the adjacent property owner, to the east, a real estate office. It is also recommended that the driveway continue to allow the full turning movements so sight distance can be maintained. In addition any required signing, striping and traffic control improvements are required to comply with Douglas County and the Nevada Department of Transportation.

The following is our analysis of the required findings for a Master Plan Amendment and the findings for a Zoning Map Amendment; per Douglas County Code Sections 20.608.040 and 20.610.050:

**Findings for a Master Plan Amendment 20.608.040:**

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.

**Comment:**

The requested master plan designation of Multi-Family Residential is consistent with the policies in the 2011 Master Plan. "This designation supports the highest density planned in Douglas County. Development ranges from no less than six to a maximum of 16 dwelling units per acre. Multi-Family Residential provides opportunities for mixed-use projects that can encourage downtown revitalization and realize efficiencies in the utilization of public services and facilities. The Multi-Family Residential land use is located in the Urban Service Areas of Minden, Gardnerville, Gardnerville Ranchos, and Indian Hills." This project provides the opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses. It will be able to utilize existing public services and facilities. The proposed Master Plan Amendment is within an established urban area, which further supports the land use policies embodied in the

June 1, 2016

Martin Stahl MPA& ZMA

Statement of Justification and Detailed Description

Page 4 of 6

adopted Master Plan and the Minden/Gardnerville Community Plan. As pursuant to Section 20.650.010 of the Douglas County Code, the purpose of the Multi-Family Residential district is intended for the development of high-density residential areas with a variety of housing options, including small lot multi-family projects within existing urban services areas of Gardnerville.

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.

**Comment:**

This project provides the opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses. The property owner wishes to utilize the property to a better potential, and in order to do so, a change of land use and zoning is required. As per MG Policy 1.12 of the Master Plan, "Multi-family residential projects shall be located within the urban service and receiving areas of Minden and Gardnerville. Multi-family residential projects shall be located within a reasonable proximity to major roadways, commercial centers, emergency services, schools, pedestrian trails, and other urban services." The proposed project is conveniently located to U.S. Hwy 395, and to existing, established commercial centers, schools and emergency services, that are well within walking distance from the project site.

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;

**Comment:**

There are existing services on site, such as sewer and water services, phone, cable, electric and gas services, in addition to those in close proximity to the site. The applicant has made initial contact to the existing service providers, to plan for the proposed project and has discussed the matter of upgrading services, when the time comes to develop the site.

June 1, 2016  
Martin Stahl MPA& ZMA  
Statement of Justification and Detailed Description  
Page 5 of 6

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)

**Comment:**

As stated in the Project Description the project site is bordered to the south and adjacent north by Multi-family uses, such as a small apartment building and the Kingslane Mobile Home Subdivision. To the immediate west is a small retail building and north across U.S. Hwy 395 is a motel, restaurant and backyard area of a preschool. Changing the master plan designation from commercial to multi-family residential allows the parcel to be developed as proposed meeting the Master Plan policies MG 1.12 and MG 1.13 to encourage the intermixing of multi-family residential projects within commercial and other residential neighborhoods whenever possible. In addition, as per the MG Policy 2.10 "Improve U.S. Highway 395's image, Old Town and the 'S' curve continue to be a priority investment district." This request to change the master plan to multi-family residential provides that the property owner is investing in improving this parcel and providing an opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses.

**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 designation of Multi-Family Residential is consistent with the policies in the 2006 Master Plan and the requested land use designation. The proposed ZMA is within an established urban area, which further supports the land use policies embodied in the adopted Master Plan and the Minden/Gardnerville Community Plan. As pursuant to Section 20.650.010 of the Douglas County Code, the purpose of the

June 1, 2016  
Martin Stahl MPA& ZMA  
Statement of Justification and Detailed Description  
Page 6 of 6

Multi-Family Residential district is intended for the development of high-density residential areas with a variety of housing options, including small lot multi-family projects, within existing urban services areas of Gardnerville.

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.

**Comment:** The project site is within the urban area boundary of the Town of Gardnerville. Per the Minden/Gardnerville Community Plan of the Master Plan the project site is within the area designated as Old Town and the 'S' curve of the Town of Gardnerville. Changing the zoning designation from neighborhood commercial to multi-family residential allows the property owner to meet the Master Plan MG Policy 2.10 "Improve U.S. Highway 395's image. Old Town and the 'S' curve continue to be a priority investment district" as the property owner is investing in improving this parcel and providing an opportunity to revitalize a parcel that has been vacant at times and has seen a constant turnover of unsuccessful commercial uses. In addition, the request to change the zoning from neighborhood commercial to multi-family residential meets the Master Plan policies MG 1.12 and MG 1.13 to encourage the intermixing of multi-family residential projects within commercial and other residential neighborhoods whenever possible.

Thank you for your consideration regarding this project.

Sincerely,

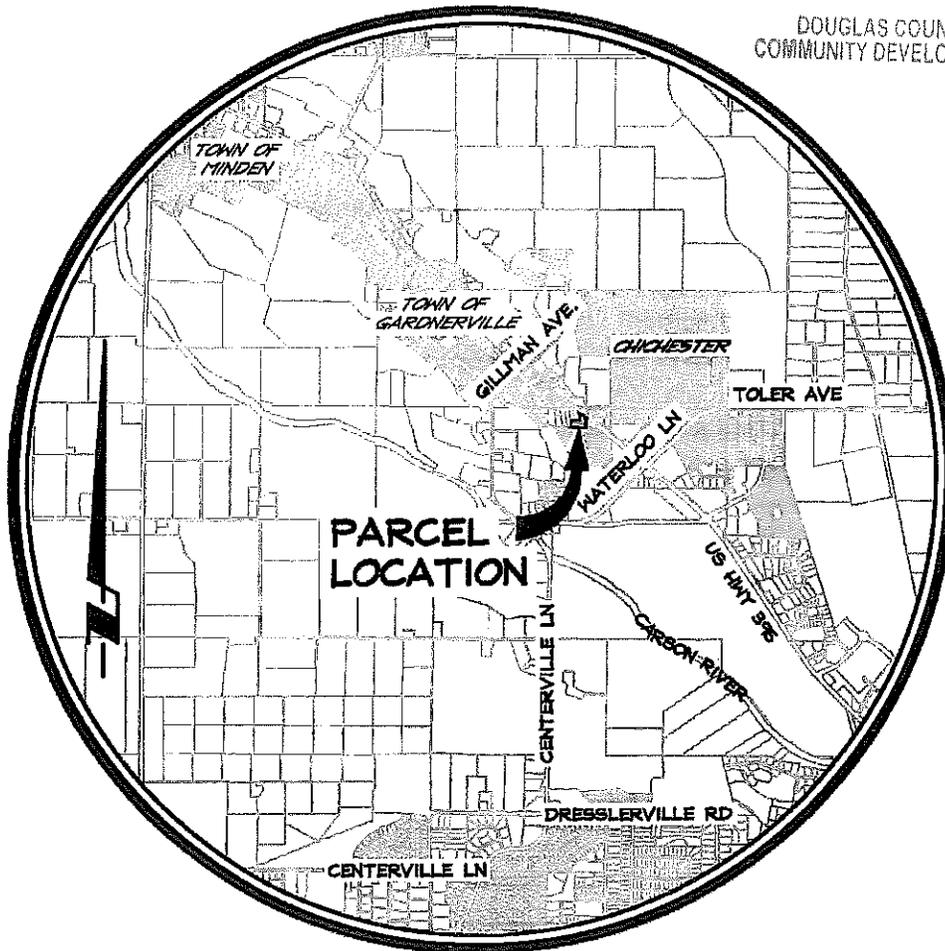
R.O. ANDERSON ENGINEERING, INC.

  
Tammy J. Kinsley,  
Associate Planner

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DOUGLAS COUNTY  
COMMUNITY DEVELOPMENT



**VICINITY MAP**

SCALE 1" = 4,000'

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**RO Anderson**  
WWW.ROANDERSON.COM

NEVADA  
1603 Esmeralda Ave  
P.O. Box 2229  
Minden, NV 89423  
p 775.782.2522  
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

**VICINITY MAP**

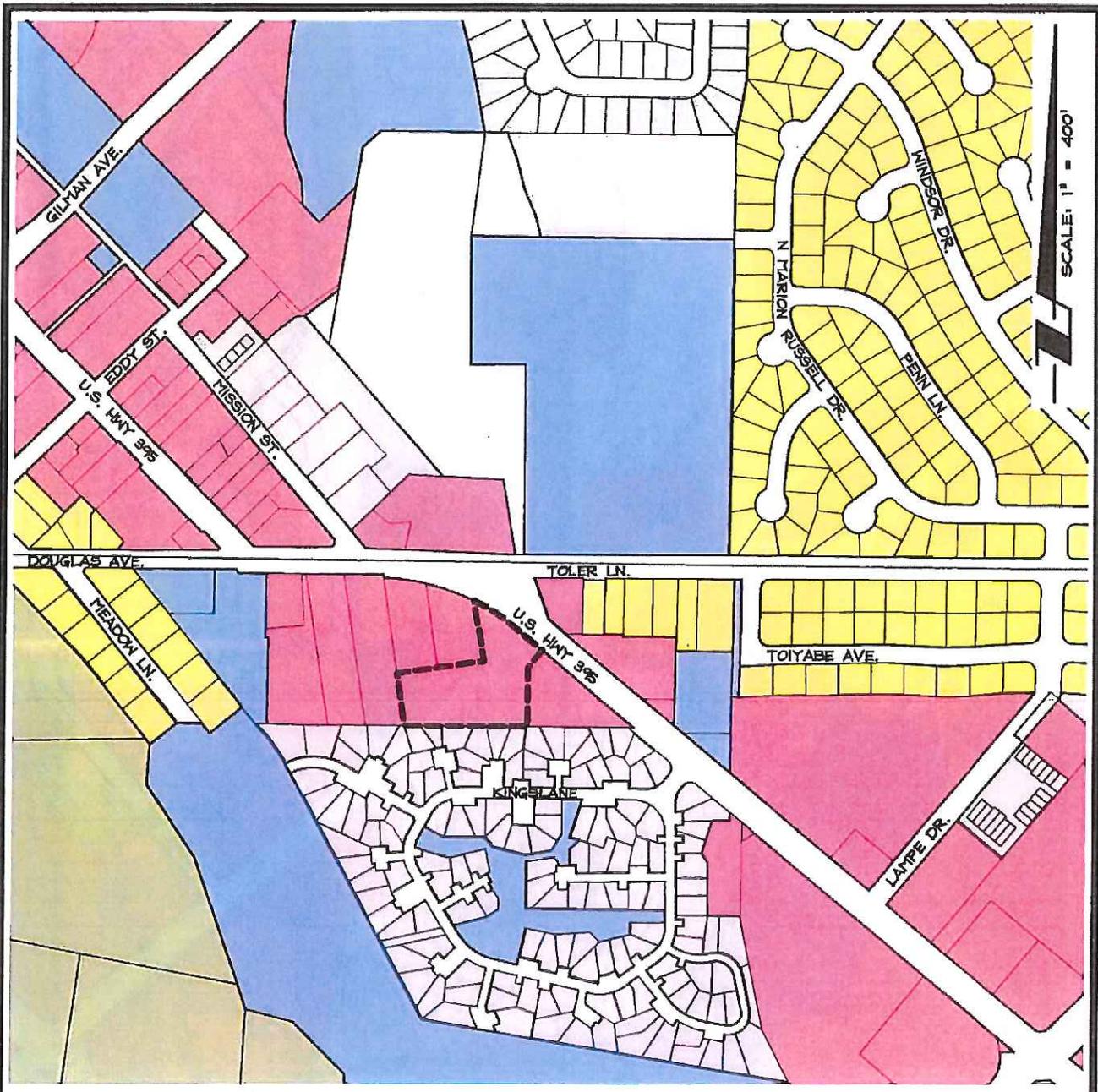
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MARTIN STAHL MPA & ZMA

0957-005

06/01/16

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LEGEND	
	AGRICULTURAL
	COMMUNITY FACILITIES
	COMMERCIAL
	MULTI-FAMILY RESIDENTIAL
	SINGLE FAMILY ESTATES
	SINGLE FAMILY RESIDENTIAL
	PROJECT BOUNDARY

**RO Anderson**  
 WWW.ROANDERSON.COM

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 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

**EXISTING MASTER PLAN**

APN 1220-04-101-029

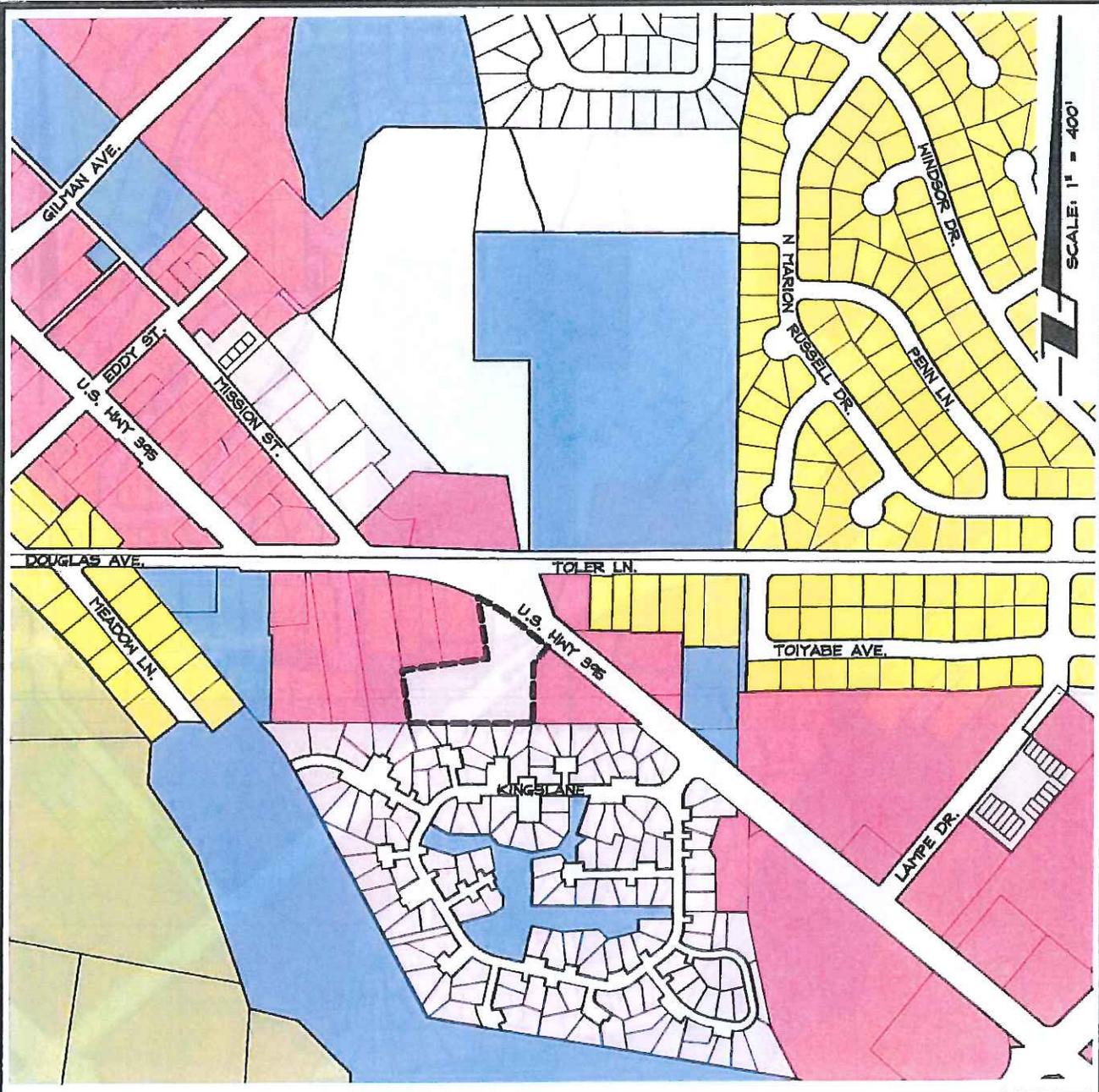
MARTIN STAHL MPA & ZMA

0957-005

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8-28

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LEGEND	
AGRICULTURAL	SINGLE FAMILY ESTATES
COMMUNITY FACILITIES	SINGLE FAMILY RESIDENTIAL
COMMERCIAL	PROJECT BOUNDARY
MULTI-FAMILY RESIDENTIAL	

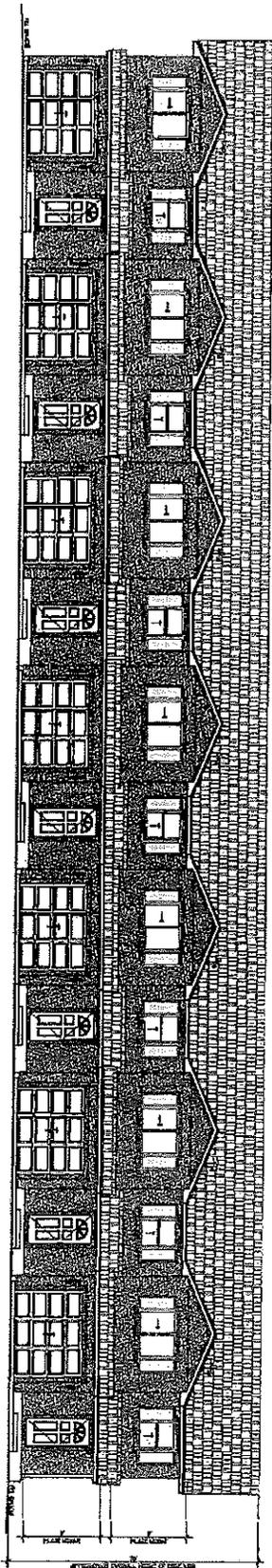
**R|O Anderson**  
 WWW.ROANDERSON.COM

NEVADA  
 1603 Esmeralda Ave  
 P.O. Box 2229  
 Minden, NV 89423  
 p 775.782.2322  
 f 775.782.7084

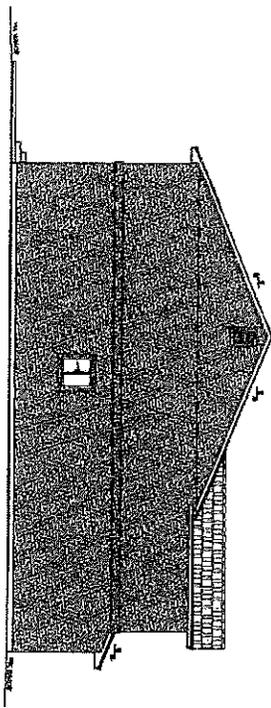
CALIFORNIA  
 595 Tahoe Keys Blvd  
 Suite A-2  
 South Lake Tahoe, CA 96150  
 p 530.600.1660  
 f 775.782.7084

**PROPOSED MASTER PLAN**  
 APN 1220-04-101-029  
**MARTIN STAHL MPA & ZMA**  
 0957-005 06/01/16

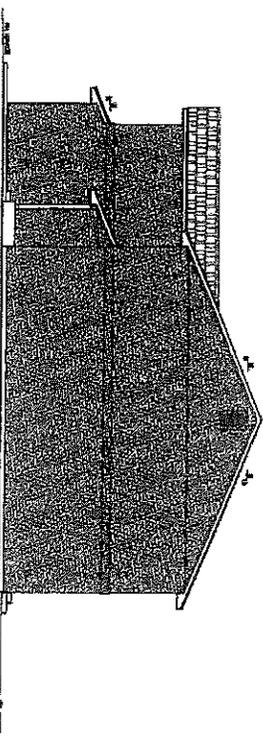
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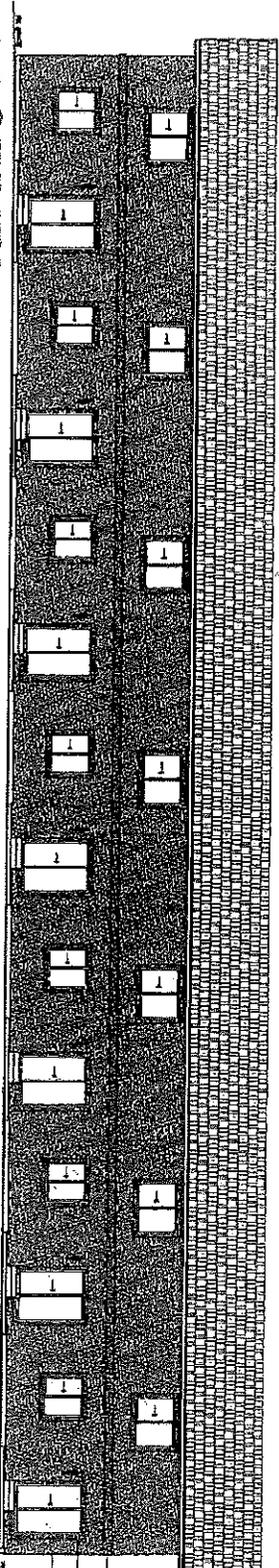
FRONT ELEVATION



LEFT ELEVATION



RIGHT ELEVATION



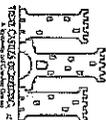
REAR ELEVATION

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JUN 01 2016

DOUGLAS COUNTY  
COMMUNITY DEVELOPMENT

THIS DOCUMENT IS UNCLASSIFIED AND IS NOT BEING CONTINUED IN THE PUBLIC DOMAIN. IT IS THE PROPERTY OF THE COUNTY AND IS TO BE RETURNED TO THE COUNTY OFFICE OF RECORDS AND ADMINISTRATION UPON REQUEST.



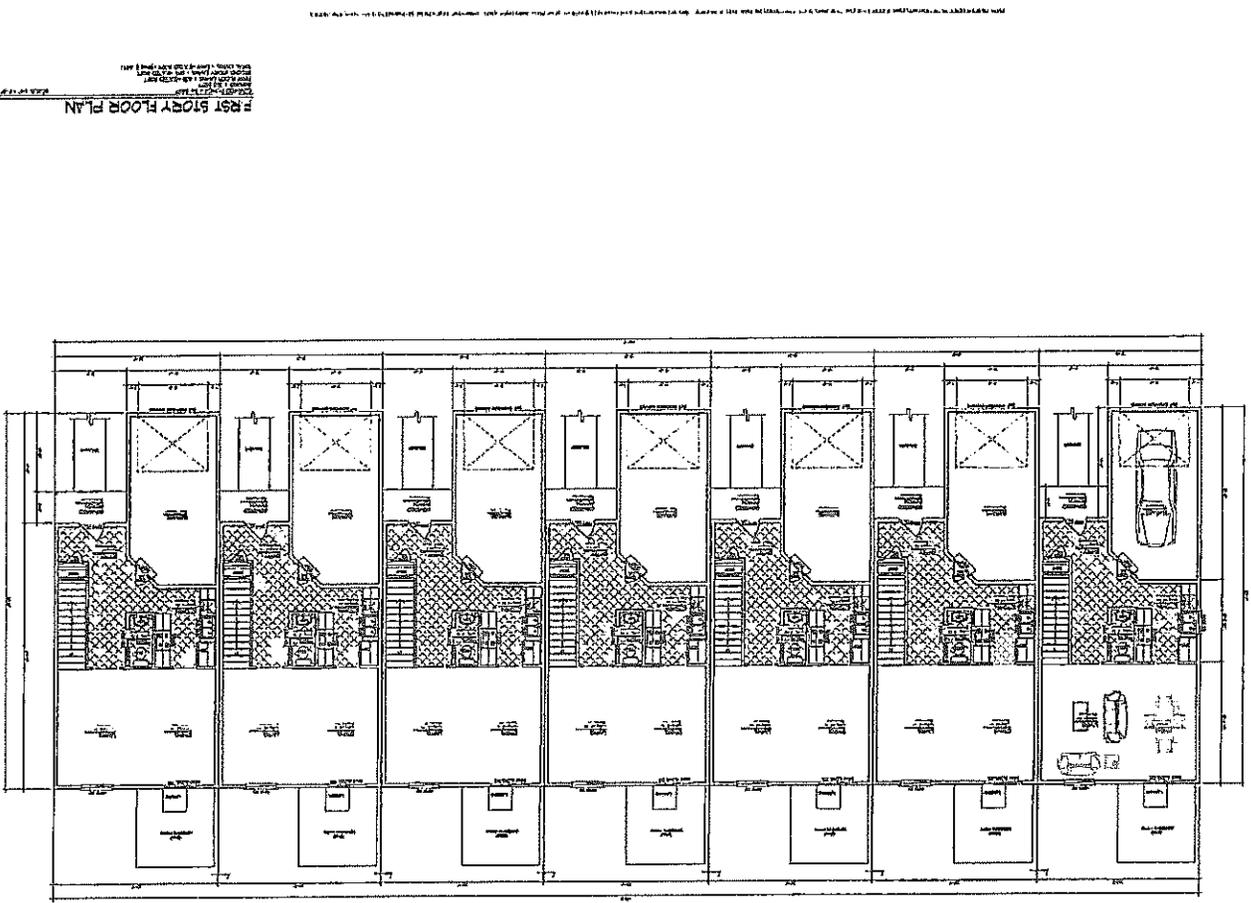
**PROPOSED APARTMENT COMPLEX**  
 OWNERS: MARTIN & LUDMILLA STAHL  
 1378 N. HWY. 395  
 GARDNERVILLE, NV.  
 A.P.N. 1220-04-101-029

PROJECT

ORDER DATE: 09/11/16  
 DESIGNER:  
 DATE:

CONTRACTOR

A20  
 SHEET



CONTRACTOR  
 PROJECT  
 PROPOSED APARTMENT COMPLEX  
 OWNERS: MARTIN & LINDINILLA STELL  
 1376 N. HWY. 295  
 GARDNERVILLE, NV.  
 A.P.N. 122004-101-029

SHEET  
 A10

PROJECT  
 PROPOSED APARTMENT COMPLEX  
 OWNERS: MARTIN & LINDINILLA STELL  
 1376 N. HWY. 295  
 GARDNERVILLE, NV.  
 A.P.N. 122004-101-029



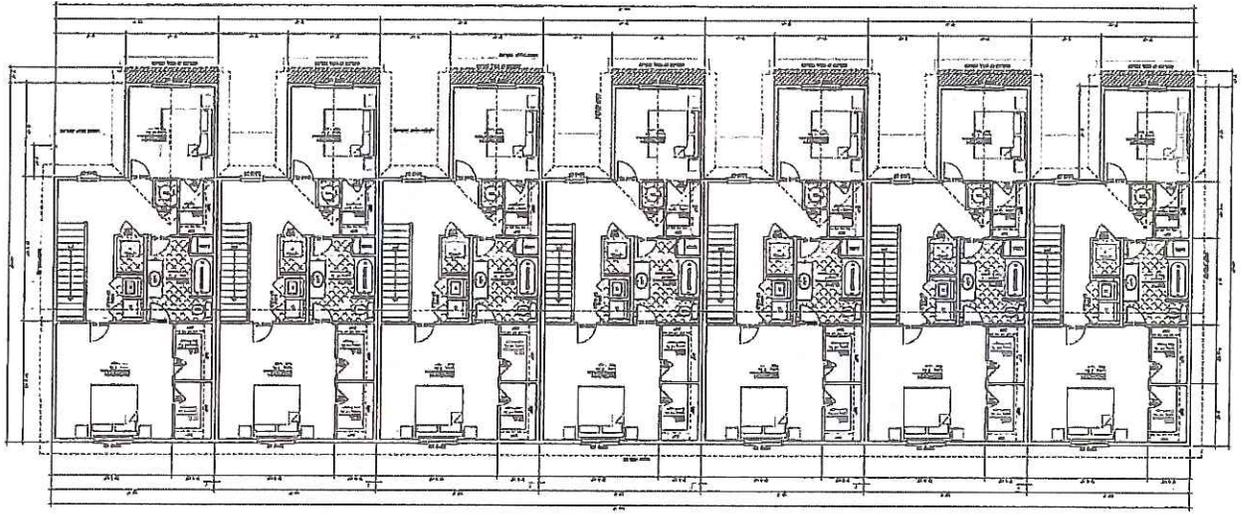
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DOUGLAS COUNTY  
 COMMUNITY DEVELOPMENT

SEE OTHER SHEETS FOR COMPLETE SET OF DRAWINGS AND SPECIFICATIONS. THIS SHEET IS TO BE USED FOR CONSTRUCTION OF THE SECOND STORY FLOOR PLAN.

