



GARDNERVILLE TOWN BOARD

October 6, 2009

4:30 p.m.

- **The meeting was called to order by Chairman Lindsay.**

PRESENT:

Paul A. Lindsay, Chairman	Steve Handelin, Town Counsel
Thomas J. Cook, Vice-Chairman	Jim Park, Town Manager
Michael W. Philips, Sr.	Tom Dallaire, Town Engineer
Jerry L. Smith	Jeff Summers, Maintenance Supervisor
Robin Bernhard	Carol Louthan, Administrative Assistant

- **Pledge of Allegiance was led by Vice-Chairman Cook**

- **Approval of the Agenda**

Mr. Park announced Item 8 has been continued at applicant's request until November. Item 9 has been continued at the applicant's request until November. Items 11 through 15 talk about staff reports for August of 2009. Those should be September of 2009. Note that for the record before approving the agenda.

Motion Smith/Philips to approve as noted.

No public comment.

Upon call for the vote, motion carried.

- **Approval of the September 1, 2009 Regular Meeting Minutes**

Motion Cook/Philips to approve the minutes from September 1, 2009.

No public comment.

Upon call for the vote, motion carried.

- **Approval of the September 10, 2009 Special Meeting Minutes (Flood Study Workshop)**

Motion Philips/Cook to approve the minutes of September 10, 2009.

No public comment.

Upon call for the vote, motion carried.

- **Public Comment on Any Item Not on Today's Agenda-No Board Action**

Linda Kleiner wanted to present the Board with a petition requesting studies of the social, economic, environmental and traffic impacts and conformity with the Virginia Specific Plan of the proposed Wal Mart Super Center for public review and comment prior to any project approval. There are 777 signatures thus far and they are continuing to gather.

Mr. Jim Slade gave numerous reasons why Wal Mart should not be approved. It is clear Wal Mart would violate the Master plan and Virginia Ranch Specific Plan. He would urge the Board to deny the project when it comes forward.

Ms. Jeanne Lamb asked if the letters went out to the community regarding the change in the flood plan. She was told there was going to be a meeting this month.

Mr. Dallaire received a fax on it today. He will be glad to get a copy for her after the meeting.

Mr. Philips asked if Boy Scout Daniel Gourlay had anything to say.

Mr. Daniel Gourlay replied “no.”

Mr. Park asked which merit badge he was working on

Mr. Daniel Gourlay responded the Citizenship in the Community.

No further public comment.

CONSENT CALENDAR

Consent items may be pulled at the request of Board Members wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed at beginning of the Administrative Agenda.

➤ **Motion to approve consent calendar.**

1. Correspondence

Read and noted

2. Health and Sanitation Department Monthly Report

Accepted

3. Approve September claims

Approved

4. Approve Amendment Number 1 to the professional services agreement with Manhard Consulting, Ltd., in the amount not to exceed \$74,500 to expand the scope of services on the restudy of the Pinenut Creek watershed. This work includes additional public meetings and an analysis of potential conveyances to route flows around the Chichester neighborhood.

Approved

5. Accept a project update report on the Pinenut study from Manhard Consulting, Ltd.

Accepted

6. Recommend approval of an Outdoor Festival License Application and approve a Town road closure request for the Parade of Lights to be held on December 5, 2009 as requested by the Carson Valley Chamber of Commerce and Visitors Authority

Recommend approval

7. Approve the expenditure of \$34,580 from the annual road maintenance budget for materials and a 2-month rental period of special equipment to repair transverse asphalt cracks in the Chichester neighborhood

Approved

Mr. Philips asked that Item 4 be pulled from the consent calendar.

Motion Cook/Philips to approve the consent calendar with the pulling of item 4 to be heard by the full Board.

No public comment.

Upon call for the vote, motion carried.

End of Consent Calendar

4. Approve Amendment Number 1 to the professional services agreement with Manhard Consulting, Ltd., in the amount not to exceed \$74,500 to expand the scope of services on the restudy of the Pinenut Creek watershed. This work includes additional public meetings and an analysis of potential conveyances to route flows around the Chichester neighborhood.

Mr. Park is bringing this forward to increase the scope of Manhard’s work. Denny Peters is in the audience. He is the lead on the project. If you have any questions he is here to answer them. Staff is recommending approval. It continues to be a large dollar item. It is the Board’s number one priority. As staff they feel this is a logical step to realize the completion of this project.

Mr. Cook asked if there was any update on the Carson River study that they will be doing on the upper end of the river from Gardnerville south. He saw that on the commissioner's meeting on TV.

Mr. Denny Peters is not sure exactly what he is talking about.

Mr. Park believed the subconservancy district is looking at remapping the whole river from Alpine all the way out to Lahonton. They wanted to start with the Carson River in Douglas County.

