



## 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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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, 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)**

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.

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**

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

1. **For Possible Action:** Correspondence  
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities  
Accepted.

3. **For Possible Action:** Approve 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;  $1.66 \times 16/\text{acre} = 26.56$  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

(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?

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.

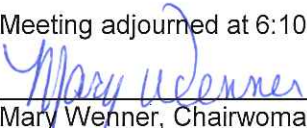
Mr. Miller asked if we contracted the curb and street weed spraying out to the county?

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 Cayon 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.

  
Mary Wenner, Chairwoman

  
Tom Dallaire, Town Manager