SECOND STORY FLOOR PLAN



SHEET  
All

CONTRACTOR

PROJECT  
PROPOSED APARTMENT COMPLEX  
OWNERS: MARTIN & LUDMILLA STAHL  
1378 N. HWY. 395  
GARDENSVILLE, NY  
A.P.N. 12209-04-101-029

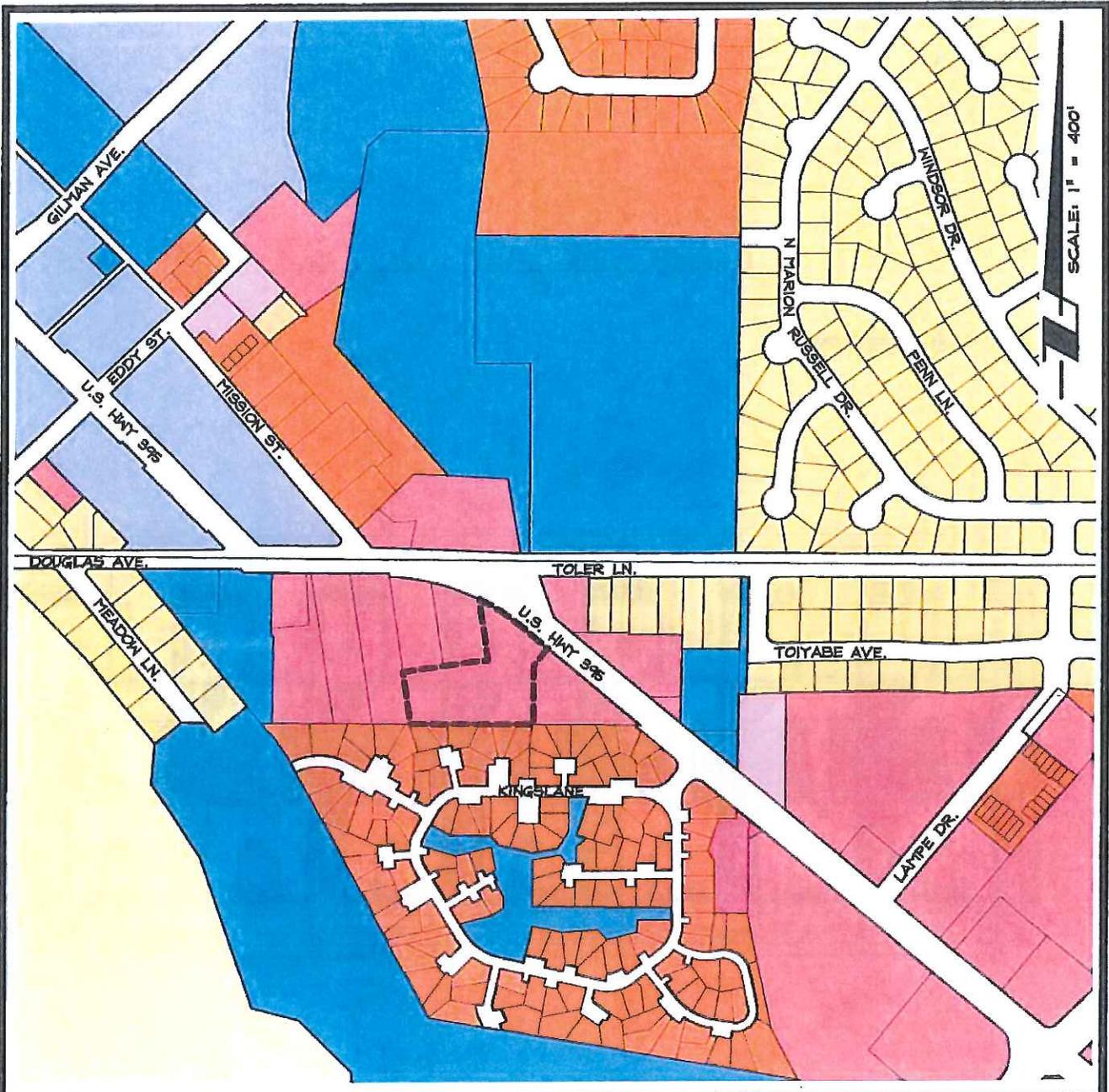
DATE: 04/21/15



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COMMUNITY DEVELOPMENT

8-32

Y:\Client Files\0957\0957-005\CAD\Planning\Exhibits\0957-005 X-ZONE.dwg 5/31/2016 12:42:27 PM Marie A. Huise



LEGEND		
SFR-8000	MUC	PROJECT BOUNDARY
MFR	OC	
NC	SFR-1	
PF	GC	

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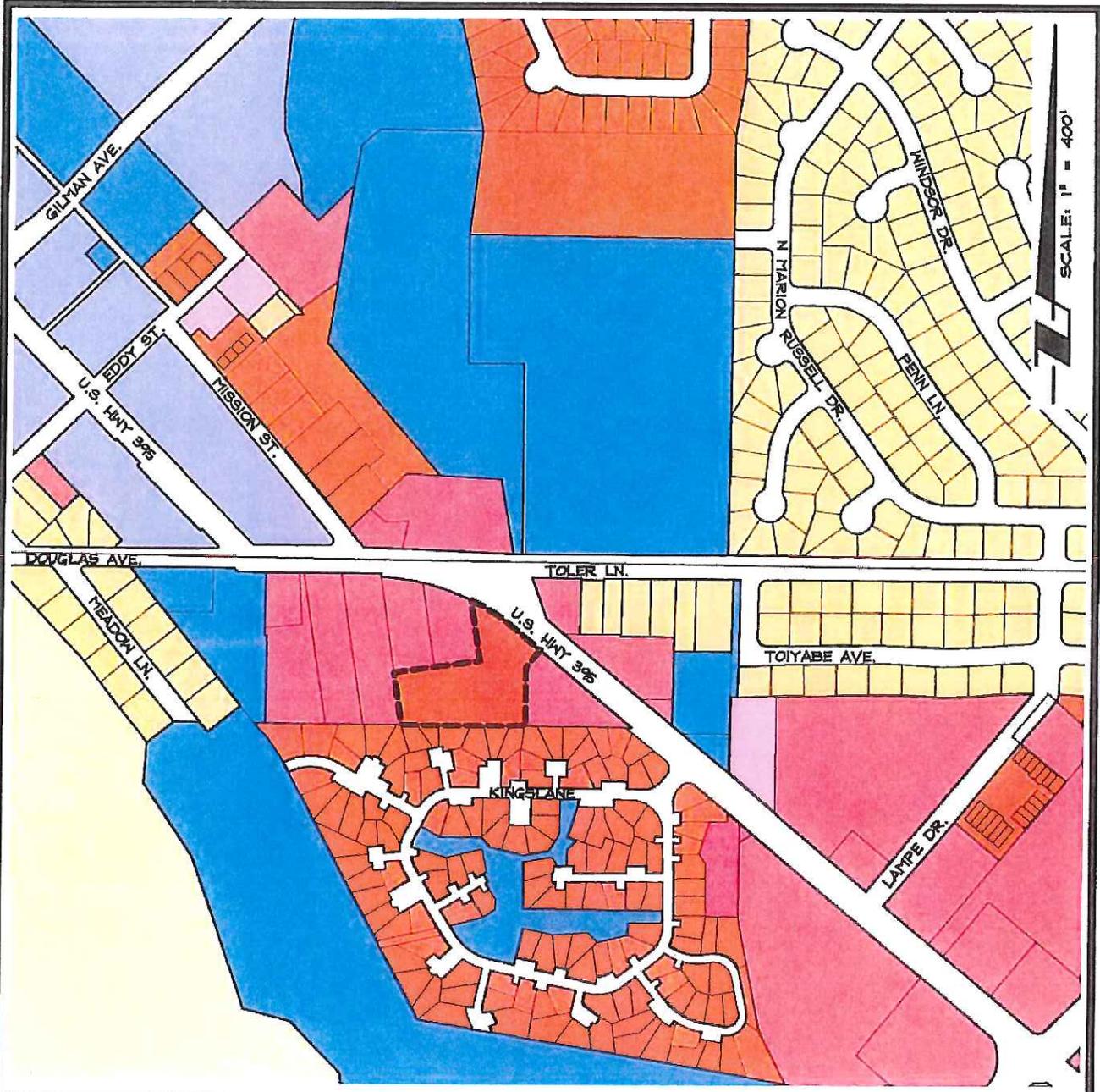
CALIFORNIA  
 595 Tahoe Keys Blvd  
 Suite A-2  
 South Lake Tahoe, CA 96150  
 p 530.600.1660  
 f 775.782.7084

**EXISTING ZONING**  
 APN 1220-04-101-029  
**MARTIN STAHL MPA & ZMA**

0957-005

06/01/16

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LEGEND					
	SFR-8000		MUC		PROJECT BOUNDARY
	MFR		OC		
	NC		SFR-1		
	PF		GC		

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**PROPOSED ZONING**  
 APN 1220-04-101-029  
**MARTIN STAHL MPA & ZMA**  
 0957-005 06/01/16

8-34

# Gardnerville Town Board



## AGENDA ACTION SHEET

1. **For Possible Action:** Discussion with possible input 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.

2. **Recommended Motion:** Provide staff direction as needed per discussion.

**Funds Available:**  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016 **Time Requested:** 40 minutes

6. **Agenda:**  Consent  Administrative

**Background Information:** Douglas County has hired Wells Barnett Associates to perform the master plan update for 2016. Candace is working for Wells Barnett and is the project manager for the master plan update. She has many ideas and would like some input as we discuss the masterplan and the town's wants and needs further.

I have performed a breakdown, both in a spreadsheet form and GIS did the maps indicating the specific zoning so we can get a better feel for what is located within the town today.

I have provided that information attached to this cover sheet for your review and consideration.

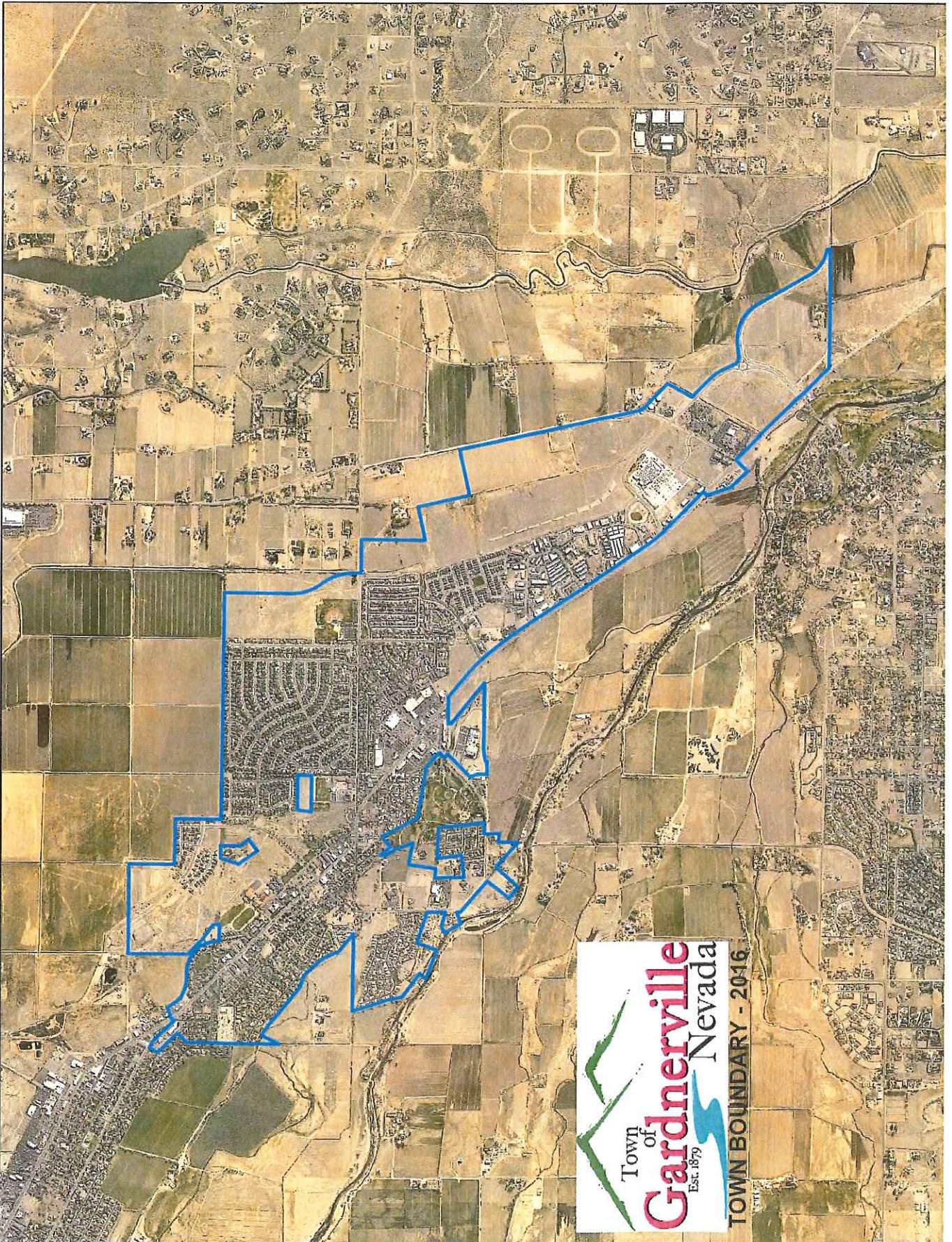
What updates does the board want in the masterplan. I have redlined the contents of the masterplan. Please review the sheets and add your input. There are some questions we will ask during the meeting.

Where does the town expand to the west or east and what does the zoning look like? I am still gathering data from the county on what we have on the books to date as far as homes and zoning in the existing receiving area. But I think this information will help paint a clear picture on where improvements are needed.

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

8. **Board Action:**

Approved  Approved with Modifications  
 Denied  Continued



Town of Gardnerville  
Est. 1879  
Nevada

TOWN BOUNDARY - 2016

# ***Master Plan UPDATE 2016***

Should the Community Plan Boundary be split between Gardnerville and Minden?

Would it be helpful to allow multifamily zoning within commercial land use category to encourage more density in the town core the change in Zoning (mixed use commercial, Multi Family would be allowed in commercial?

Does the existing Master Plan goals need to be changed for Gardnerville?

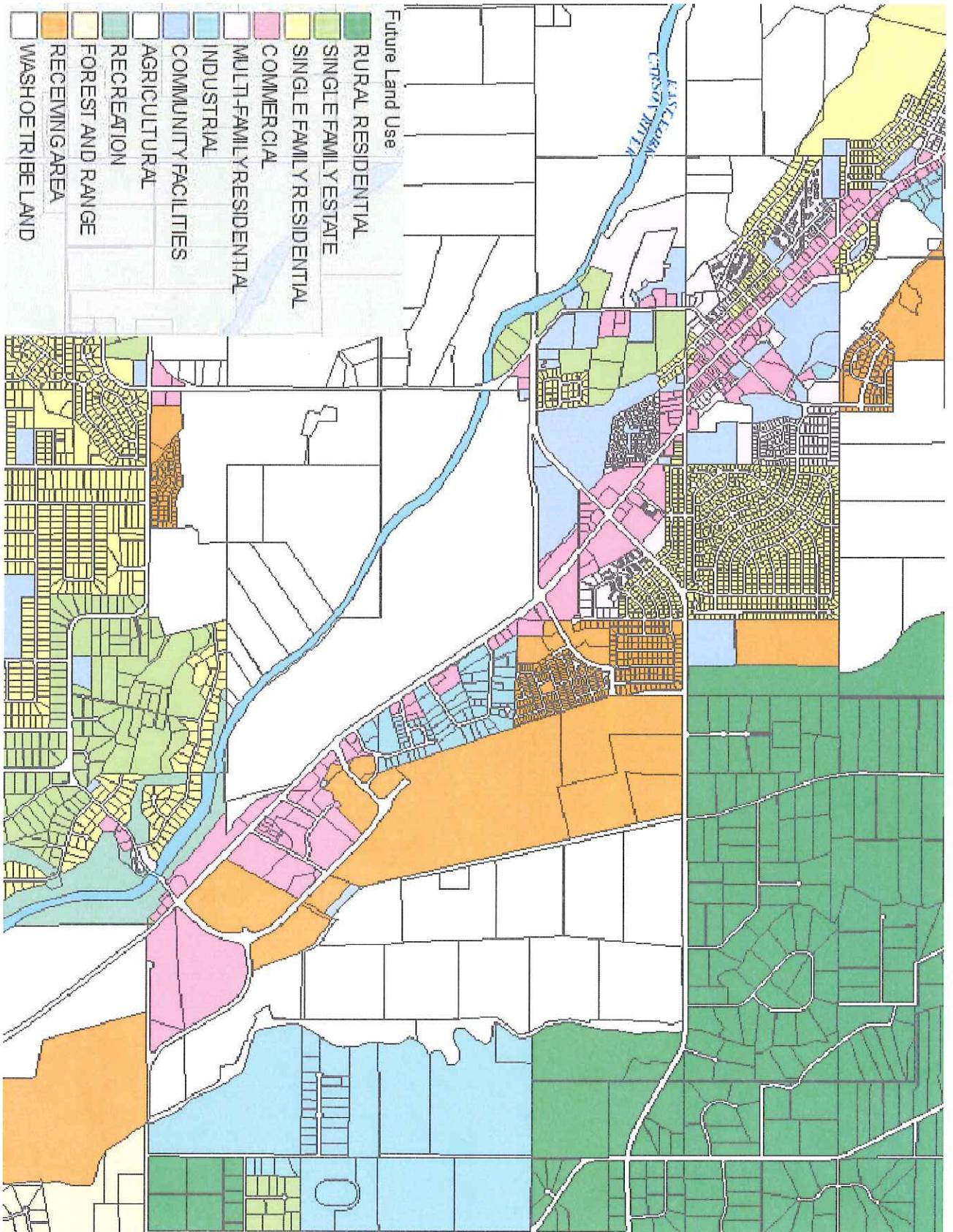
9-3

What specific actions are needed for the next five years to meet the goals for the Gardnerville Community Plan?

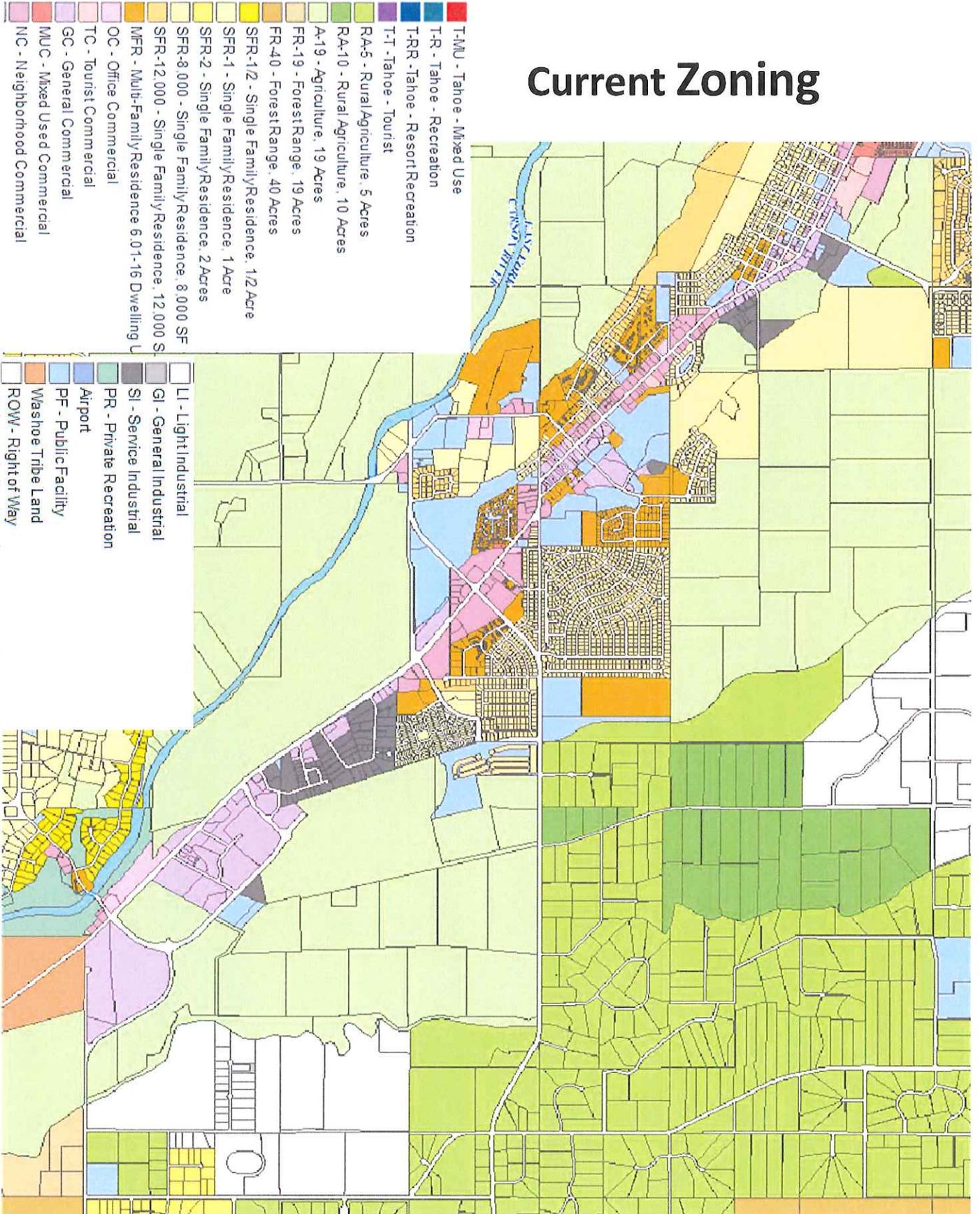
Do we add the Corley Ranch development?

How far East and West do they see Gardnerville going?

