



## GARDNERVILLE TOWN BOARD

### Meeting Agenda

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

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

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

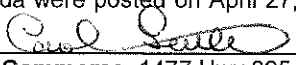
Tuesday, May 3, 2016

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 April 27, 2016, on or before the third day prior to the meeting date, by Carol Louthan, Office Manager Signed:  : in accordance with NRS Chapter 241 at following locations;  
**Carson Valley Chamber of Commerce**, 1477 Hwy 395 N, Gardnerville NV 89410 at 4:10 P.M.  
**Douglas County Historic Courthouse**, 1616 8<sup>th</sup> Street, Minden NV 89423, at 4:18 P.M.  
**Gardnerville Post Office**, 1267 US HWY 395 #L, Gardnerville NV 89410 at 4:29 P.M.  
**Gardnerville Town Offices**, 1407 HWY 395 N, Gardnerville NV 89410 at 4:40 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 – Pastor Leo Kruger

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

#### PLEDGE OF ALLEGIANCE – Linda Slater

#### 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:

April 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:** Health and Sanitation & Public Works Departments Monthly Report of activities
3. **For Possible Action:** Approve April 2016 claims
4. **For Possible Action:** Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the 106<sup>th</sup> Annual Carson Valley Days Festival scheduled for June 8 through 13, 2016, sponsored by Carson Valley Active 20-30 Club #85.

**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 April 2016. (approx. 10 minutes)
6. **For possible Action:** Discussion on the Town of Gardnerville lease agreement with Main Street program to lease the Heritage Park Garden property, to Main Street Gardnerville (MSG), located at 1461 Ezell Street (APN:1320-33-310-005) at a cost of providing insurance for the property, allowing the control and scheduling of events or other activities to Main Street Gardnerville after review and approval by town office staff of Main Street Gardnerville's proposed event dates in Heritage Park Garden to avoid conflicts with Town approved events in Heritage Park, with further discussion on the MSG Heritage Park Gardens Event Policy, and Special Event Application; with public comment prior to Board action. (approx. 10 minutes)
7. **For Possible Action:** Discussion to approve, approve with modifications or deny a request by Aaron Hampton, Stodick Estates HOA to install a nonconforming bench in the Stodick Estates detention pond; with public comment prior to Board action. (approx. 10 minutes)
8. **For Possible Action:** Discussion to approve, approve with modifications or deny a request by Aaron Hampton, Stodick Estates HOA, to install Dog i pots at the entrance to Stodick Estates detention pond; with public comment prior to Board action. (approx. 10 minutes)
9. **For Possible Action:** Discussion with the public to engage in the national conversation at the local level about issues of interest or concern to the Town of Gardnerville residents and/or businesses in recognition of National City Council Meeting to be held between May 3<sup>rd</sup> thru May 17<sup>th</sup>. The public is invited to submit issues they are concerned about or would like to have addressed by the town. The National City Council meeting is geared towards each community's interests; including but not limited to; sales tax loop hole, infrastructure, transportation, community resilience, bicycle and pedestrian safety, community involvement opportunities, education, jobs and the economy. Infrastructure improvements and current projects status will be presented by Tom Dallaire (approx. 45 minutes)
10. **For Possible Action:** Approve, approve with modifications or deny the Final Capital Improvement Plan for 2016-2021; with public comment prior to Board action. (approx. 5 minutes)
11. **For Possible Action:** Approve, approve with modifications or deny using the WAM service to provide an option to Gardnerville Health and Sanitation customers to have internet billing and provide the town customers the ability to be transferred to a 3<sup>rd</sup> party credit card processing vender with a cost to the Health and Sanitation fund of \$960 for the WAM module, and additional fees by the credit card processor resulting in \$15 per month for credit card processing, and \$99 a year for PCI compliance, all to be covered by the H&S fund; with public comment prior to Board action. (approx. 20 minutes)
12. **For Possible Action:** Approve, approve with modifications or deny proceeding with staff changing the credit card service provider currently being offered the town to Cayan for the 3<sup>rd</sup> party electronic transfer of money for the debit/credit card and automatic payment service for the Health and Sanitation (611) fund and begin charging a convenience fee, starting July 1, 2016, to be processed by the 3<sup>rd</sup> party vender for each transaction of 1.99% up to 3.34% + \$.019, depending on the type of credit card and a debit card fee of 0.28% + \$.25, charged in addition to the bill for the town service; with public comment prior to Board



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action. (approx. 5 minutes)

13. **For Possible Action:** Public hearing to adopt the Final Budget for Fiscal Year 2016-2017, with public comment prior to Board action. (approx. 45 minutes)
14. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for April 2016. (approx. 5 minutes)
15. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for April 2016. (approx. 15 minutes)
16. **For Possible Action:** Approve, approve with modifications or deny the new public records request policy on multiple media; with public comment prior to Board action. (approx. 5 minutes).
17. **For Possible Action:** Discussion on the annual performance evaluation of Town Manager, Thomas Dallaire, with public comment prior to Board action. (approx. 20 minutes).

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

**Adjourn**

Big Mama's Car Show - Lampe Park, May 7<sup>th</sup>  
Let's Sweep the Town Event, May 14<sup>th</sup>  
Thirsty third Thursday, May 20<sup>th</sup>

Next monthly meeting June 7, 2016