# Future Land Use



# Current Zoning



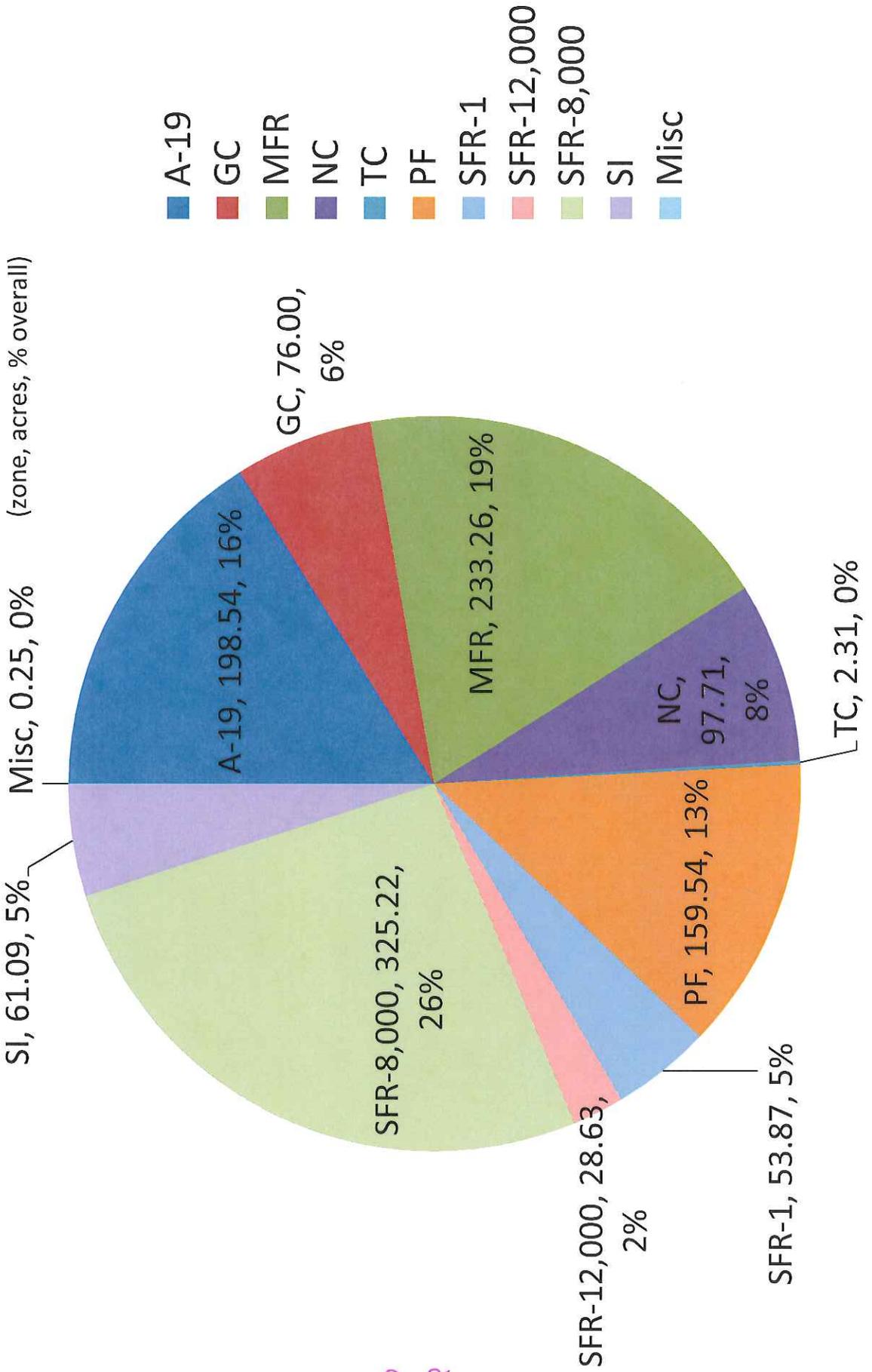
Gardnerville Zone Summary

Number of parcels	Zone	Acres	Notes	Acres	Master plan
4	A-19 99%	198.54 195.74		1.45 1.35 195.74	A-19 A-19 plus other RECEIVING AREA
76	GC 53%	161.12 85.14	Commercial	149.50	GC RECEIVING AREA
613	MFR 3% 15%	233.26 6.54 36.15	Multi Family 130 200	148.97 0.56 75.60 8.13	MFR Commercial RECEIVING AREA MFR plus other Zones
100	NC 16%	97.71 15.89	Neighborhood Commercial 140	90.85 0.57 6.29	NC MUC NC plus Other zones
7	OC 59%	7.00 4.16	Office Commercial 140	7.00	OC
2	TC 0%	2.31 0.00	Tourist Commercial	2.31	TC
41	PF	159.54	Public Facilities	146.11 7.73 5.70	PF AGRICULTURAL RECEIVING AREA



# Gardnerville Zone Summary

(zone, acres, % overall)



# A-19

1.45, 1%    1.35, 1% (acres, % of zone)

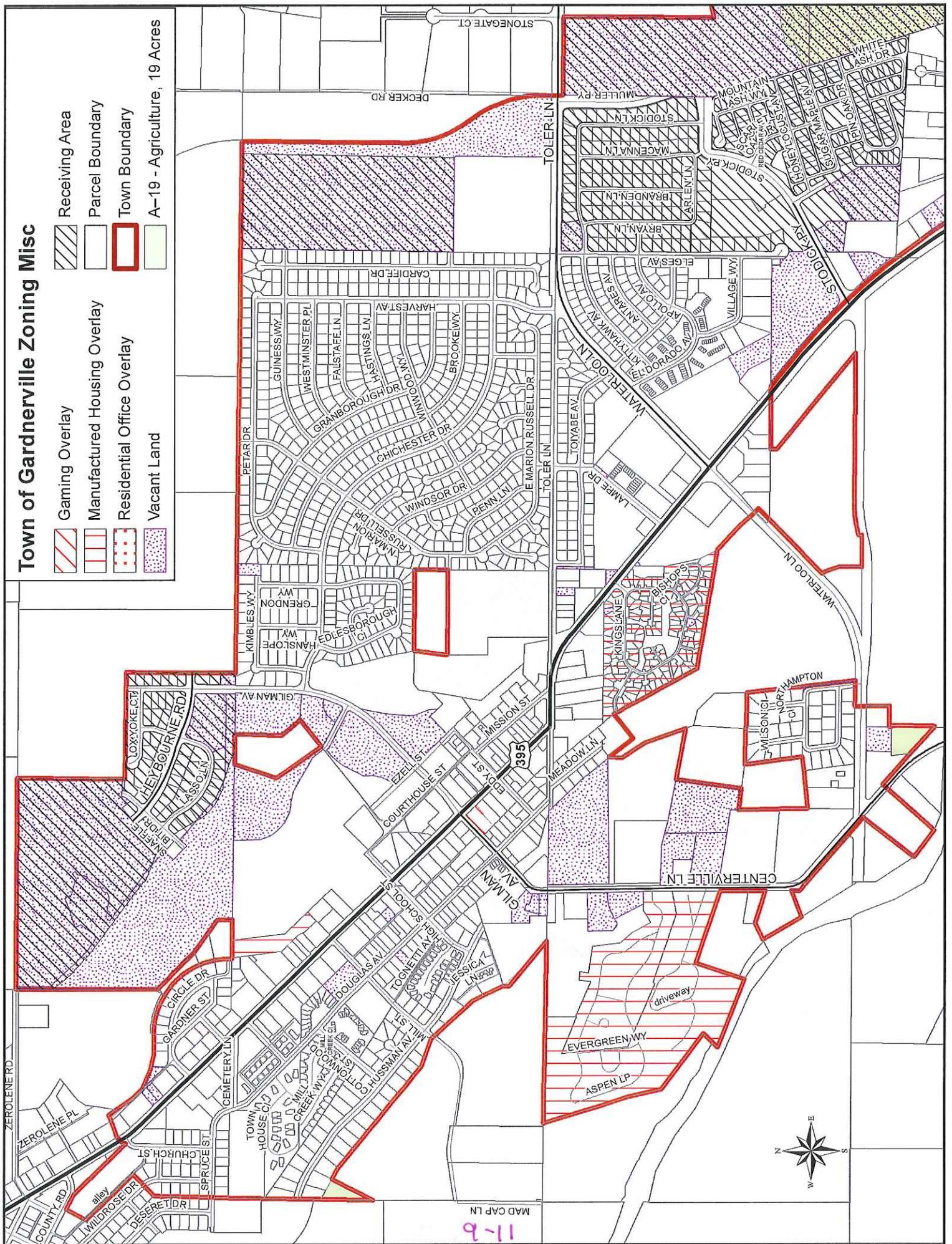


- A-19
- A-19 plus other
- RECEIVING AREA



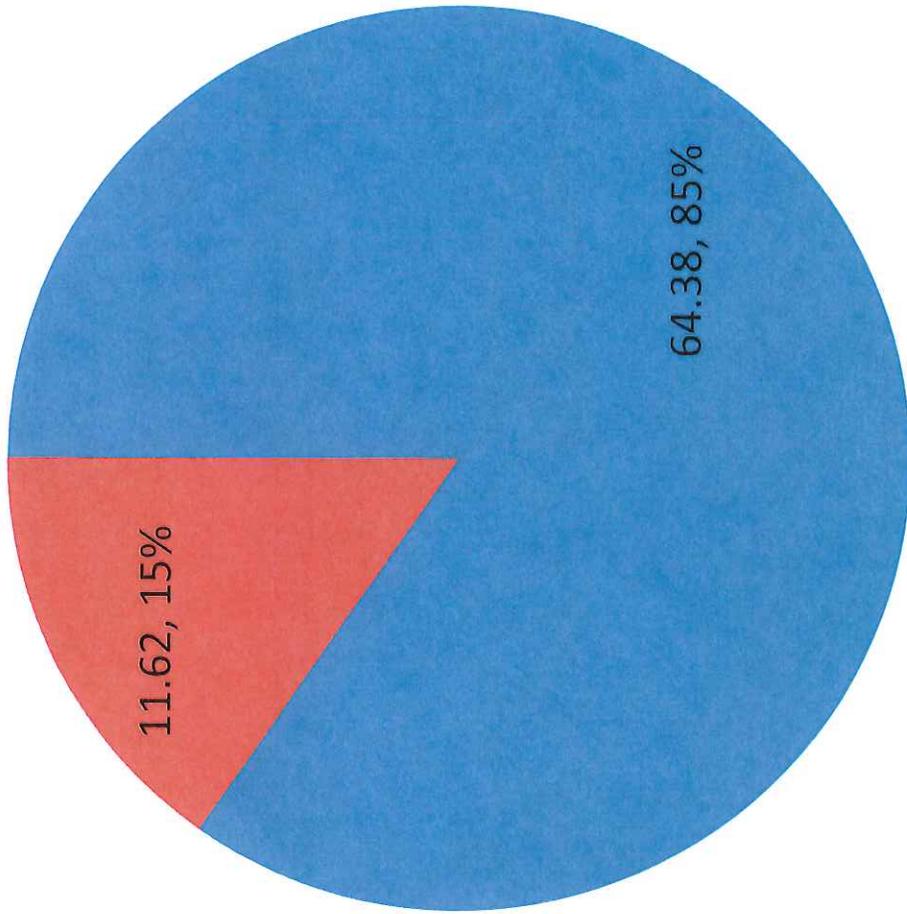
# Town of Gardnerville Zoning Misc

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  A-19 - Agriculture, 19 Acres



11-9

# GC



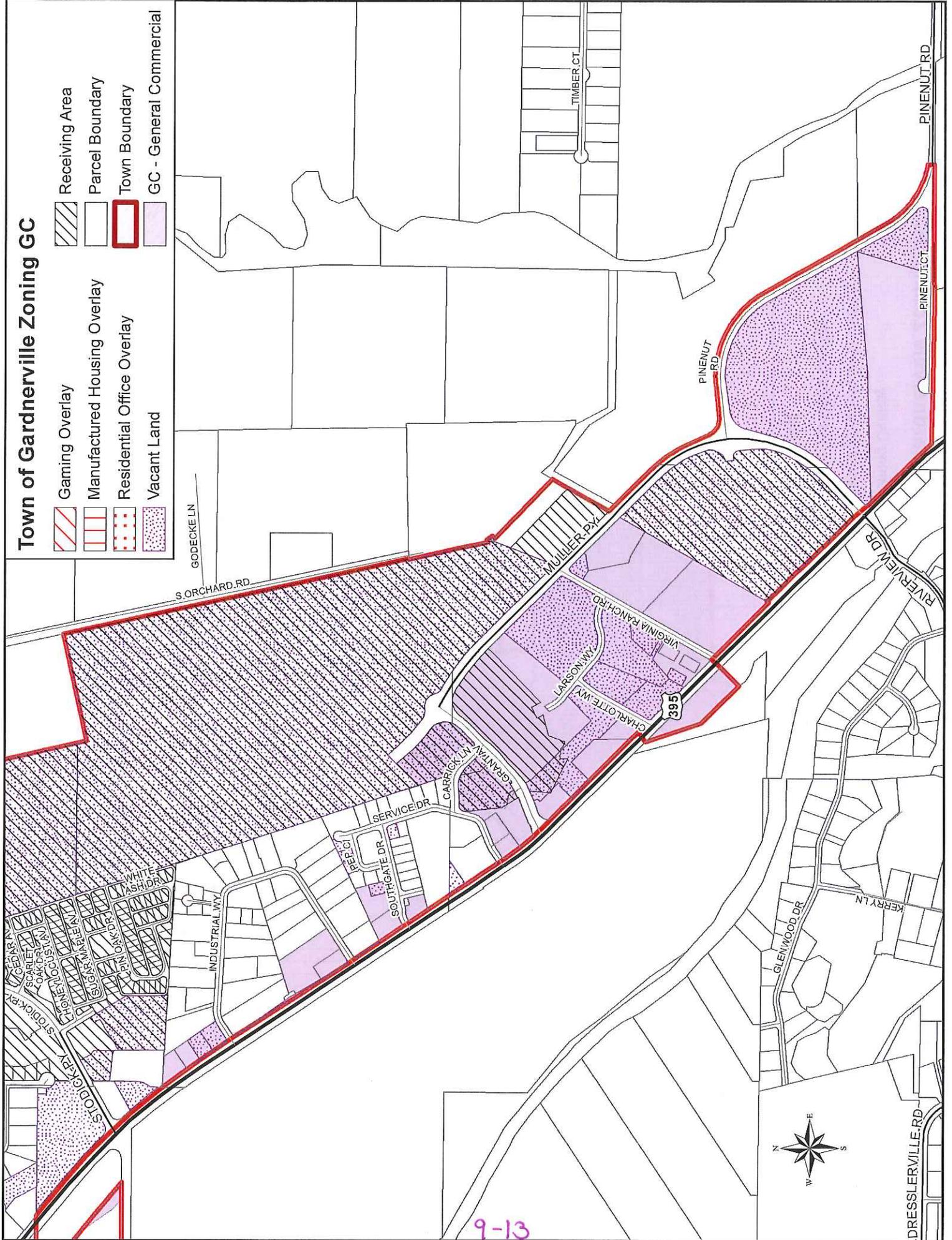
■ GC

■ RECEIVING AREA

(acres, % of zone)

# Town of Gardnerville Zoning GC

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  GC - General Commercial



9-13



# NC

(acres, % of zone)

6.29, 6%

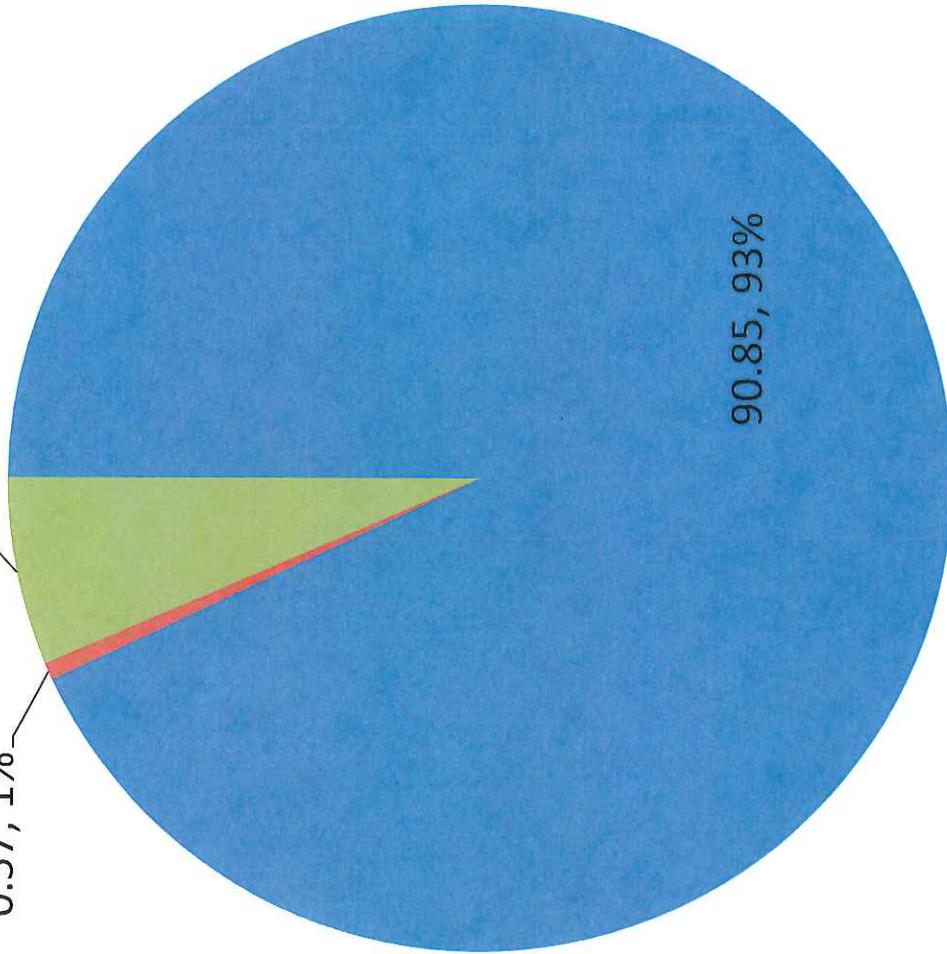
0.57, 1%

90.85, 93%

NC

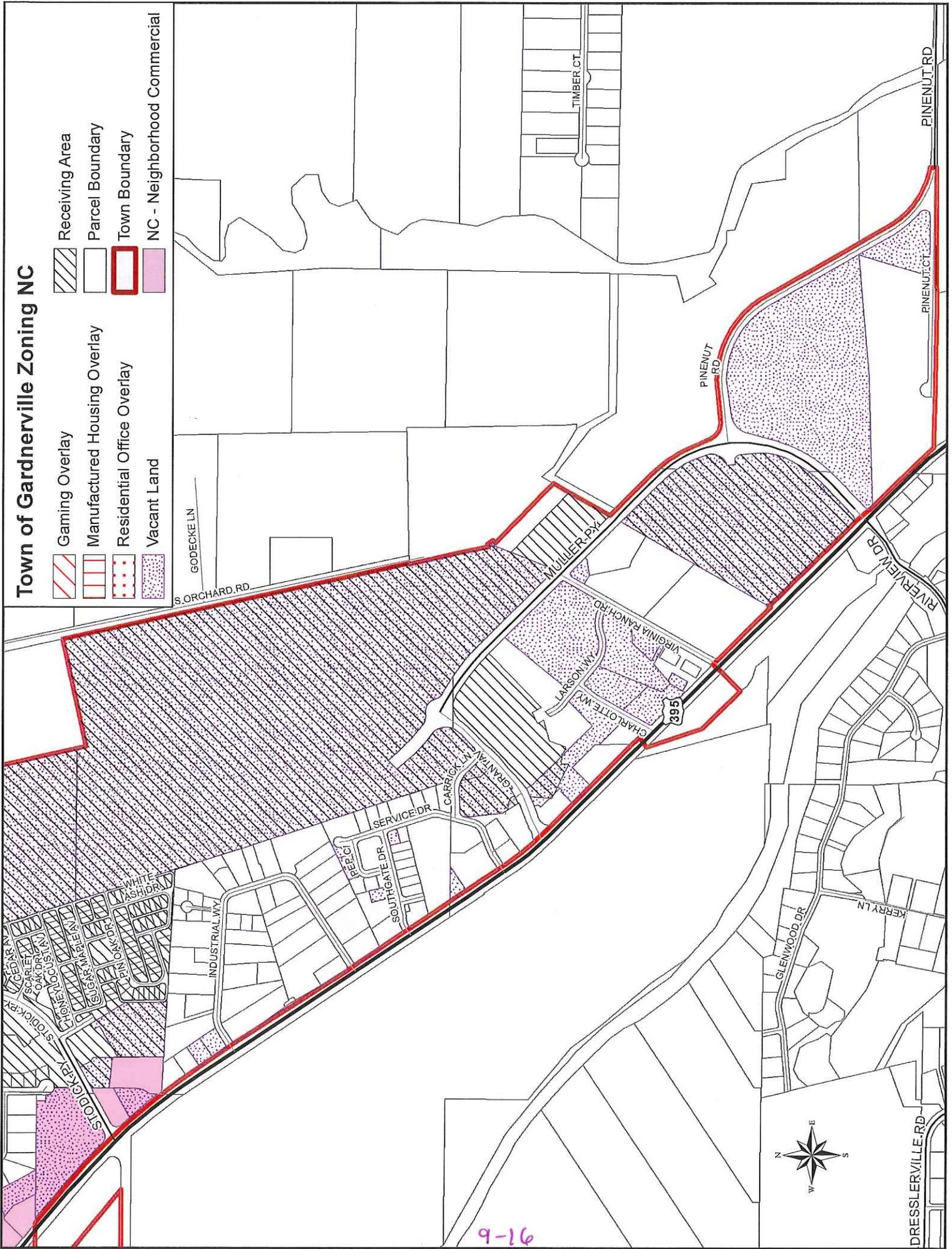
MUC

NC plus Other zones



# Town of Gardnerville Zoning NC

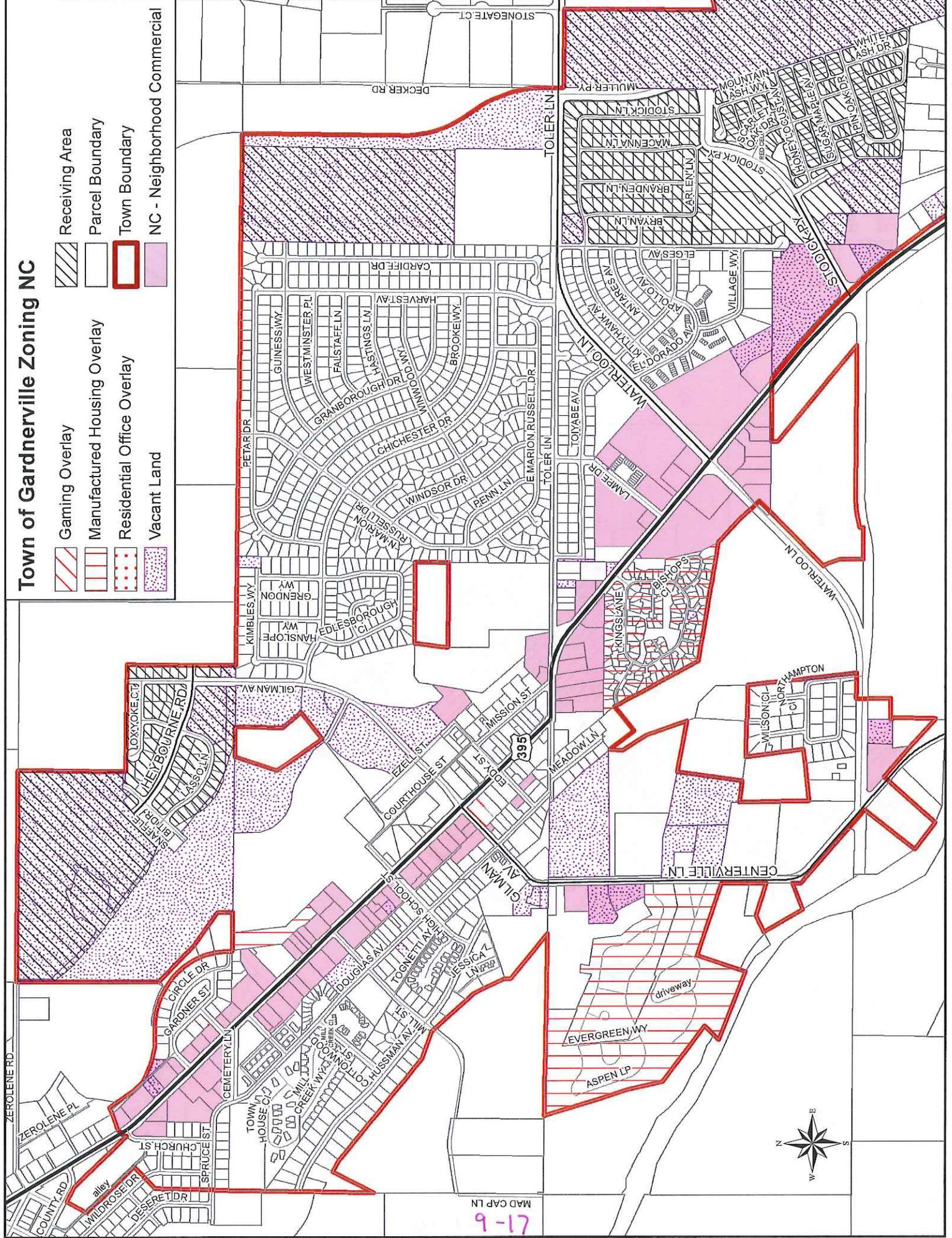
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  NC - Neighborhood Commercial



9-16

# Town of Gardnerville Zoning NC

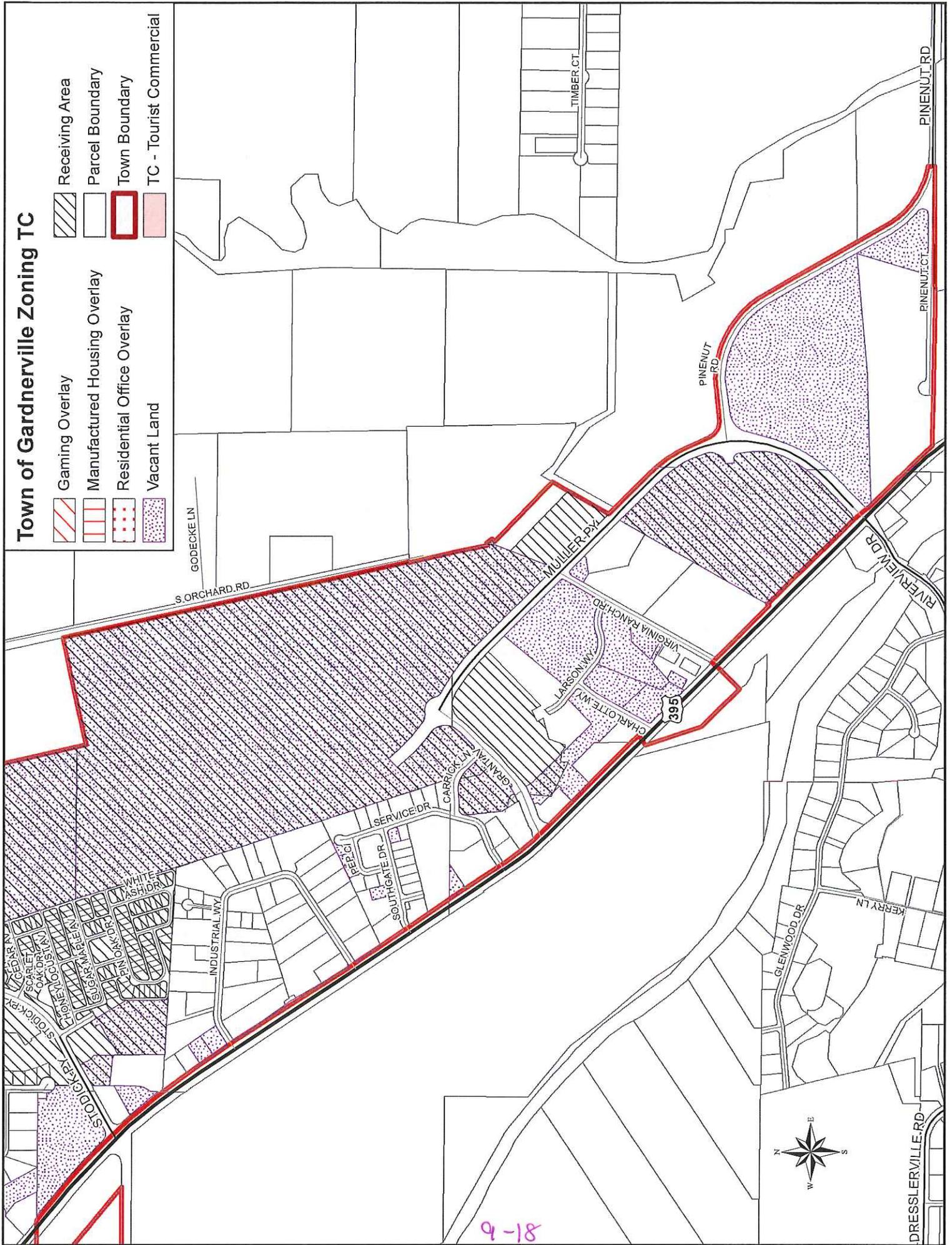
-  Gaming Overlay
-  Manufacturing Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  NC - Neighborhood Commercial



MAD CAP LN  
9-17

# Town of Gardnerville Zoning TC

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  TC - Tourist Commercial

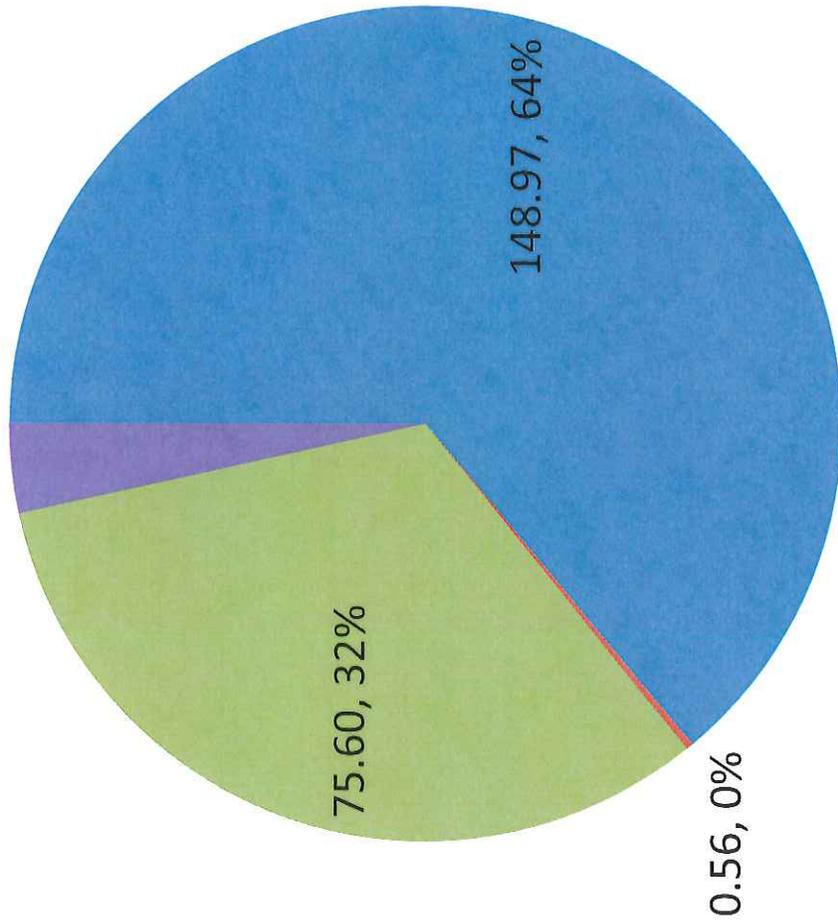


9-18



# MFR

(acres, % of zone)



MFR

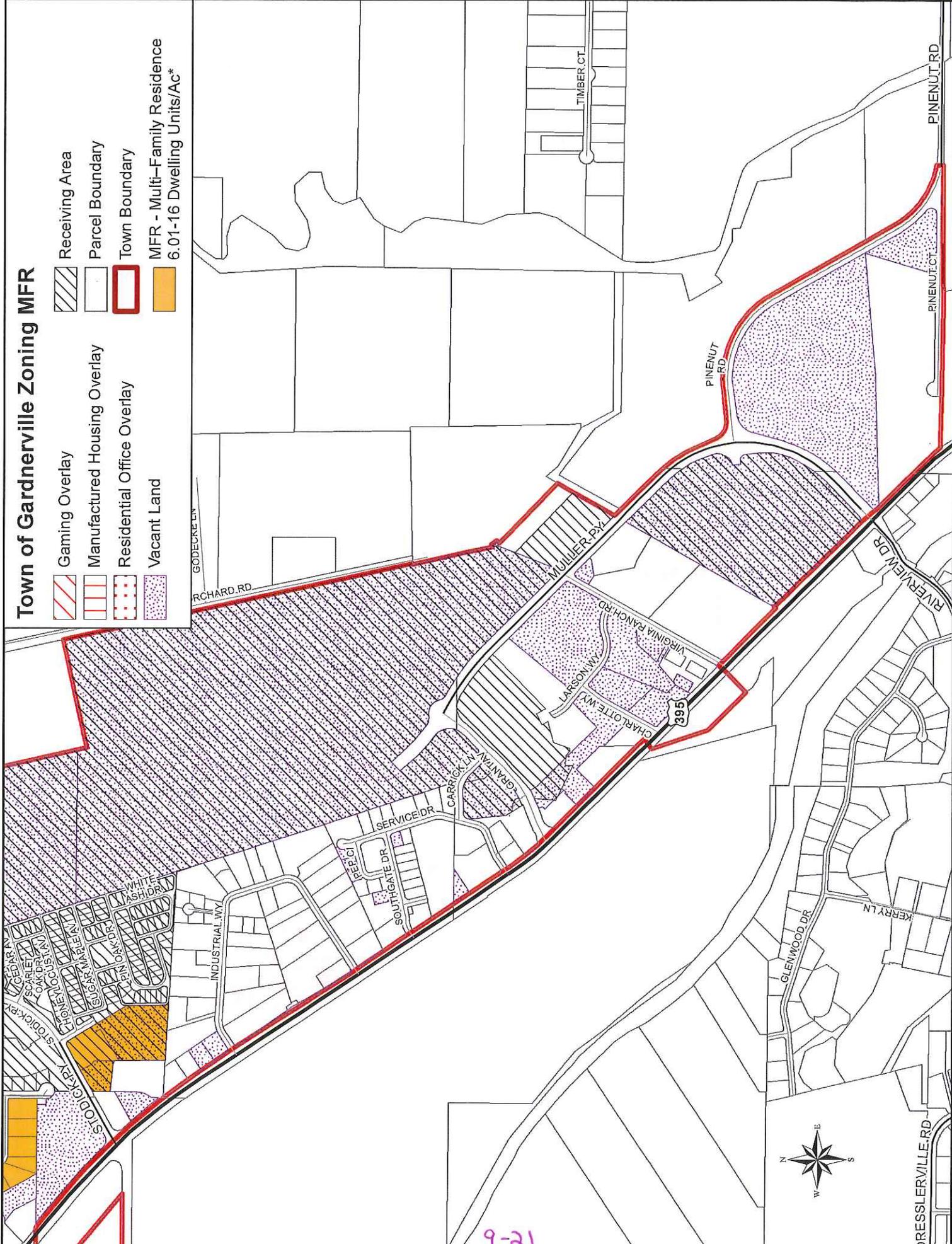
Commercial

RECEIVING AREA

MFR plus other Zones

# Town of Gardnerville Zoning MFR

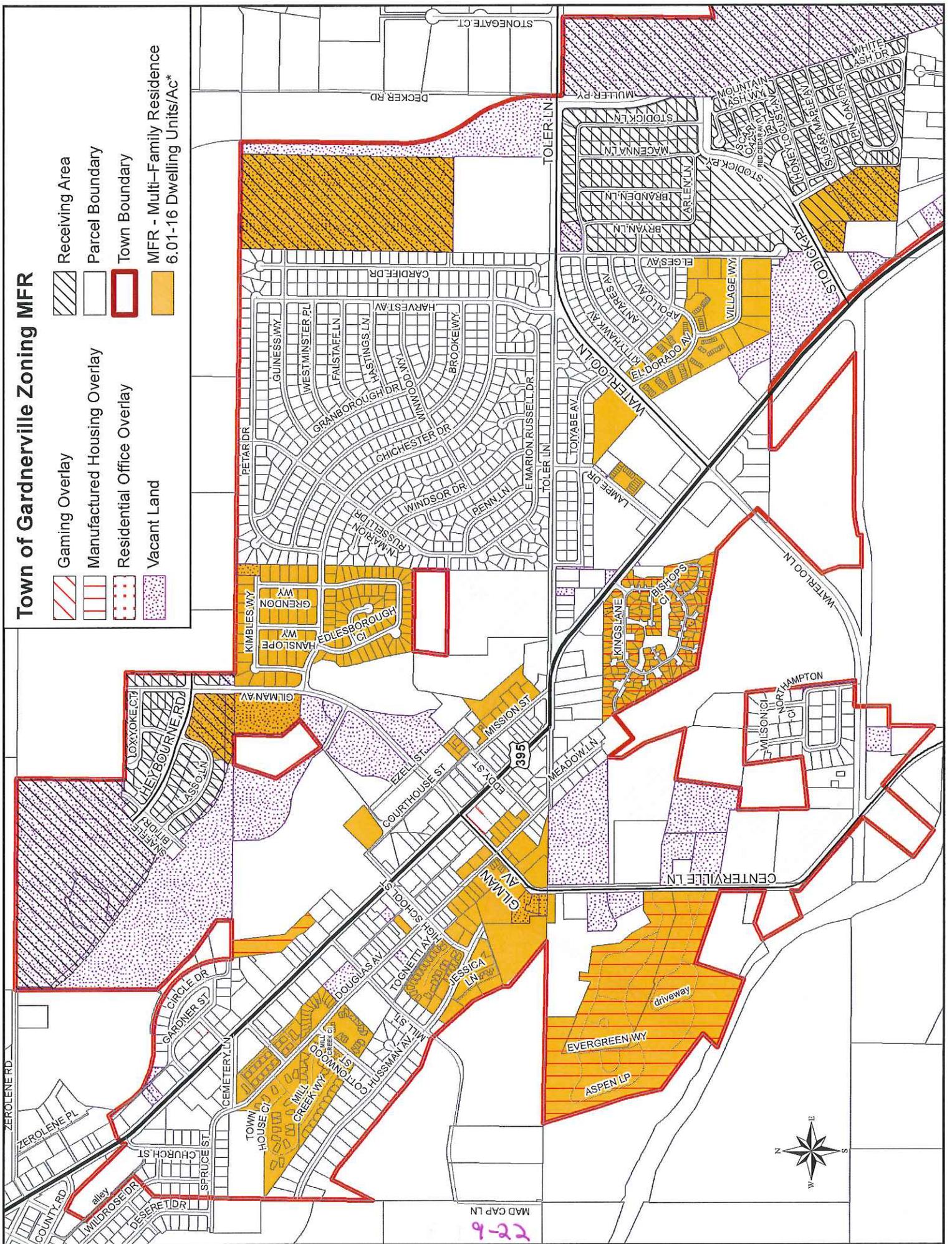
- |  |                              |   |  |
|--|------------------------------|---|--|
|  | Gaming Overlay               |  | Receiving Area   |
|  | Manufactured Housing Overlay |  | Parcel Boundary  |
|  | Residential Office Overlay   |  | Town Boundary  |
|  | Vacant Land                  |  | MFR - Multi-Family Residence<br>6.01-16 Dwelling Units/Ac* |



9-21

# Town of Gardnerville Zoning MFR

-  Gaming Overlay
-  Manufacturing Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  MFR - Multi-Family Residence 6.01-16 Dwelling Units/Ac\*



9-22  
MAD CAP LN

# PF

(acres, % of zone)

5.70, 3%

7.73, 5%

146.11, 92%

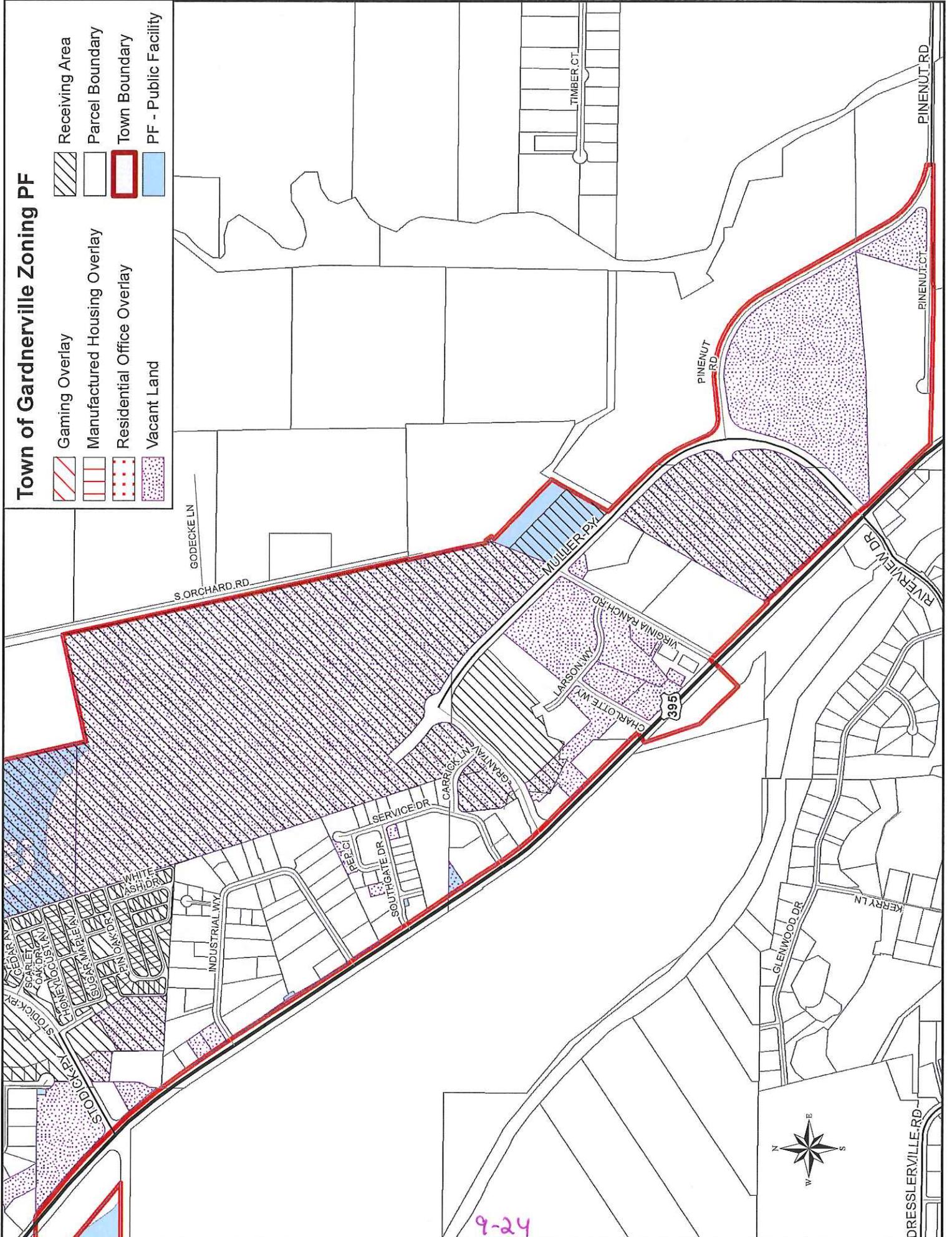
■ PF

■ AGRICULTURAL

■ RECEIVING AREA

# Town of Gardnerville Zoning PF

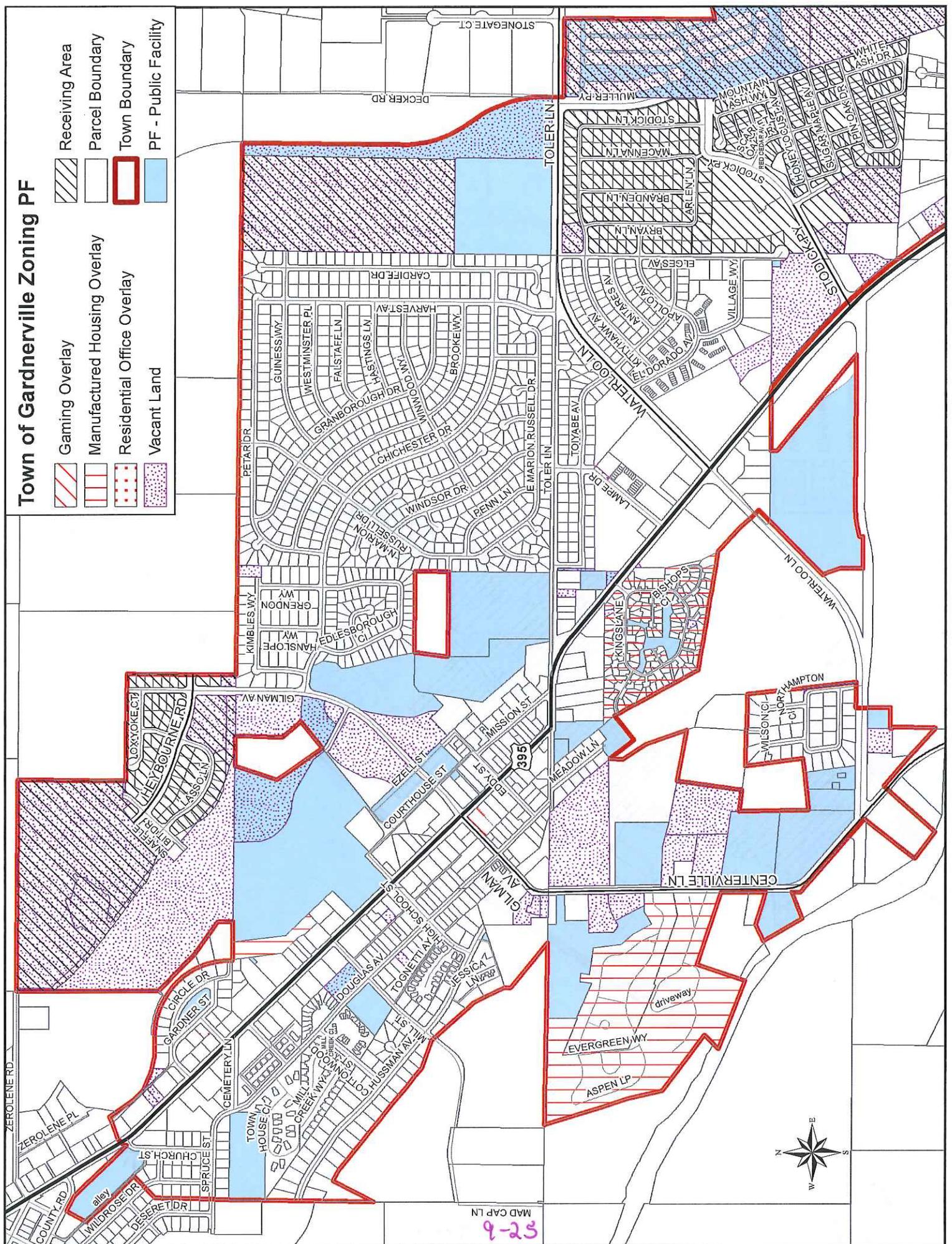
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  PF - Public Facility



9-24

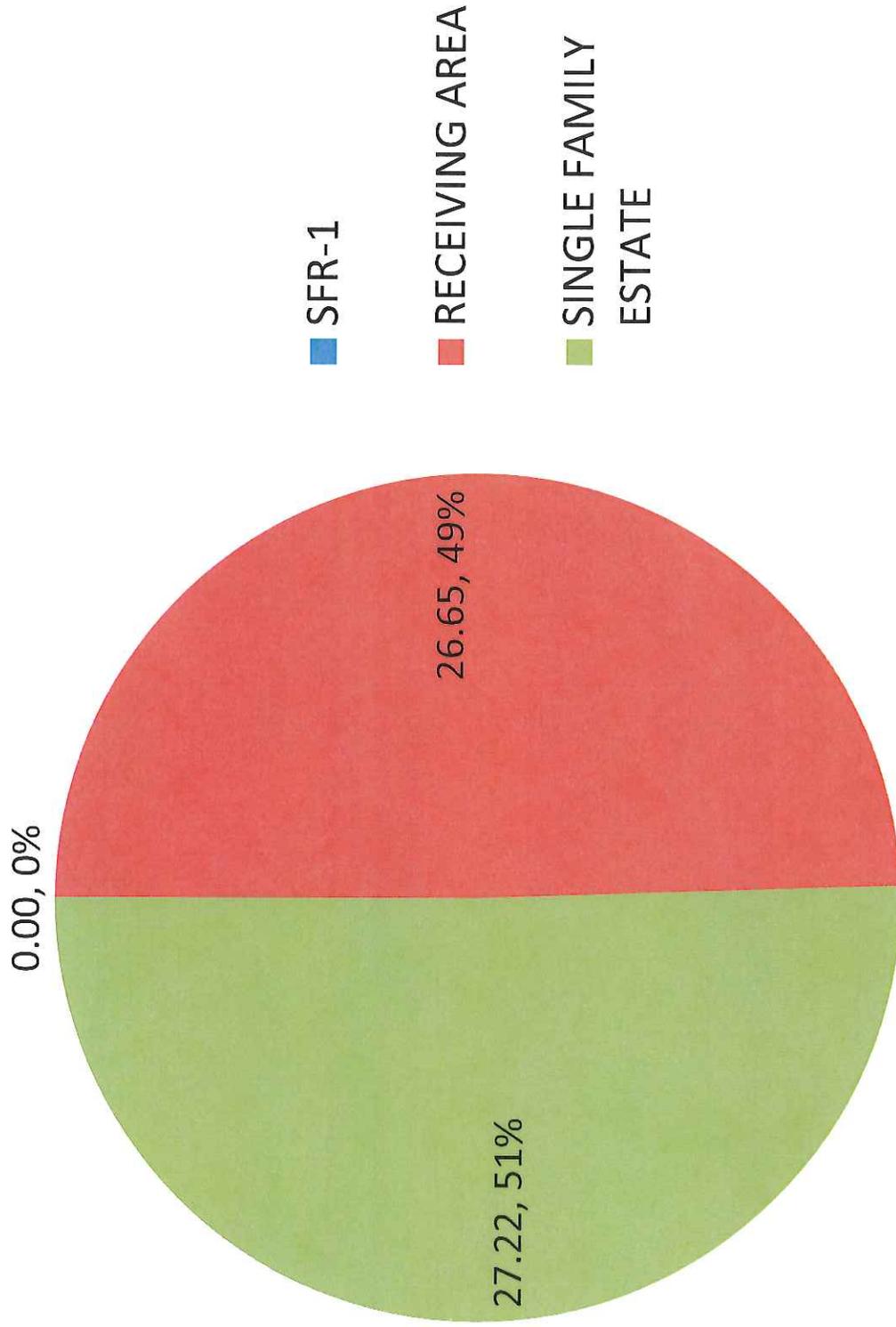
# Town of Gardnerville Zoning PF

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  PF - Public Facility



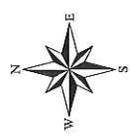
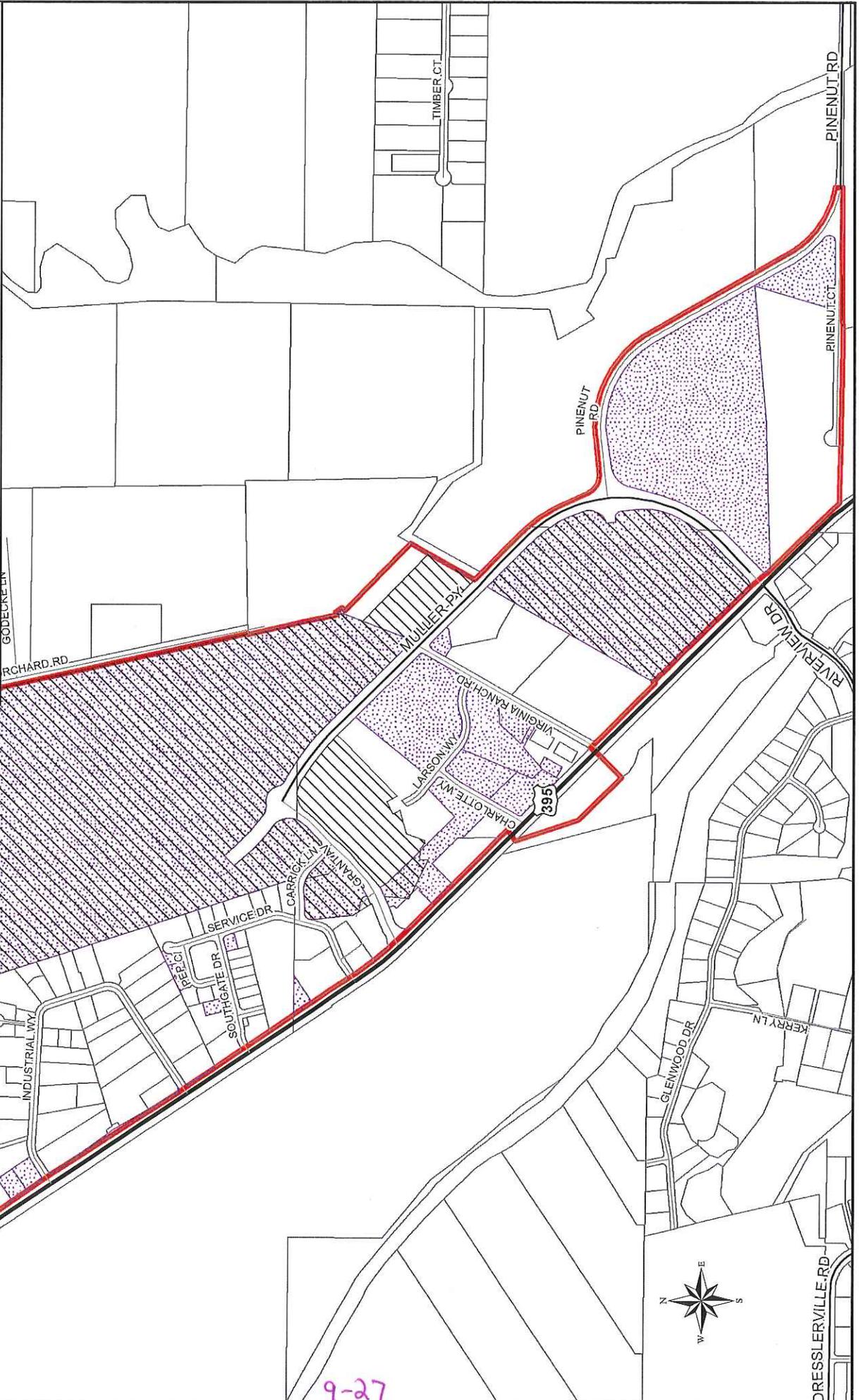
9-23  
MAD CAP LN

# SFR-1



# Town of Gardnerville Zoning SFR-1

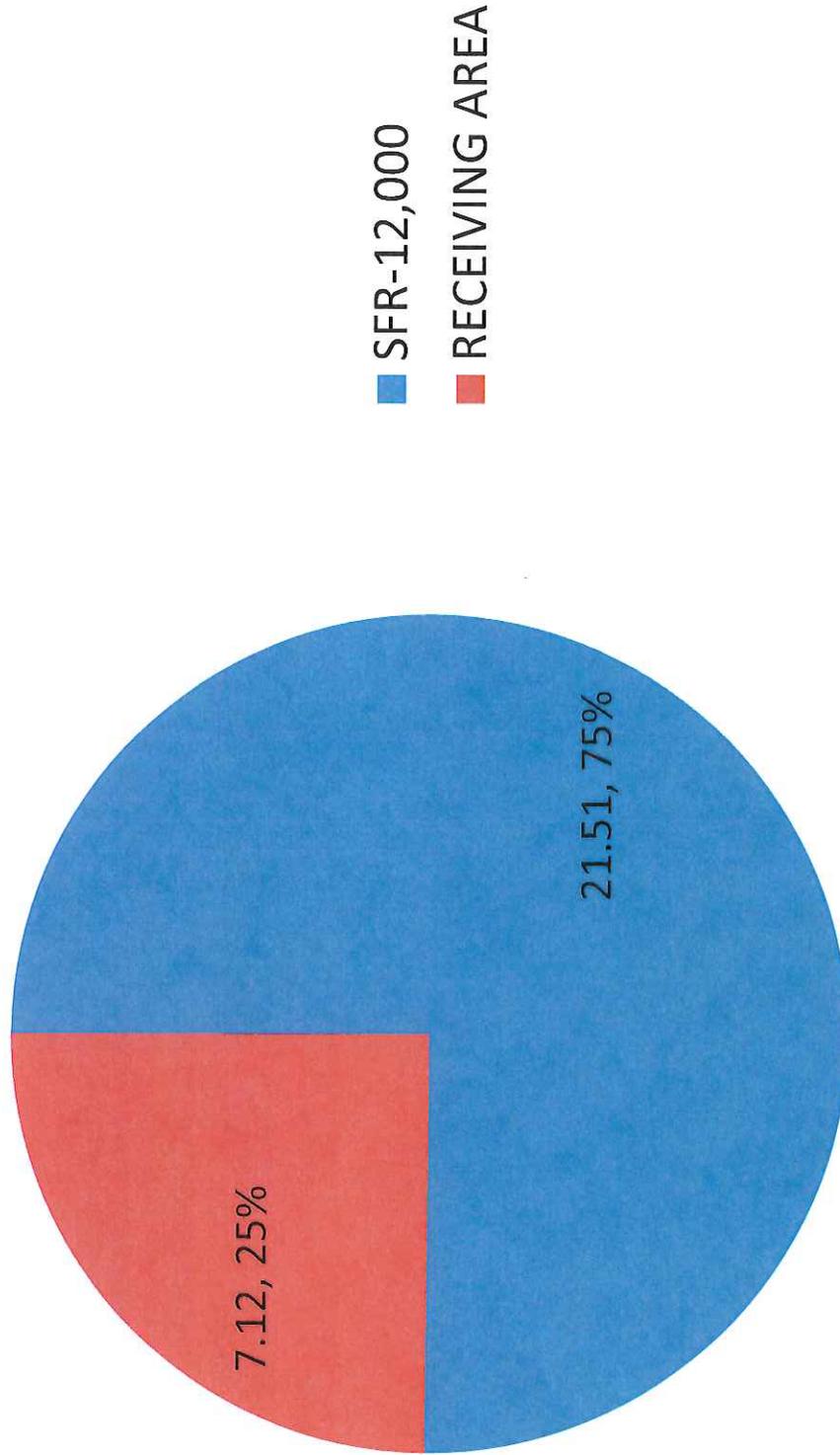
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  SFR-1 - Single Family Residence, 1 Acre



9-27

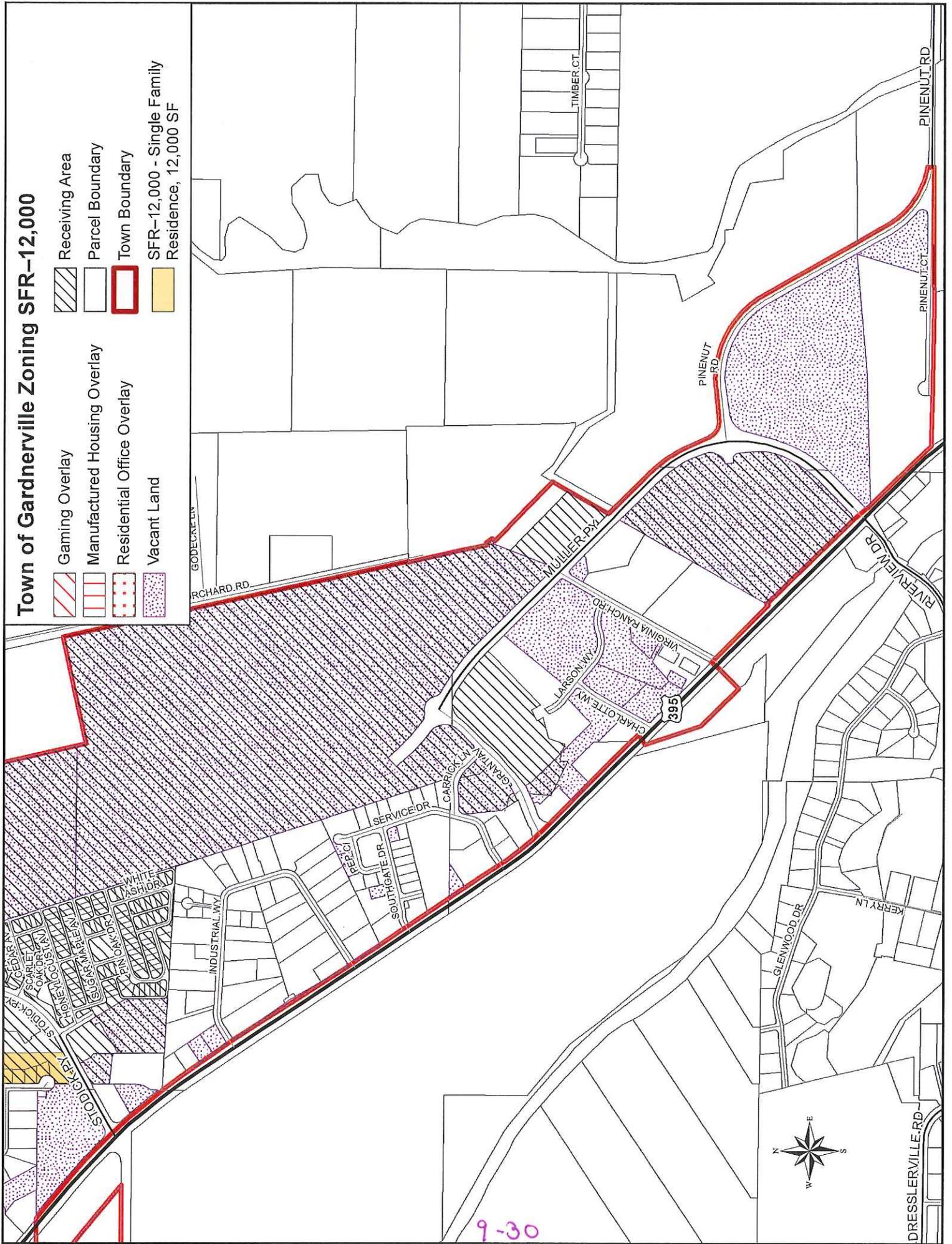


# SFR-12,000



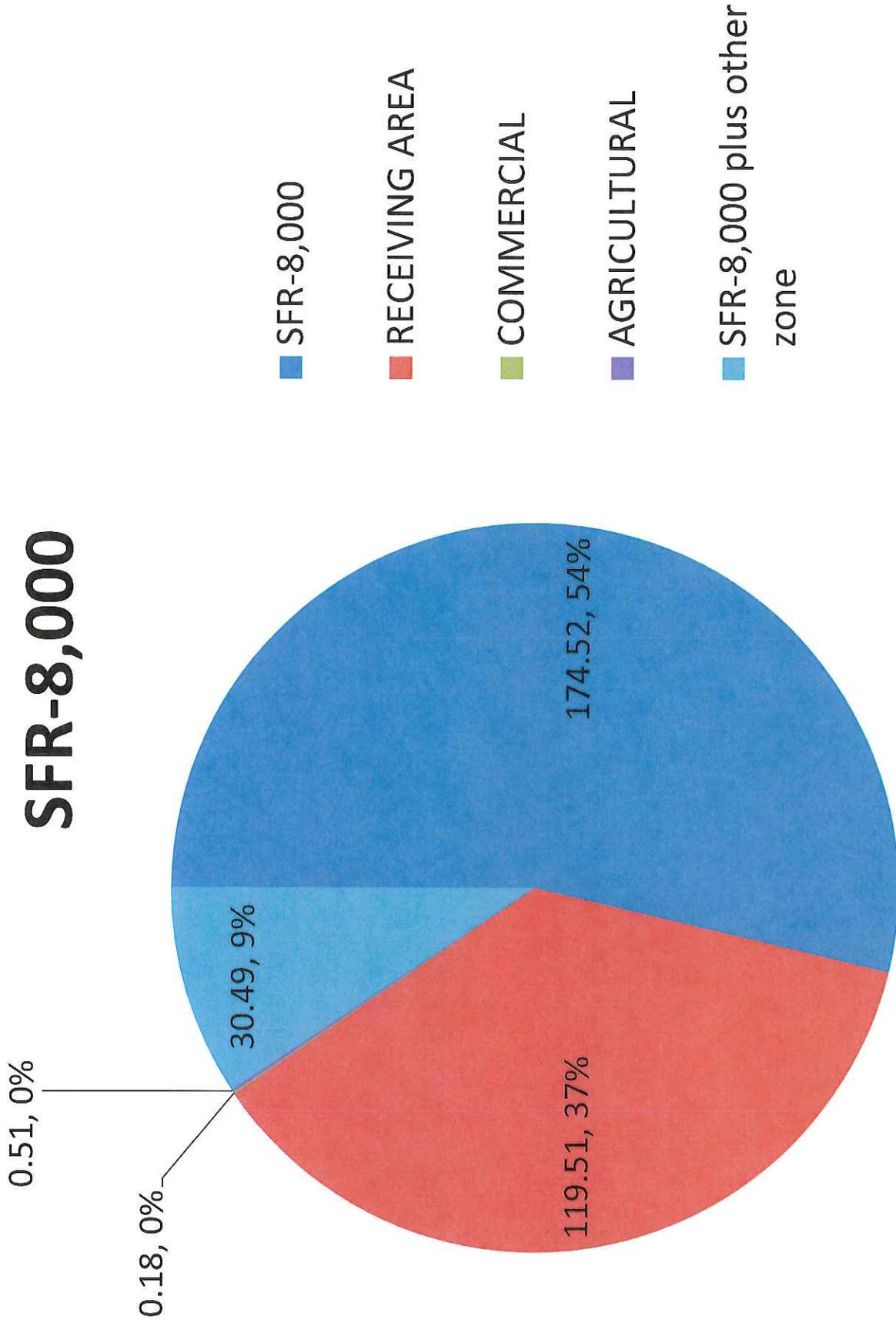
# Town of Gardnerville Zoning SFR-12,000

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  SFR-12,000 - Single Family Residence, 12,000 SF



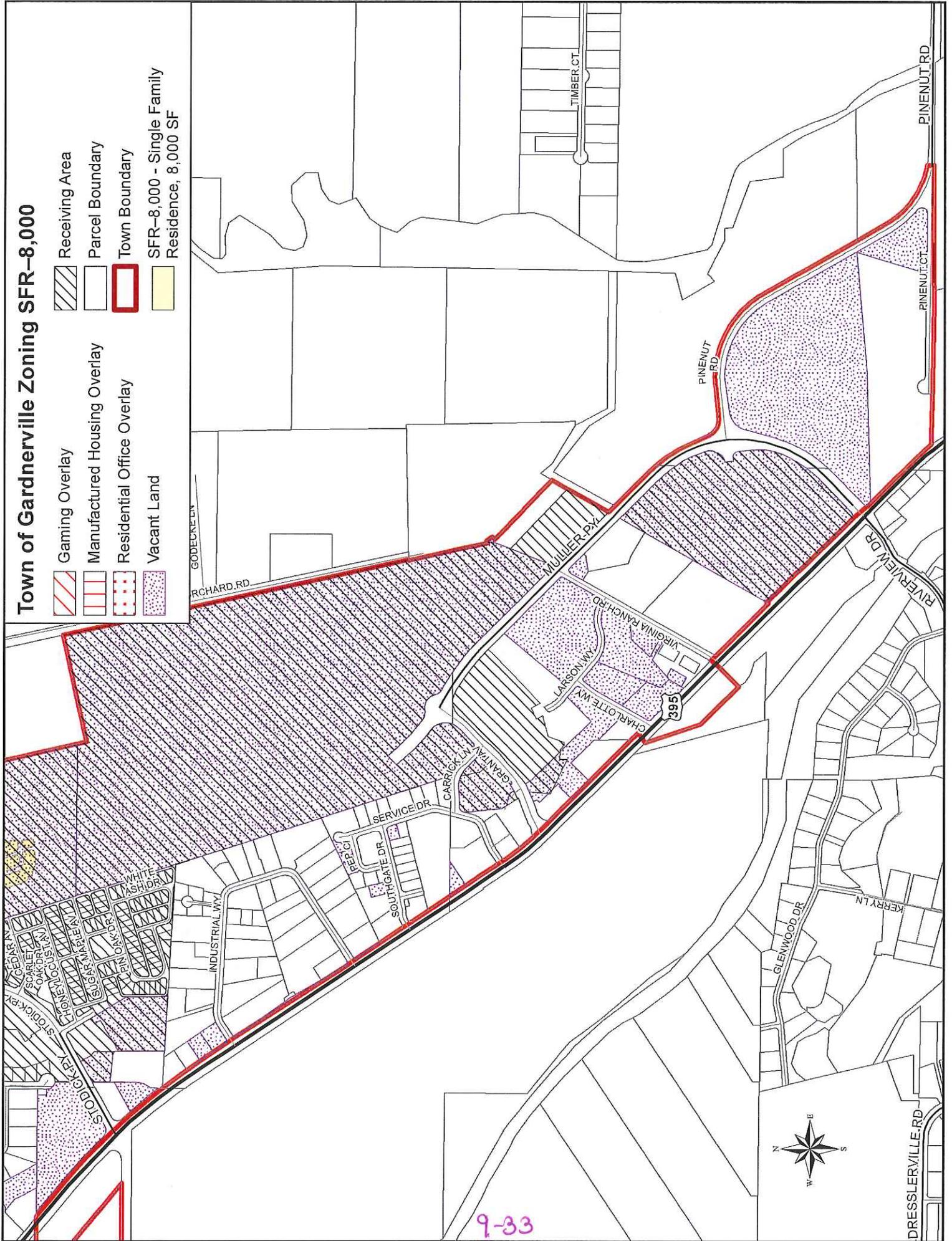


# SFR-8,000



# Town of Gardnerville Zoning SFR-8,000

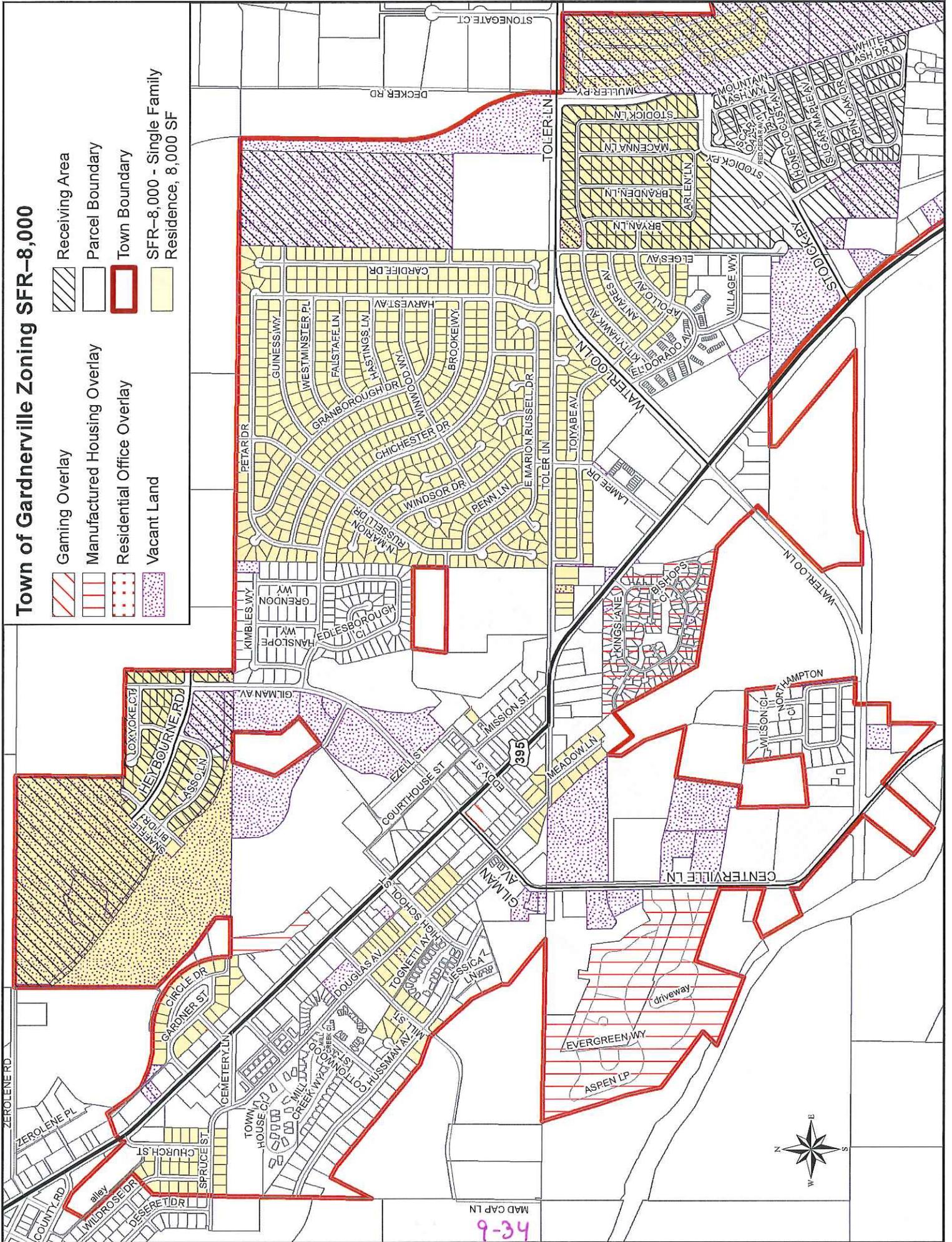
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  SFR-8,000 - Single Family Residence, 8,000 SF



9-33

# Town of Gardnerville Zoning SFR-8,000

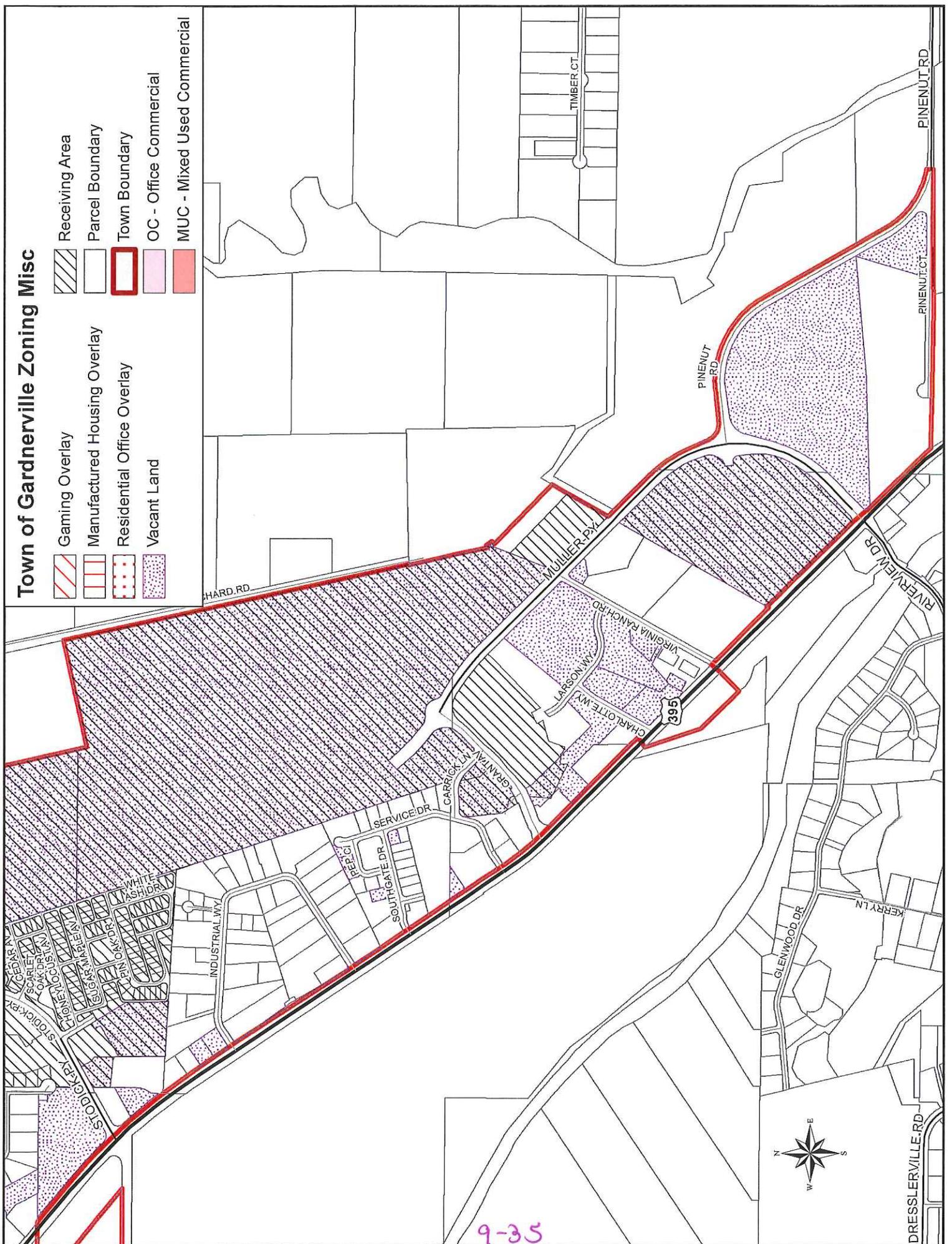
-  Gaming Overlay
-  Manufacturing Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  SFR-8,000 - Single Family Residence, 8,000 SF



MAD CAP LN  
9-34

# Town of Gardnerville Zoning Misc

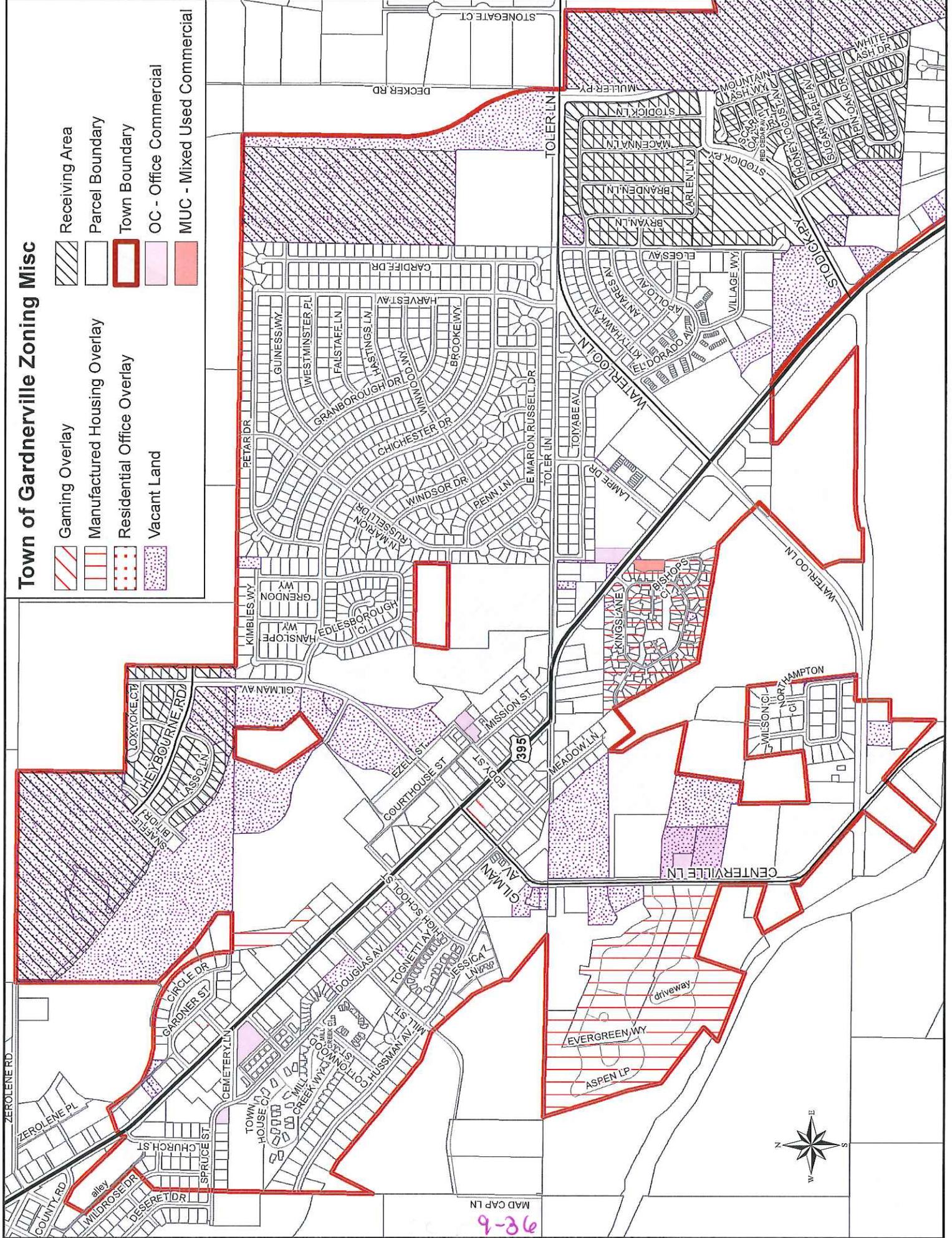
-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  OC - Office Commercial
-  MUC - Mixed Used Commercial



9-35

# Town of Gardnerville Zoning Misc

-  Gaming Overlay
-  Manufacturing Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  OC - Office Commercial
-  MUC - Mixed Used Commercial

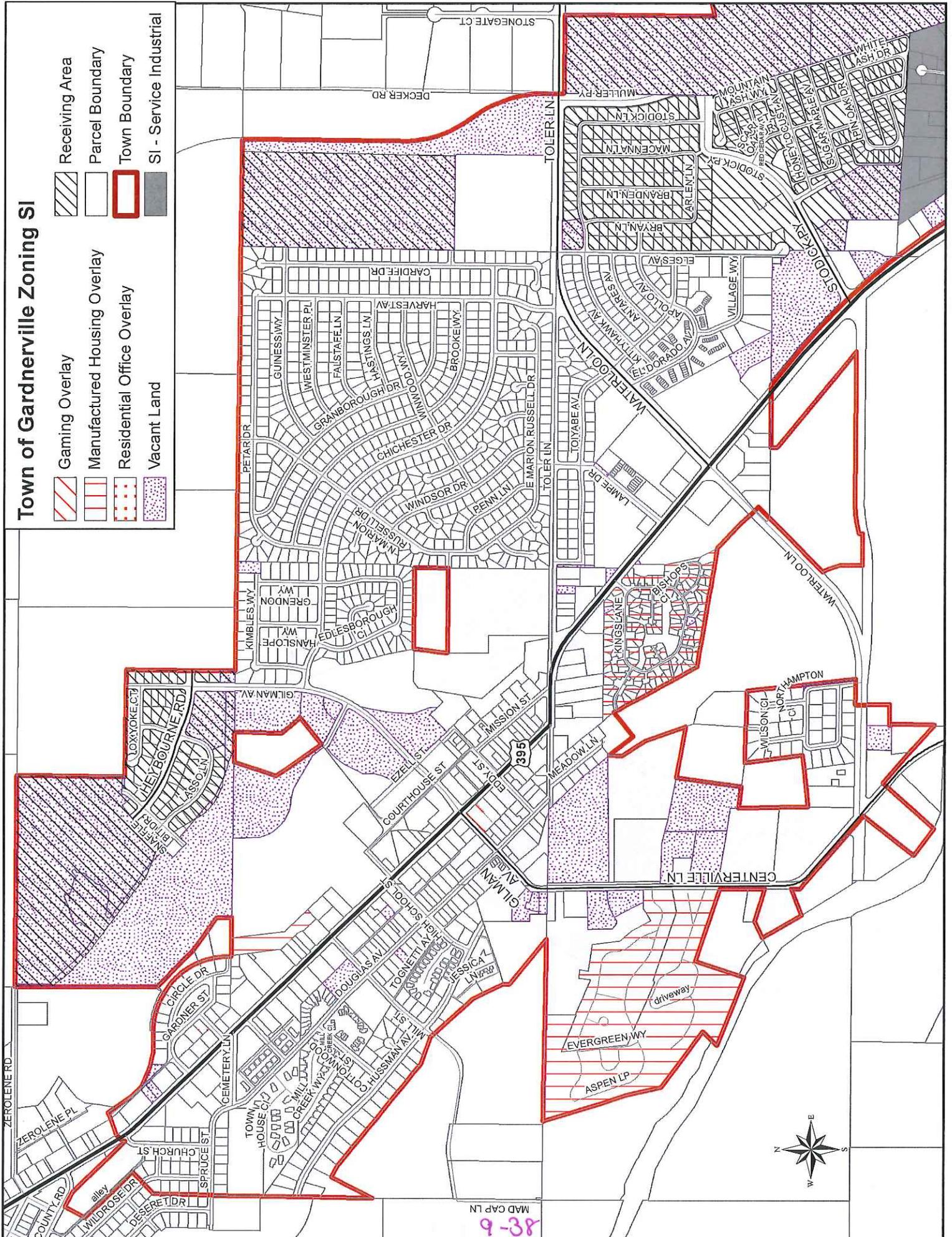


MAD CAP LN  
9-26



# Town of Gardnerville Zoning SI

-  Gaming Overlay
-  Manufactured Housing Overlay
-  Residential Office Overlay
-  Vacant Land
-  Receiving Area
-  Parcel Boundary
-  Town Boundary
-  SI - Service Industrial



80-3-9  
MAD CAP LN

# Gardnerville - Strategic Plan

## Economic Vitality

Action: Explore areas of possible expansion for town east and west (Douglas or Mission Street)

## Strong Sense of Community

Action: Actively solicit and encourage community involvement in town planning

## Infrastructure that attributes to a safe and healthy community

Action: Actively pursue a bypass (Muller Parkway) to get truck traffic off main street

Action: Work with developers and other agencies in an effort to connect each subdivision with sidewalks and trails with signage for a more walkable community.

## Government Transparency/ Efficiency/ Accountability

Action: Encourage community involvement in Town planning.

Action: Promote connected developments through multi modal trails and providing pedestrian connections throughout town.



Planning is  
bringing the future  
into the present  
so that you can do  
something about  
it now.

KEVIN J. JENSEN

[www.TheSilverPen.com](http://www.TheSilverPen.com)



## Minden/Gardnerville Community Plan

### Location and General Description

Minden-Gardnerville is the most urbanized community in the Carson Valley and is generally characterized as the heart of the valley. This community lies in the center of the Carson Valley and includes the Towns of Minden and Gardnerville.

The Town of Minden is the County seat for Douglas County. Both Minden and Gardnerville are rich in history and contain many structures and sites of historic value. Gardnerville was founded in 1879 and Minden in 1905. The community enjoys the scenic vista of the Carson Range of the Sierra Nevada Mountains and the Pinenut Mountains. The community is surrounded by irrigated agricultural lands which provide an amenity to local residents and visitors alike.

The Minden-Gardnerville Community Plan totals 4,052 acres, only 4 percent of the Carson Valley. However, it is the most urban community. The community is fairly flat with 1-2 percent slopes throughout.

The Minden-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. 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 Martin Slough according to FEMA.

The 2010 population of Minden-Gardnerville is 8,619 people.

### Existing and Future Land Use

There are a wide variety of land uses in the Minden-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 major casino resort operation in the community, the Carson Valley Inn in Minden. There is another smaller casino, Sharkey's, in Gardnerville. Community support and institutional uses include the School District Administrative Center, Douglas County Library, Douglas County offices, Town offices, and the Judicial and Law Enforcement Center, which are all located in Minden. Located in Gardnerville are the Carson Valley Museum and Cultural Center, Town offices, State offices, Park and Recreation Department Administrative offices, and Extension Service. Office and

KLASHES  
FROM  
PINE NUTS.  
- PINE NUT  
- BULKEYE

OPENS SPACE?

UPDATE

UPDATE

cod?

commercial uses in Minden-Gardnerville total about 85 acres of land and are located primarily in the historic "core areas" of the two towns and along Highway 395.

Industrial uses include utilities and both light and medium industrial uses. These land uses total approximately 83 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 community account for 26 percent of the total land area.

Analysis of  
Current Town  
or  
Urban Service  
Boundary.

Several areas are designated as Receiving Areas in the Community Plan. The areas are located generally north and southwest of Minden and north and east 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 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 such as parks and church sites. Natural drainage features should be incorporated into the neighborhood designs to enhance open space elements which create linear parks and pathways to connect elements of the existing Towns. Buffering of agricultural lands should be included in future development plans.

Map 2.11 depicts the future land uses for the Minden/Gardnerville community.

### Key Issues

#### *Minden-Gardnerville as Focal Point of Douglas County*

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 will be important for any new development or redevelopment, especially in the downtown areas.

#### *Major Commercial Development in the Downtowns of Minden and 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, are encouraged in the downtowns to add vitality to the areas and reduce automobile congestion and emissions.

#### *Gardnerville Main Street Program*

Douglas County should support the Gardnerville Main Street Program, which has been established to revitalize 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 the Minden/Gardnerville area is predominately urban and built out, open space is particularly important for this community. The Martin Slough and the Cottonwood Slough should be considered key areas that could provide open space or a greenbelt for the urbanized community.

#### *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 have expressed an interest in an alternative 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 to the Muller Lane Parkway is provided.

#### *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.

#### *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 are required.

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**Minden/Gardnerville (MG) Community Plan Goals, Policies, and Actions**

**MG Goal 1 To preserve and enhance the existing character of the Minden-Gardnerville community.**

MG Policy 1.1 The County shall use its Master Plan and development regulations to maintain and enhance the existing character of the community.

MG 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 and mixed-use commercial, in a manner that is compatible with the Towns' existing character.

MG Policy 1.3 The County shall work with the Towns of Minden and Gardnerville to review and refine architectural and urban design standards for new development and revitalization projects.

MG Policy 1.4 The County shall work with the Towns to promote the revitalization of the downtown areas of Minden and Gardnerville, to preserve historic resources, and enhance their cultural and economic value to this community.

MG Policy 1.5 The County shall encourage all new development to complement and enhance the distinctive historic character of the Towns.

MG Policy 1.6 Douglas County shall use design guidelines and standards, and the Plan for Prosperity and Design Guidelines for each respective Town, to ensure that all new development is compatible with the traditional development style and existing "small town" atmosphere of the Minden-Gardnerville community.

MG Policy 1.7 Douglas County shall, in conjunction with the Towns, establish design standards for creation of gateways into Minden-Gardnerville, in order to further define and enhance the image of these urban villages.

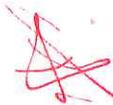
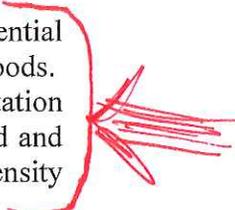
MG Policy 1.8 Douglas County shall plan for a wide variety of housing types and densities, including without limitation, Mixed-use Commercial zoning districts, in the Minden-Gardnerville community.

MG Policy 1.9 Douglas County shall, in conjunction with the Towns, evaluate the possibility of designating areas in the Minden-Gardnerville as community historic districts and, following such evaluation, by ordinance designate such districts, where appropriate.

MG Policy 1.10 Growth areas shall be planned with distinct neighborhoods in mind. Neighborhoods shall contain a mix of residential homes and, where appropriate Mixed-use Commercial zoning.

MG Policy 1.11 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.

MG Policy 1.12 Multi-family residential projects shall be located within the urban service and receiving areas of Minden and Gardnerville. Multi-family residential projects shall be located within a reasonable proximity to major roadways, commercial centers, emergency services, schools, pedestrian trails, and other urban services.

 MG Policy 1.13 The County shall encourage the intermixing of multi-family residential projects within existing single-family residential neighborhoods. Whenever possible, multi-family projects, including without limitation Mixed-use Commercial zoning, where appropriate, shall be sited and designed to act as a buffer between commercial and higher density single-family residential land uses. 

MG Policy 1.14 Douglas County should work with the Towns to develop code provisions that addresses the location, size, and design of "big box" retail stores. 

**MG Goal 2 To pursue land uses consistent with the Plans for Prosperity that support the character of traditional Gardnerville and Minden and the community's quality of life objectives.**

MG Policy 2.1 Downtown Minden should become the principal specialty-shopping destination in the Carson Valley.

 MG Policy 2.2 A new grocery-anchored community shopping center, including Mixed-use Commercial zoning, should be developed at the intersection of U.S. Highway 395 and State Route 88.

MG Policy 2.3 The Town of Minden and Douglas County shall incubate and attract light industrial/ tech employers.

 MG Policy 2.4 The Town of Minden shall provide additional residential development at comparable densities to the traditional historic neighborhoods and some modest amounts of higher density housing, including without limitation Mixed-use Commercial zoning.

MG Policy 2.5 The Town of Minden, the School District, and the County shall develop community facilities that enhance the quality of life and support existing and future residents.

MG Policy 2.6 The areas identified within the Historic Minden Town Plat, between First and 10<sup>th</sup> Streets, inclusive, and County Road and US Highway 395, exclusive, are allowed to create residential lots with reduced setbacks and lot widths in keeping with the historic development patterns established for Minden.

MG Policy 2.7 Consistent with the Gardnerville Plan for Prosperity, the County and the Town shall pursue land uses that support the character of traditional Gardnerville and the community's quality of life objectives.

MG Policy 2.8 Create a mixed-use and connected community by continuing to plan for mixed-use projects that create and connect to walkable neighborhoods and existing pedestrian trails.

MG Policy 2.9 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.

MG Policy 2.10 Improve U.S. Highway 395's image. Old Town and the 'S' curve continue to be a priority investment district. Other important sites identified include the South Gateway and Waterloo/U.S. 395. All new investment should improve the image of the Town.

**MG Goal 3 To focus compatible, high quality commercial and industrial development within the Towns of Minden and Gardnerville.**

MG Policy 3.1 Douglas County shall support the location of county-wide commercial uses in the Towns of Minden and Gardnerville, in areas planned for commercial use.

MG Policy 3.2 Douglas County shall use its zoning, project review process, and design guidelines for the County and each respective Town to promote development, including Mixed-use Commercial zoning, where appropriate, that will enhance property values and the aesthetics of the Towns and community.

MG Policy 3.3 Except where Mixed-use Commercial zoning is otherwise encouraged by this Master Plan, the County shall limit, subject to the recommendation of the Towns, 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 downtowns Minden and Gardnerville.

MG Policy 3.4 The Eddy Street/Ezell Street neighborhood shall not be zoned commercial until adequate infrastructure and access, including the

completion of angle parking, curb, gutter, sidewalk, and streetscape on the east side of Ezell Street to Gilman is constructed.

MG Policy 3.5 The commercial zoning classification of the parcels located at 1349 and 1355 Centerville Lane, Gardnerville, (also identified as APN 1220-04-201-001 & 1220-04-101-004) shall be restricted to the Office Commercial zoning district. *VACANT* *NET/DEV. 122004 101-030*

MG Policy 3.6 The Minden 'Plan for Prosperity' shall identify "opportunity sites" within the U.S. Highway 395 corridor, and elsewhere, for future Mixed-use Commercial zoning overlay districts in keeping with the recognized goals and policies in the Minden/Gardnerville Community Plan. As necessary or desired, the Town of Minden will update the Minden 'Plan for Prosperity' by submitting amendments to the Board of Commissioners for consideration and approval.

**MG Goal 4 To promote appropriate, high quality commercial and industrial development in the Towns of Minden and Gardnerville.**

MG Policy 4.1 The County shall promote the development and growth of industries in Minden and Gardnerville that are compatible with existing and proposed land uses and in a compact land use form, including without limitation Mixed-use Commercial zoning districts. The County shall work with the Towns to limit and define big box structures within the design code. *START WITH RENO'S CODE.*

**MG Goal 5 To strengthen Minden's role as a government administrative center for Douglas County.**

MG Policy 5.1 The Town of Minden shall continue its role as the central location for County government's services. The County shall plan to provide sufficient, centrally located office and meeting space for government operations.

MG Policy 5.2 By encouraging Mixed-use Commercial zoning districts, where appropriate, the County will promote the development of residential housing nearer to the County seat, thereby enabling its growing workforce to live closer to work.

**MG Goal 6 To ensure the timely provision of community facilities, services, and infrastructure at appropriate levels for the Minden-Gardnerville Community.**

MG Policy 6.1 Douglas County shall plan and provide public facilities and services to the urban areas of the Minden-Gardnerville community at established urban levels of service. *WHAT ARE THOSE LEVELS*

- MG Policy 6.2 Douglas County shall require that all streets in new development be constructed to urban standards.
- MG Policy 6.3 The County shall work with the Towns to ensure adequate provision of park sites to meet the needs of the growing urban community.
- MG Policy 6.4 The County shall work closely with school authorities in the development, maintenance, and joint operation of Minden-Gardnerville school park sites.
- MG Policy 6.5 The County should plan parks in the Minden-Gardnerville Community Plan consistent with the County's park standards established in the Parks and Recreation Element.
- MG Policy 6.6 Douglas County shall require the timely and orderly provision of water and wastewater systems to serve new urban development in the Minden-Gardnerville community.
- MG Policy 6.7 Douglas County shall pursue the development of the Ironwood Extension and analyze the need for the Muller Parkway with limited access in the 20-year time frame of the Plan based on the traffic model. If not required, Muller Parkway shall be placed on the Thoroughfare Plan.
- MG Policy 6.8 Douglas County shall coordinate with the State to ensure that any modifications to U.S. Highway 395 through Minden and 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.
- MG Policy 6.9 Douglas County shall work with the Towns to plan and develop off-street parking and parking districts.
- MG Policy 6.10 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.

including PRIVATE ROADS!

TRANSPORTATION PLAN UPDATE. MULLER NEEDED!!

NOT USED

CAN WE DO THIS?

**MG Goal 7 To minimize the risks to the residents of the Minden-Gardnerville community from natural hazards.**

MG Policy 7.1 The County shall continue to work with the Town of Minden and Gardnerville ~~Town~~ 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.

MG Policy 7.2 Douglas County will work with the Gardnerville ~~Town~~ Water Company and the Town of Minden Utility to expand water systems to serve the needs of the community and the entire Carson Valley region.

MG Policy 7.3 Douglas County shall evaluate the need for additional policies regarding flood plain and floodway areas in the Minden-Gardnerville community following completion of FEMA investigations.

*Land Use Planning Concepts*

MG Concept 7.1 Revitalize Downtown Minden as a regional specialty-shopping destination at and focal point for civic activities.

MG Concept 7.2 Increase local employment opportunities.

MG Concept 7.3 Increase and improve commercial services.

MG Concept 7.4 Develop additional community facilities.

*Image and Identity*

**MG Goal 8 To preserve Minden's traditional scale and rural setting as a reference and context for new development.**

MG Policy 8.1 Minden's open space and wetlands buffer shall be preserved.

MG Policy 8.2 The views of the mountains shall be protected.

MG Policy 8.3 Development shall reflect the walkable scale and pace of Minden's traditional neighborhoods and downtown.

MG Policy 8.4 New residential, commercial and community facility development shall be integrated into the patterns of block and lots sizes traditional of Minden.

MG Policy 8.5 Streetscape shall be developed to underscore the civic role and settings along streets and roads.

- MG Policy 8.6 A combination of streetscape, site planning, and land use planning shall be employed to frame Minden's gateways and focal points.
- MG Policy 8.7 Architecture shall reflect the traditional form, scale, and character as found in Minden's historic neighborhoods.

*Community Design (Image and Identity) Concepts*

- MG Concept 9.1 Enhance and expand Minden's natural and civic open space system as a setting for the community.
- MG Concept 9.2 Preserve the scale and pedestrian friendliness of Downtown Minden as a shopping environment.
- MG Concept 9.3 Expand existing neighborhoods rather than building walled and isolated residential subdivision enclaves.
- MG Concept 9.4 Create and enhance the community design framework for Minden by using streetscape to define the hierarchy of civic streets and places.

Gville?  
Gville.  
Gville.  
Gville.

*Community Circulation and Connections*

- MG Goal 10 To provide a comprehensive circulation system for existing and future Minden neighborhoods with an emphasis on pedestrian facilities and connections.**
- MG Policy 10.1 The highways will be planned and managed to provide for growing regional traffic.
- MG Policy 10.2 Local roads will be used for town-scale economic activities and access.
- MG Policy 10.3 Residential streets are to be slow and safe vehicular and pedestrian routes for Townsfolk.
- MG Policy 10.4 A Town-wide and community-wide trail system for pedestrian and bicycles will be developed, which includes the existing trail system which provides pedestrian and bicycle access to Minden's open space.
- MG Policy 10.5 Public parking lots will be developed to support Downtown's revitalization efforts.
- MG Policy 10.6 Any future highway bypass should be a limited access facility and not transfer economic opportunities away from downtown Minden.

Gville.  
Carson Valley?

?Development?

9-50



*Implementation Strategies for the Minden Plan for Prosperity*

Downtown

- MG Strategy 12 The Town and the County shall follow the Downtown Administrative Actions, the Downtown Regulatory Actions, the Downtown Financing Actions, and the Downtown Capital projects identified in the Minden Plan for Prosperity Action Plan.
- MG Strategy 13 The Town and the County shall follow the Regional Streets Administrative Actions, the Regional Streets Regulatory Actions, the Regional Streets Financing Actions, and the regional Streets Capital projects identified in the Minden Plan for Prosperity Action Plan.
- MG Strategy 14 The Town and the County shall follow the Traditional Neighborhoods Administrative Actions, the Traditional Neighborhoods Regulatory Actions, the Traditional Neighborhoods financing Actions, and the Traditional Neighborhoods capital Projects identified in the Minden Plan for Prosperity Action Plan.
- MG Strategy 15 The Town and the County shall follow the New Neighborhoods Administrative Actions, the New Neighborhoods Regulatory Actions, the New Neighborhoods Financing Actions, and the New Neighborhoods Capital projects identified in the Minden Plan for Prosperity Action Plan.
- MG Strategy 16 The Town and the County shall follow the Open Space System Administration Actions, the Open Space System Regulatory Actions, the Open Space System Financing Actions, and the Open Space system Capital Projects identified in the Minden Plan for Prosperity Action Plan.

Gardnerville Goals, Policies and Implementation Strategies

- MG Strategy 17 Revitalize Old Town Gardnerville as a mixed-use community center connecting and serving residents and visitors ✓
- MG Policy 17.1 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. ?
- MG Policy 17.2 Public and private investment in Old Town should enhance pedestrian access, calm and slow traffic, and provide convenient parking. I
- MG Policy 17.3 New development should reflect the pedestrian scale, orientation and character of Gardnerville's traditional commercial, residential, and mixed-use buildings }

**MG Goal 18 Create a new 'S' Curve**

- MG Policy 18.1 Redevelop the 'S' Curve as a mixed-use extension and entry for Old Town with visitor, commercial, and residential uses.
- MG Policy 18.2 New investment should resolve the roadway safety of the curve and enhance pedestrian connections to adjacent neighborhoods and Old Town.
- MG Policy 18.3 New development should incorporate historic buildings, hide parking, and make an esthetic thematic connection to Old Town.

**MG Goal 19 Improve Relationship to Minden-Millerville area**

- MG Policy 19.1 Gardnerville's northern entry should include commercial and institutional uses that take advantage of U.S. Highway 395 visibility.
- MG Policy 19.2 New investment should reduce the number of pedestrian and auto conflicts.
- MG Policy 19.3 Site planning and building design should reflect the traditional character of Gardnerville's adjacent commercial and residential areas.

**MG Goal 20 Enhance Community-Serving Commercial Center-'Commercial Quad'**

- MG Policy 20.1 New commercial uses located in the Commercial Quad area should enhance its role as a sub-regional and community-serving address.
- MG Policy 20.2 The development of projects in the Commercial Quad area should have easy access for automobiles and safe pedestrian connection between parcels and adjacent areas.
- MG Policy 20.3 New development in the Commercial Quad area should contribute to the overall character of the district as a convenient and comfortable shopping experience.

**MG Goal 21 Provide Commercial Services for Residential Uses-'South-Central Gardnerville'**

- MG Policy 21.1 New development on U.S. Highway 395 frontage should include commercial and residential uses that complement and serve adjacent subdivisions.
- MG Policy 21.2 New development should be accessed from Stodick Parkway and a future roadway from U.S. Highway 395 into the Virginia Ranch

GP 2011

development, and provide safe and comfortable pedestrian connections to adjacent neighborhoods.

MG Policy 21.3 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.

**MG Goal 22 Create Southern Gateway to Gardnerville**

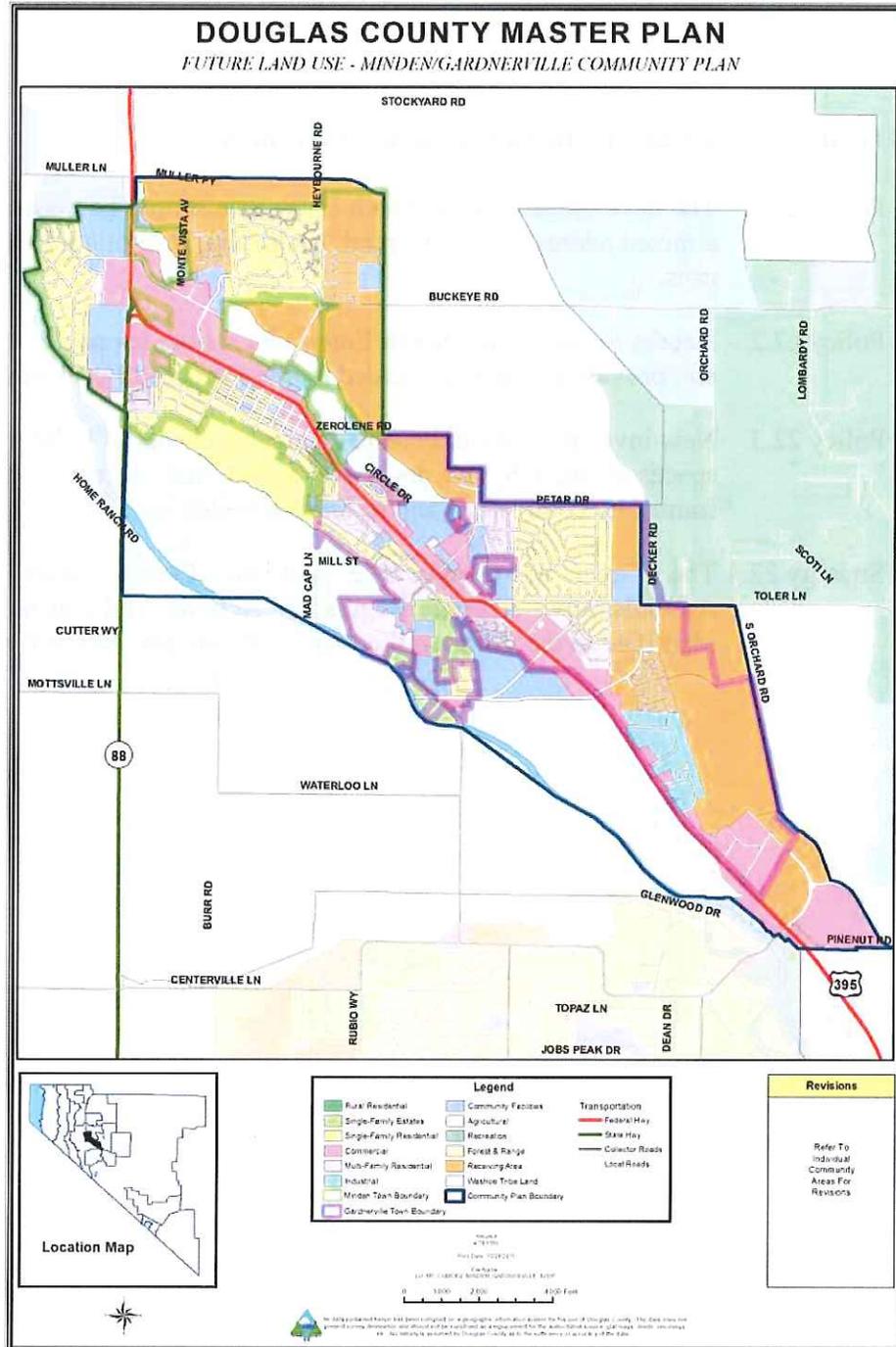
MG Policy 22.1 The development of the South Entry area should be master planned as a mixed address of commercial, healthcare, institutional and residential uses.

MG Policy 22.2 Access to uses in the South Entry area should happen from side roads and provide a pedestrian-scaled internal street and walkway system.

MG Policy 22.3 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.

MG Strategy 22.4 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.

### Map 2.11 Minden/Gardnerville Community Plan Future Land Use Map



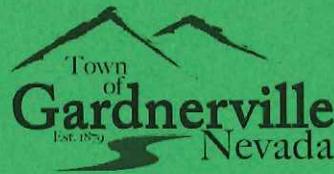
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	April 1 2000	JULY 1 2000	JULY 1 2002	Percent Change 7/08 - 7/09	JULY 1 2009	Percent Change 7/11 - 7/12	JULY 1 2012	Percent Change 7/12 - 7/13	JULY 1 2013	Percent Change 7/13 - 7/14	JULY 1 2014	Percent Change 7/14 - 7/15	JULY 1 2015
State of Nevada Counties	1,998,257	2,066,831	2,206,022	-1.0%	2,711,206	1.0%	2,750,217	1.8%	2,800,967	1.5%	2,843,301	1.9%	2,897,584
Cities													
Towns													
Carson City	52,457	53,095	54,844	-1.9%	56,506	-1.1%	55,441	-1.4%	54,668	-1.3%	53,969	0.6%	54,273
Churchill County	23,982	26,247	25,116	-0.5%	26,859	0.4%	25,238	0.3%	25,322	-0.9%	25,103	0.1%	25,126
Fallon	7,536	8,386	8,178	-1.6%	9,113	1.1%	8,706	0.0%	8,706	-0.7%	8,645	1.4%	8,770
Clark County	1,375,765	1,425,723	1,549,657	-0.8%	1,952,040	1.0%	1,988,195	2.2%	2,031,723	1.9%	2,069,450	2.4%	2,118,353
Boulder City	14,966	15,519	14,842	-3.7%	16,064	2.8%	15,759	-0.8%	15,635	0.0%	15,627	1.2%	15,813
Henderson	175,381	198,691	209,486	-0.7%	267,687	0.8%	266,846	2.8%	274,270	2.4%	280,928	2.5%	287,828
Las Vegas	478,434	483,448	514,640	-0.4%	591,422	0.1%	589,156	1.6%	598,520	2.0%	610,637	1.7%	620,935
Mesquite	9,389	15,605	13,216	4.7%	20,677	-1.5%	16,778	4.2%	17,477	4.5%	18,262	4.4%	19,061
North Las Vegas	115,488	124,936	135,967	0.2%	215,022	-0.8%	222,009	1.9%	226,199	1.9%	230,491	2.1%	235,395
Bunkerville	877	909	1,180	5.3%	1,222	-9.6%	1,084	-1.5%	1,067	-2.7%	1,039	5.7%	1,097
Enterprise	21,138	21,905	46,193	0.5%	150,473	1.4%	162,872	4.8%	170,699	2.0%	174,064	5.6%	183,755
Indian Springs	1,339	1,387	1,557	-2.8%	1,447	2.0%	1,192	0.9%	1,203	1.4%	1,220	1.2%	1,235
Laughlin	7,800	8,083	6,403	-9.7%	7,914	17.4%	8,414	5.0%	8,835	1.4%	8,963	2.5%	9,186
Moapa Valley	711	736	1,076	5.4%	1,052	-21.8%	1,086	0.7%	1,094	23.6%	1,352	0.8%	1,363
Mt. Charleston	8,770	9,088	6,277	1.9%	7,269	-10.2%	6,868	0.0%	6,871	-0.3%	6,851	0.3%	6,875
Paradise	166,260	172,297	187,746	-1.8%	178,974	1.7%	184,745	1.7%	187,949	1.6%	191,047	0.9%	192,810
Searchlight	741	767	822	-4.2%	718	-30.7%	395	0.3%	397	-13.2%	344	0.8%	347
Spring Valley	125,607	130,168	139,290	-1.4%	174,458	7.2%	184,910	2.1%	188,818	1.3%	191,342	3.5%	197,958
Summerlin	4,675	4,845	12,239	1.2%	28,342	0.5%	25,260	6.3%	26,855	1.4%	27,244	3.9%	28,300
Sunrise Manor	154,616	160,231	176,587	-3.2%	179,808	2.9%	196,570	1.6%	199,754	1.5%	202,710	2.0%	206,720
Whitney	14,422	14,946	18,979	4.2%	37,690	-0.5%	38,910	2.4%	39,857	1.8%	40,567	2.7%	41,662
Winchester	29,658	30,735	33,994	-5.1%	35,235	-5.1%	31,634	1.0%	31,960	1.4%	32,413	1.1%	32,770
Douglas County	41,259	43,101	44,212	-1.4%	51,390	0.7%	48,015	1.0%	48,478	0.2%	48,553	-0.7%	48,223
Gardnerville	3,377	3,528	4,065	-3.0%	5,250	0.5%	5,495	0.8%	5,541	4.0%	5,760	-0.2%	5,751
Genoa	235	245	227	0.2%	256	1.3%	219	0.6%	220	-1.5%	217	-1.1%	215
Minden	2,697	2,818	2,830	-1.0%	3,229	0.9%	3,010	-0.6%	2,993	2.7%	3,072	0.0%	3,072
Eiiko County	45,291	50,756	46,577	1.5%	51,325	3.8%	51,771	3.1%	53,384	0.0%	53,358	0.4%	53,551
Carlin	2,161	2,395	2,074	1.0%	2,345	0.0%	2,376	20.0%	2,851	-4.2%	2,731	-0.1%	2,727
Elko	16,708	18,642	16,690	0.0%	18,428	6.2%	20,406	2.7%	20,958	-0.4%	20,865	-0.7%	20,714
Wells	1,346	1,563	1,389	-0.6%	1,515	9.0%	1,280	2.1%	1,307	8.0%	1,411	-2.8%	1,371
West Wendover	4,721	3,867	4,839	-0.9%	4,945	-2.3%	4,367	2.0%	4,453	-0.7%	4,420	1.3%	4,478
Jackpot	1,178	1,310	1,288	-3.1%	1,184	-5.1%	914	1.0%	923	-1.8%	907	-1.0%	898
Montello	191	216	181	1.3%	167	-23.5%	60	-0.3%	60	-6.3%	56	-0.9%	56
Mountain City	135	150	127	-7.0%	121	7.4%	110	-0.7%	109	-1.6%	107	-7.0%	100
Esmeralda County	971	1,513	1,125	-4.3%	1,187	4.3%	860	-0.2%	858	7.9%	926	-0.4%	923
Goldfield	369	574	438	6.4%	441	-9.9%	259	12.8%	293	-7.2%	272	-3.7%	262
Silver Peak	148	230	128	-22.7%	141	9.4%	128	3.4%	132	-3.2%	128	4.0%	133

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



1. **For Possible Action:** Discussion to possibly modify town lighting at Kingslane and Douglas Avenue; with public comment prior to Board action.
2. **Recommended Motion:** Discussion and provide direction to staff on the two projects.

**Funds Available:**  Yes  N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016 **Time Requested:** 20 minutes

6. **Agenda:**  Consent  Administrative

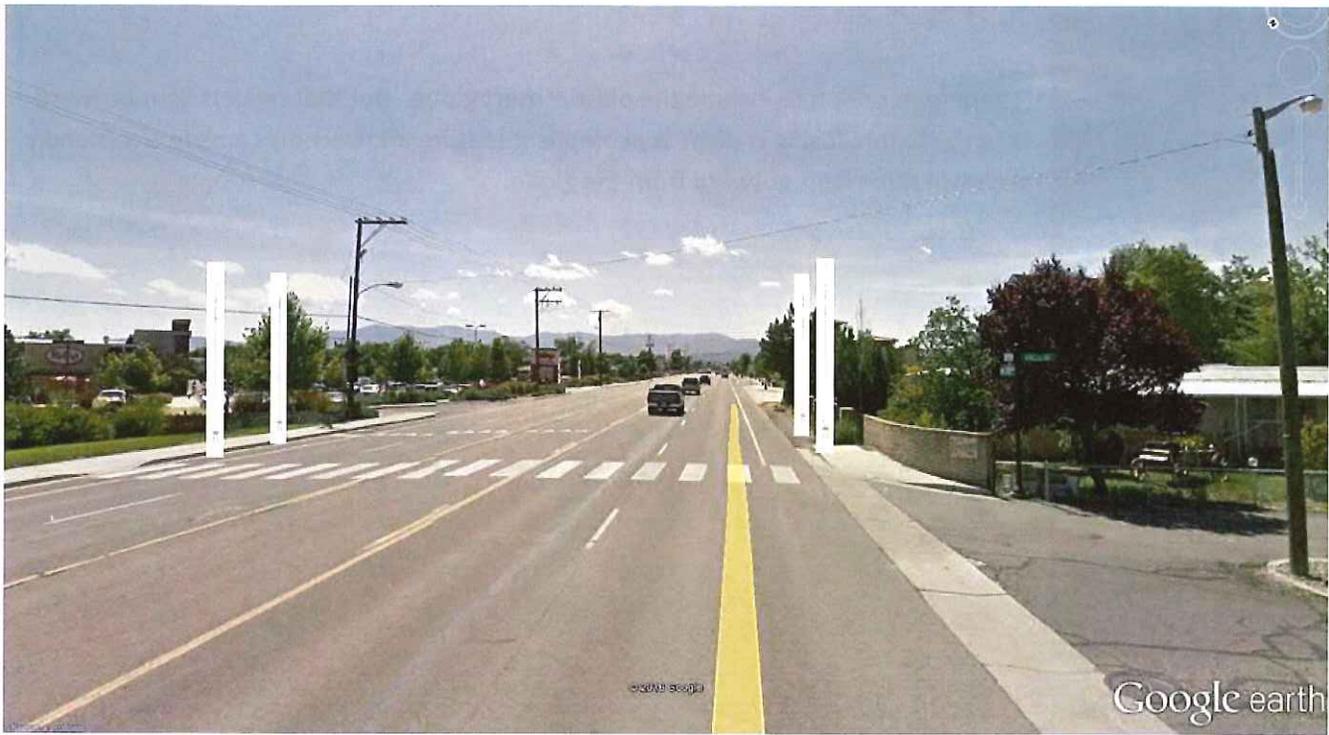
**Background Information:** Staff came to the board 6/2/15 on changes to lighting standards in subdivisions. We tried the new version of the light that is dark sky compliant. We currently provide a negslaga light head within the downtown core. Does the board want to use those lights on Douglas with or without the decorations? Staff recommends poles only, and the new light as the display light on Gilman just north of Chichester Drive and at the trailhead on Snaffle Bit. Staff wants to continue to use those new light heads in the Ranch replacing the 6 existing light heads in the first 3 phases that have been constructed.

Kingslane will most likely require 4 decorative lights. Possibly the new light heads on a taller light pole. It is needed to meet the NDOT light standards of average 20 LUX within the crosswalk area. Light has to be located on each side to light the entire sidewalk and the pedestrian as they walk across the street. This is the crosswalk that will tie Lampe Park to the Martin Slough nature trail and will be used heavily in the future. The other option is to install a similar set up as Bently did on 4<sup>th</sup> street and 395 in Minden, but there are overhead powerlines which will be an issue.

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

8. **Board Action:**

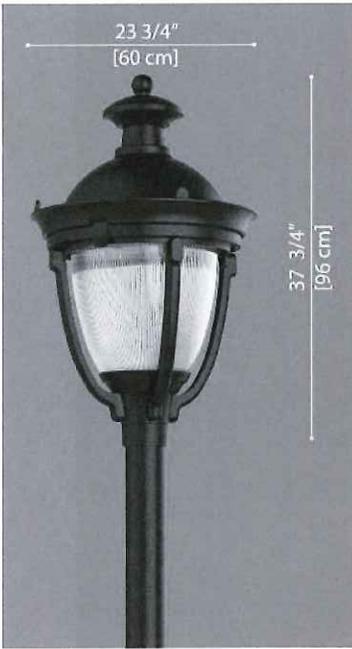
- Approved  Approved with Modifications  
 Denied  Continued



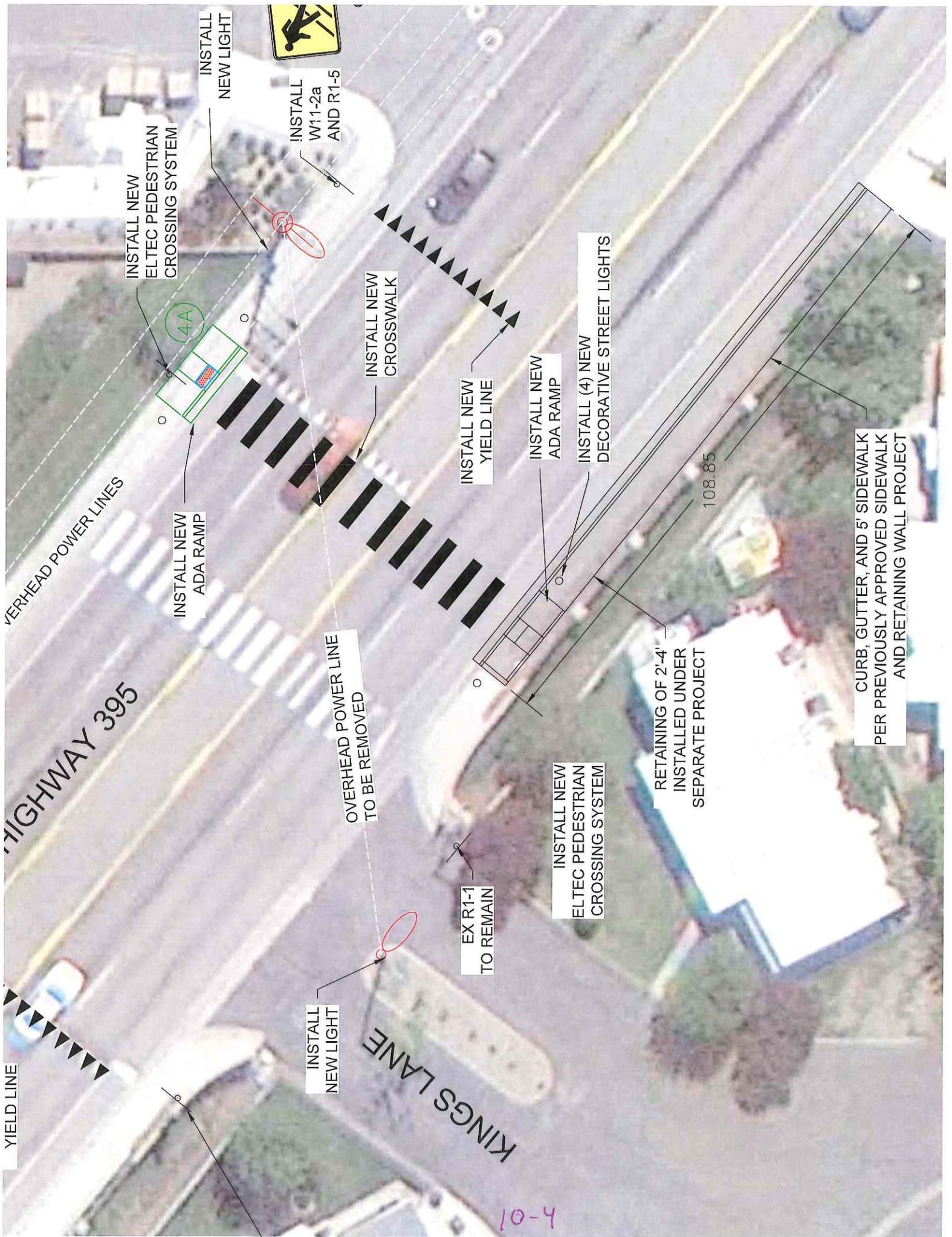
**Kingslane - Option with 4 lights at crosswalk**



**Kingslane Option similar to (4<sup>th</sup> street Minden)**



There is an option to include the plastic insert globe. But that reflects light outward and the fixture losing is night sky compliant feature and becomes a night sky friendly as it will shine light outward from the globe.



YIELD LINE

HIGHWAY 395

KINGS LANE

INSTALL NEW ELTEC PEDESTRIAN CROSSING SYSTEM

INSTALL NEW LIGHT

INSTALL W1-2a AND R1-5

INSTALL NEW ADA RAMP

INSTALL NEW CROSSWALK

INSTALL NEW YIELD LINE

INSTALL NEW ADA RAMP

INSTALL (4) NEW DECORATIVE STREET LIGHTS

OVERHEAD POWER LINE TO BE REMOVED

EX R1-1 TO REMAIN

INSTALL NEW LIGHT

INSTALL NEW ELTEC PEDESTRIAN CROSSING SYSTEM

RETAINING OF 2'4" INSTALLED UNDER SEPARATE PROJECT

CURB, GUTTER, AND 5' SIDEWALK PER PREVIOUSLY APPROVED SIDEWALK AND RETAINING WALL PROJECT

108.85

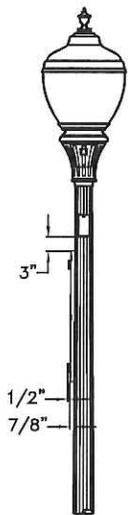
10-4

**LUMINAIRE SPECIFICATIONS:**

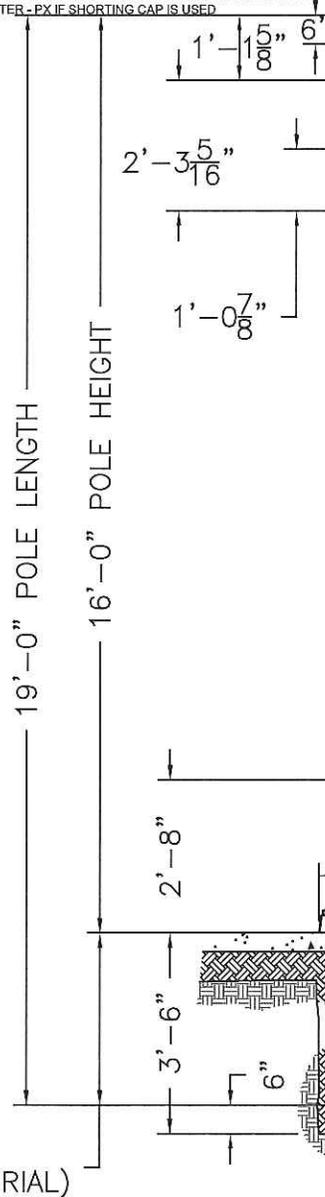
CATALOG NO.: CP3243-AGPF-5SM4-64W-5K-120to277-RAL9005TX-PX-R30-SQ  
 GLOBE MATT: FROSTED POLYCARBONATE ACORN  
 IES CLASSIFIC: TYPE 5  
 WATTAGE: 54  
 LIGHT SOURCE: LED  
 LINE VOLTAGE: 120 AT 277 VOLTS  
 DRIVER: MOUNTED ON A STAINLESS STEEL QUICK RELEASE TRAY ALL COMPONENTS SHALL HAVE MOLEX QUICK CONNECTORS.  
 MOUNTING HARDWARE: SQUARE HEAD BOLTS  
 IP66 WEATHERPROOF LUMINAIRE WITH "V" GROOVE SILICONE GASKET  
 PHOTO CELL: TWIST LOCK TYPE, 120 VOLTS, INSTALLED IN FITTER - PX IF SHORTING CAP IS USED

#CP3243-AGPF-5SM4-64W-5K-120to277-RAL9005TX-PX-R30-SQ

GASKET ON (QUARTER TURN) SYSTEM ONLY  
 PHOTOCELL MAY BE REQUIRED OR PRE INSTALLED SHORTING CAP (PX) WILL BE PROVIDED OR OTHER PER THE DIRECTION OF THE TOWN. (NVE CODE #28-0490)



SIDE VIEW



15A, 120 V, GFI RECEPTACLE WITH WEATHER PROOF COVER (270° CW FROM HANDHOLE) ON POLES WITH HANGER OPTION ONLY

POLES WITHIN GARDNERVILLE MAIN STREET DISTRICT ONLY SHALL PROVIDE CHRISTMAS DECORATION HANGER WELDED IN-PLACE (IN-LINE WITH HANDHOLE)

11 GA., 6 3/16" BASE DIA., GALVANIZED STEEL FLUTED TAPERED POLE 0.14"/FT. TAPER, VI-A20-F/19' (NVE CODE #28-1108)

**PAINT SPECIFICATION**  
 ALL CAST IRON AND STEEL LIGHT POLE PARTS ARE TO BE FACTORY POWDER COATED "BLACK".

APPLY SILICONE SEALANT AT INSTALLATION

A20 VERTICALLY SPLIT BASE WITH REMOVABLE ACCESS DOOR (NVE CODE# 28-0130)

20"  $\phi$  SIDEWALK

N9 BOX - JUNCTION BOX FOR POLE ELECTRICITY WITH POLYETHYLENE PIPE CONDUIT

16"  $\phi$  x 42" TALL SONO TUBE, FILLED WITH 3/4" MINUS GRAVEL, COMPACTED, COMPACT TYPE II BASE BETWEEN NATIVE EARTH HOLE AND SONOTUBE

MANUFACTURE

DISTRIBUTOR

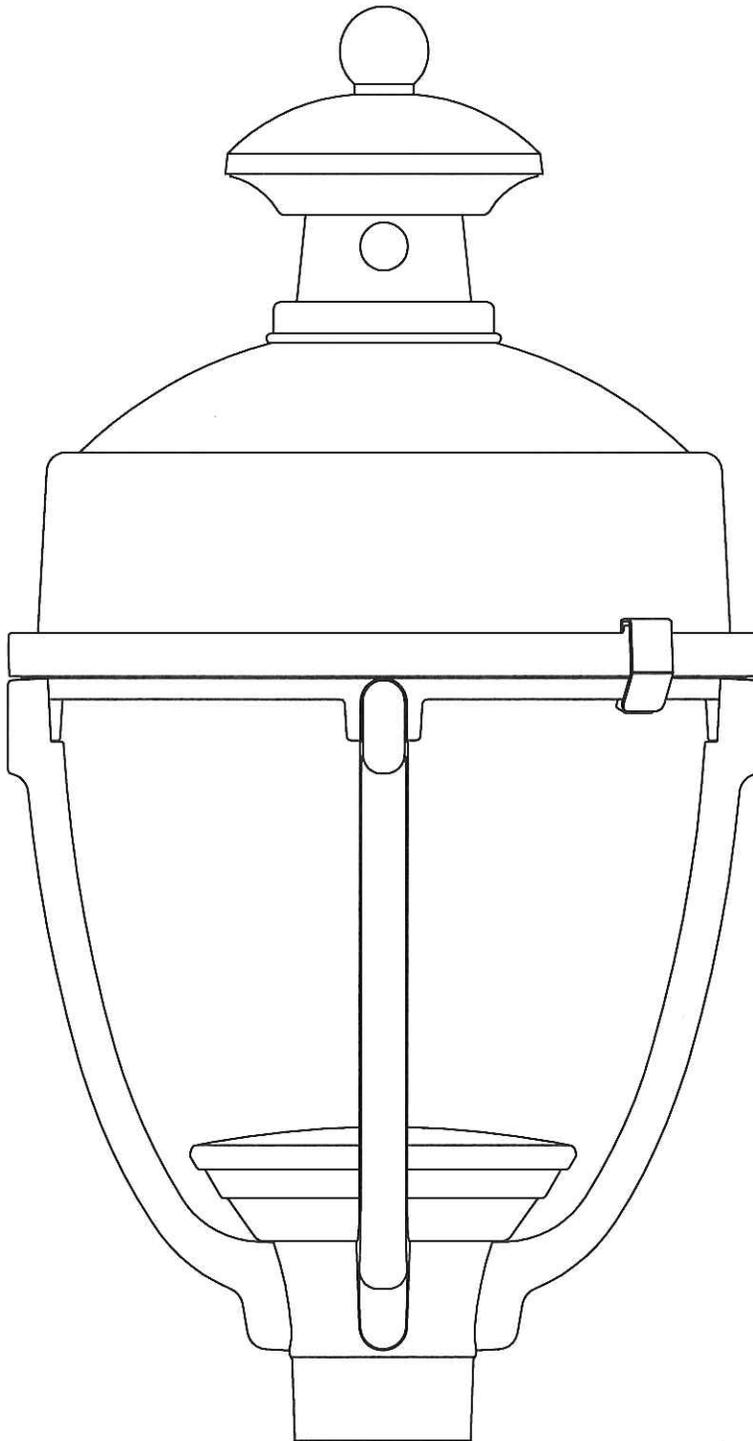
 <b>Visco</b> <small>CAST IRON &amp; STEEL                  MANUFACTURERS OF STREET LIGHTS</small> 29579 AWBREY LANE EUGENE, OREGON 97402 PHONE (541) 688-7741 FAX (541) 461-0951	 <b>Cyclone</b> LIGHTING TEL 450 436 5500 FAX 450 436 3011	 <b>GBL</b> Great Basin Lighting Inc. <small>MANUFACTURE REPRESENTATIVES &amp; CONSULTANTS</small> 105 Terminal Way Suite 202 Reno, Nevada 89502 (775) 333-0900
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STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION  
**TOWN ROADS DECORATIVE LIGHT STANDARD**

SECTION	TOWN OF GARDNERVILLE
RELEASE DATE:	10/2011
DWG:	TOG-04

19 1/2"  
[50cm]



37 1/4"  
[94cm]

10-6

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



1. **For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for July 2016.

2.

3. **Recommended Motion:**

**Funds Available:**  Yes  N/A

4. **Department:** Administration

5. **Prepared by:** Tom Dallaire

6. **Meeting Date:** August 2, 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: Discussion on the Town Manager's Monthly Report of activities for July 2016.**
2. **Recommended Motion:**  
**Funds Available:**  Yes  N/A
3. **Department: Administration**
4. **Prepared by: Tom Dallaire**
5. **Meeting Date: August 2, 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



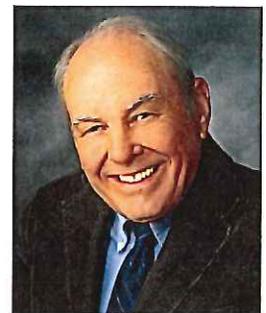
Mary Wenner , Chairwoman  
Ken Miller, Vice Chairman  
Cassandra Jones, Board Member  
Linda Slater, Board Member  
Lloyd Higuera, Board Member

## Town Manager Monthly Report August 2016 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** McGinley provided the bid docs. They specified the site be re paved with 3" of new ac. I asked them to change that to grindings until we can get the site improved. Is the board ok with grindings where all the concrete is located? Next step is to get the approval from NDEP for the contractor so the final step in cleaning the site can be completed. We have a 50% plan set if you are interested in the current design plans. The structural engineer will not allow any more equipment to hang from the existing roof structure so they are planning on building an internal frame for a structure to hang all the ceiling hardware, lights and acoustic ceiling panels on. We discussed converting the outside storage to be enclosed for the table and chair storage area. Also, the CDBG funding is opening back up last cycle for projects up to \$300,000. We asked Douglas County to submit our project as presented last cycle. So stay tuned.
- B. 395 Crosswalks:** I had a meeting with Tim and Gary Whisler about the lighting issues caused by NE Energy. Because the PUC only allows NV Energy to bill for lights, rapid flashing beacons is not considered a light and does not have an allowable billing rate, therefore needs to be metered; which is the problem with the 4<sup>th</sup> street light and the reason the overhead lights are on but not the rapid flashing beacons. They need to install a meter to serve power to the beacons. This is going to be an issue at Mission Street. I think we will propose solar there as well, or pull a service off Mission Street to power the pole. The SHPO process is going to become quite a bit more complicated as well. We are waiting to hear from the consultant as to how much more work this is going to be. This is just out of control!
- C. Kingslane Sidewalk Project:** We received three comments back from NDOT staff on what the ramps look like. I need to spend time on this this coming month to get the final plans done.
- D. Toiyabe Storm Drain Project:** - I received the contours form GID for the town. I need to spend time on this analyzing the drainage in the area to see if we can just abandon the pipe in place and improve the drainage inlets at the shop where the water will end up. Then we can have the existing pipe filled with sanded grout to eliminate the sink holes.
- E. Maintenance Yard Plans:** I have not received a revised set of plans from ROA on the yard improvements prior to leaving on vacation.
- F. Office Items:**
- Continued to work with Mike and Bill from ROA on the BLA (boundary line adjustment). We are close to getting this recorded. The redlines are complete and mylars are ready to submit. We need Mike to update the deeds and create the two easements. Dave is ready for this to be complete as well.
  - We were able to sign papers on the property and issue the \$2000 for the escrow account to open. We are working on getting a check from the county for \$125,000 by the end of August. August will be the date of the payments in the future.
  - Redesigned Mill Street again after discussing what the contractor wants to do. Spoke with the couple across the street and I am getting a price on sidewalk on their property to Gasoline Alley as well. Redrew the corner at southwest Mill to finish the ADA upgrades at that location.
  - Still no news from the county on the alley at the French Bar. Doug is in the middle of several lawsuits. This will take some time for this to get to the top of his pile and they are down a couple of staff members.
  - Signed all the paperwork for the credit card processing. With Carol on vacation this coming month it will get set up when she returns.
  - Had several complaints about the infestation of bugs around Chichester and Arbor Gardens.



PRESENTATION TO  
LEADERSHIP DC  
July 19, 2016



Five member elected Town Board  
14 full time employees, 1 part time and one seasonal employee

Population 5,751

Town Boundary: 2.4 square miles

General Fund: \$1.2 million

Health & Sanitation: \$1,000,000

- Provides trash collection service to 223 commercial and 1789 residential customers

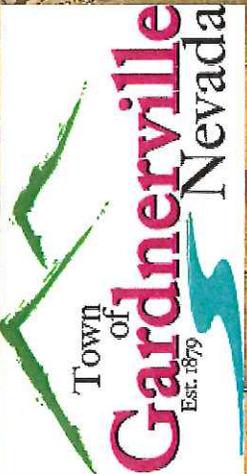
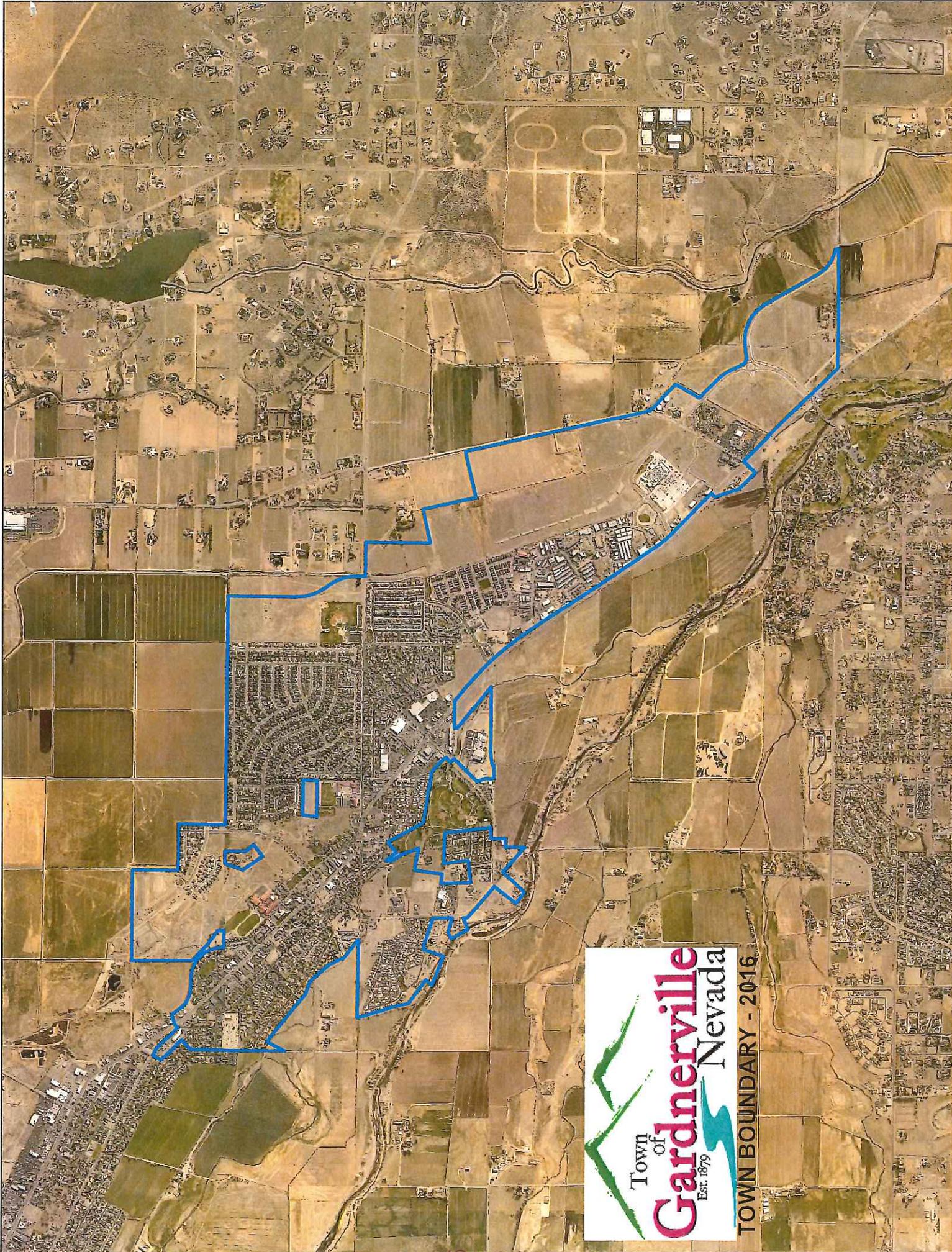
The Town maintains:

- 20 miles of roads
- 80,611 LF or 15.27 miles of storm drain system
- 44,685 LF or 8.46 miles irrigation ditch
- 5 regional detention ponds
- 296 street lights & 119 decorative street lights
- Street and traffic signs

• 4 parks: Heritage Park, Gardner Park, Arbor Gardens Park, Martin Slough Nature Park and trail

- Owned parcels 21 - 69.73 acres

12-2



Town of  
**Gardnerville**  
Est. 1879  
Nevada

TOWN BOUNDARY - 2016

## GID and Town Services

**NRS 318.116 Basic powers which may be granted to district.** Any one, all or any combination of the following basic powers may be granted to a district in proceedings for its organization, or its reorganization pursuant to [NRS 318.077](#) and all provisions in this chapter supplemental thereto, or as may be otherwise provided by statute:

1. Furnishing electric light and power, as provided in [NRS 318.117](#);
2. Extermination and abatement of mosquitoes, flies, other insects, rats, and liver fluke or *Fasciola hepatica*, as provided in [NRS 318.118](#);
3. Furnishing facilities or services for public cemeteries, as provided in [NRS 318.119](#);
4. Furnishing facilities for swimming pools, as provided in [NRS 318.1191](#);
5. Furnishing facilities for television, as provided in [NRS 318.1192](#);
6. Furnishing facilities for FM radio, as provided in [NRS 318.1187](#);
7. Furnishing streets and alleys, as provided in [NRS 318.120](#);
8. Furnishing curbs, gutters and sidewalks, as provided in [NRS 318.125](#);
9. Furnishing sidewalks, as provided in [NRS 318.130](#);
10. Furnishing facilities for storm drainage or flood control, as provided in [NRS 318.135](#);
11. Furnishing sanitary facilities for sewerage, as provided in [NRS 318.140](#);
12. Furnishing facilities for lighting streets, as provided in [NRS 318.141](#);
13. Furnishing facilities for the collection and disposal of garbage and refuse, as provided in [NRS 318.142](#);
14. Furnishing recreational facilities, as provided in [NRS 318.143](#);
15. Furnishing facilities for water, as provided in [NRS 318.144](#);
16. Furnishing fencing, as provided in [NRS 318.1195](#);
17. Furnishing facilities for protection from fire, as provided in [NRS 318.1181](#);
18. Furnishing energy for space heating, as provided in [NRS 318.1175](#);
19. Furnishing emergency medical services, as provided in [NRS 318.1185](#);
20. Control of noxious weeds, as provided in [chapter 555](#) of NRS; and
21. Establishing, controlling, managing and operating an area or zone for the preservation of one or more species or subspecies of wildlife that has been declared endangered or threatened pursuant to the federal Endangered Species Act of 1973, 16 U.S.C. §§ 1531 et seq., as provided in [NRS 318.1177](#)

## **NRS 269.575 Town services.**

1. Town services, any one of which or any combination of which may be supplied to the residents of a particular unincorporated town include, but need not be limited to:
  - (a) Cemetery;
  - (b) Dump stations and sites;
  - (c) Fire protection;
  - (d) Flood control and drainage;
  - (e) Garbage collection;
  - (f) Police;
  - (g) Parks;
  - (h) Recreation;
  - (i) Sewage collection;
  - (j) Streets;
  - (k) Street lights;
  - (l) Swimming pools;
  - (m) Television translator;
  - (n) Water distribution; and
  - (o) Acquisition, maintenance and improvement of town property.
2. Each unincorporated town is limited to that service or those services whose supply provided the basis for the formation of the town, as adjusted from time to time pursuant to [NRS 269.570](#).

**Kevin MacMillan**BONANZA INTERIM EDITOR

September 13, 2008

## GID vs. town: What are the differences?



EDITORS NOTE: This is the second in a regular series of stories detailing the effort to create the Town of Incline Village. Today's topic deals with the differences between a general improvement district and an unincorporated town, per Nevada Revised Statutes. Independent Incline Web site [townofinclinevillage.org](http://townofinclinevillage.org) has a list of answers to this question: What is the advantage of Incline Village becoming a Town? Generally, those answers address the difference between an unincorporated town and a general improvement district. The official differences between the two is detailed in Nevada law, specifically Nevada Revised Statute 318, which deals with GIDS; and NRS 269, on which the unincorporated Town of Incline Village would be created if the idea moves forward through Election Day and into 2009. In a recent e-mail to the Bonanza, Washoe County Manager Katy Simon offered this explanation as to the main difference between an unincorporated town and a GID. Both GIDs and unincorporated towns exist throughout the state and are effective in providing higher levels of service provision to specific communities, Simon said. According to Nevada Revised Statutes, the difference between a general improvement district and an

unincorporated town is a function of the duties that each entity can perform. GIDs (like IVGID) can do water, sewer, roads, recreation and trash services, for example. Unincorporated towns can perform those duties and more, such as contract for financial services. Below are short explanations and definitions of GIDs and unincorporated towns, per NRS and a 2001 University of Nevada, Reno, report titled Legal and Economic Considerations for Incorporation of Nevada Towns which dissects NRS to explain the main differences between a GID and an unincorporated town. Look for the full report online by typing in its title into an online search site. It is available in HTML or PDF format. General Improvement Districts According to Nevada law, a general improvement district is pursuant to NRS Chapter 318, which is titled General Improvement District Law. These districts serve a public use and will promote the health, safety, prosperity, security and general welfare of the states inhabitants. Each district is a body corporate and politic and a quasi-municipal corporation. (NRS 318.015) Furthermore, the board that manages a GID has all rights and powers necessary or incidental to or implied from the specific powers granted and specific powers shall not be considered as a limitation upon any power necessary or appropriate to carry out (its) purposes... There are 21 basic powers granted to general improvement districts. According to NRS 318.116 Any one, all or any combination of the following basic powers may be granted to a district ... GIDs do not have the authority to provide for police, planning, or zoning. These 21 powers are listed in NRS 318.116. Some include: Furnishing facilities for swimming pools, furnishing electric light and power; furnishing curb, gutter and sidewalks; and furnishing recreational facilities. As for revenues and finances, depending on the specific purposes of the GID, the GID board may have the power to levy a general ad valorem tax, special assessments, establish tolls, rates and other service charges. The GID may also be able to borrow money and issue short-term notes, warrants, interim debentures, general obligation bonds, revenue bonds and special assessment bonds. The ability of the board to use debt will depend on the population and purpose of the district. A district may be eligible for distributions from the state government if it provides two of the following: Fire protection, road repair, maintenance and construction, or parks and recreation. Furthermore, the total ad valorem tax levy for all public purposes must not exceed \$3.64 on each \$100 of assessed valuation. This has implications for a GID, as any given piece of taxable property within its boundaries may be subject to tax by the state, county, town, other special districts or school district. If a GID is being considered as one means of local organization and ad valorem taxes are being considered as one source of possible revenue, then the \$3.64 limit needs to be taken into consideration. Also, a GID may not find it financially feasible to pay for all of the services it would like to provide. According to NRS 277.045, counties, incorporated cities, unincorporated towns, school districts and other special districts may enter into cooperative agreements to provide governmental functions. These agreements may involve use of property, equipment or personnel. A GID may not have to make the capital expenditures necessary to build new structures, purchase equipment or hire additional staff. It may be able to reach an agreement with the county to use existing structures, equipment and staff as necessary for a fee. Unincorporated towns Generally, unincorporated towns enjoy the same amount of government power as GIDs, except they have the power to oversee more locally. NRS Chapter 269 contains the statutes

providing for and limiting the power of board of county commissioners and other boards to manage the affairs of and provide for unincorporated towns. The county and any other boards that may participate in the management of the towns affairs are limited to those powers stated or inferred from these statutes. As provided for in NRS 269, the board of county commissioners may oversee the affairs of any unincorporated town. However, the citizens of those towns have the option of more specific control. A town board may adopt all ordinances, rules and regulations and perform all other acts necessary for the execution of the powers and jurisdiction conferred, as well as revise and codify those ordinances into a town code. It can also punish breaches of ordinances. Following is a list of some of the additional services unincorporated towns can provide; this full list is provided in NRS 269: Fire protection and police protection; business licenses; the keeping of animals; and the limiting of competition by providing or franchising for the following: Ambulance service; public transportation or taxi cabs; waste disposal; operations at an airport (excluding police and fire protection but may include car rental and concession stands); water and sewage treatment (unless regulated in that town by an agency of the state); concessions on property owned or leased by the town; and landfills. Similar to a GID, an unincorporated town may not find it financially feasible to pay for all of the services it would like to provide. One key difference between a GID and an unincorporated town is that under current law, there are more limited general obligation bond provisions under the NRS 269 town law than the GID law. However, it is the goal to ask the 2009 Nevada State Legislature to modernize the NRS 269 Town law to allow the appropriate general obligation bonding for Towns. Find out more about the differences on townofincline village.org, or join the discussion on the Bonanzas Independent

Incline blog at tahoebonanza.com/blogs/independentincline.

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



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

2. **Recommended Motion:** No motion required.

**Funds Available:**  Yes       N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** August 2, 2016      **Time Requested:** 10 minutes

6. **Agenda:**  Consent       Administrative

**Background Information:** To be presented at meeting.

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

8. **Board Action:**

- Approved       Approved with Modifications  
 Denied       Continued