Mr. Peters doesn't believe their intention is to restudy with the detail they have studied. They are looking at a regional model. They are trying to develop a feel for how the East Fork, West Fork and the remainder of the Carson behave. He doesn't believe that is an agenda item for them for actual contract basis. We have had discussions about what that kind of scope might entail.

Mr. Park advised they are looking to expand Manhard's scope is primarily driven by the draft and preliminary in the Chichester Estates area. What can we do? There is an easement and right-of-way above Chichester adjacent to Muller Parkway. It was dedicated with the Ashland Park project. Can they get the conveyance through there and then have a discussion with the adjacent property owner, being Park Cattle, on some kind of long term fix using an expanded Park ditch that runs on the back side of Chichester so they can put Chichester in the lead and mitigate any potential 100 year effects.

Mrs. Lamb asked what other areas this company has surveyed and determined about the water shed.

Mr. Park asked if she was referring to the Pine Nut area. It is about 54 miles square miles of work upstream that drain into that drainage into town.

Mrs. Lamb asked what else this company has done locally.

Mr. Peters stated most recently they have helped Douglas County with an appeal of their preliminary flood insurance study. It is ongoing. That particular project the firm that came in and provided the services didn't go through the public process like they did. They are trying to help the County appeal that process. They have done a regional hydrologic study for the City of Carson City. They have done a similar study with the Truckee River. There are numerous projects with both public and private.

Mr. Park needs a motion to approve.

Motion Smith/Cook to approve Amendment 1 as noted.

No public comment.

Upon call for the vote, motion carried.

ADMINISTRATIVE AGENDA

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

- 8. Discussion and possible action to approve, deny, continue, or approve with modifications Development Application (DA) 09-056, a Design Review for an approximately 152,495 square foot retail store in the GC (General Commercial)/PD zoning district in the Town of Gardnerville located within the Virginia Ranch Specific Plan at 1161 Highway 395, APNs 1220-10-110-007; 1220-03-000-038; 1220-10-510-002; and 1220-10-510-006 submitted by Pentacor Engineering LLC. (Approx 1 hour). *Continued from the September 1, 2009 meeting*
(Item continued to November)**
- 9. Discussion and possible action to approve, deny, continue, or approve with modifications Development Application (DA) 09-002, a request to re-establish and modify the phasing plan for Planned Development PD 06-006, that included developing 8.49 acres into 73 parcels with 72 units, in an SFR-12,000, SFR-1 with MFR Planned Development Overlay, located at 1331 Stodick Lane, APN 1220-03-202-001 (Stone Creek**

**neighborhood), Stone Creek LLC applicant.
(Item continued to November)**

10. Discussion and possible action to approve a staff recommendation for installation of two additional stop signs at the intersection of Harvest and Chichester making the intersection a four-way stop, and authorize staff to request approval of the installation from the Douglas County Board of Commissioners

Mr. Dallaire advised in Board packets they added a couple of vicinity maps and proposed stop sign locations. If there are any questions, he can answer. Jeanne Lamb brought this to the Board in August. They have analyzed it. Engineering study-wise they can't justify it. The traffic is still traveling way too fast. 85 % is traveling 25 mph or faster. There are five percent of the people doing the speed limit. His recommendation was that they try and get the police to enforce the speed limit. The owner of the parcel on the northeast corner cut down the brush that was overgrown. Visibility is great until they park their SUV out in front. Once that is out in front you can't see past it. That's where the safety issue comes in.

Mr. Cook believed there have been numerous discussions before. He felt they should ask for the stop signs.

Mr. Park will ask the sheriff to put the radar trailer back out.

Mr. Dallaire added there is a lot of pedestrian traffic as well.

Mr. Bernhard asked if there would be an opening for everyone to ask for stop signs.

Mr. Dallaire felt when Ashland Park gets developed it will be needed.

Mr. Park thought the only other option would be to ask the owner not to park in front of their house. They are slowly working into a traffic study for the entire town.

Public comment.

Mrs. Lamb lives on Cardiff. It's not just in front of the person's house. If he parks in his driveway you cannot see. Please consider putting it in.

No further public comment.

Mr. Bernhard said if this is able to be put through can they put the crosswalk lines on that intersection?

Mr. Park will look at it and if they want it done staff will do it. They try to reserve that for the safe route for schools program. It is a maintenance issue. If this is approved tonight, it will go on the County's agenda. As soon as they have approval from them, Jeff will schedule the work to be done. They will get it to the County Manager's office.

Mr. Smith doesn't want to get into the stop sign business and having everyone wanting a stop sign.

Chairman Lindsay pointed out the most important aspect is that these will be collector roads.

Motion Philips/Cook to pass this on to the County Commission for approval or disapproval. Motion carried.

11. Discussion and possible action on the Town Attorney's Monthly Report of activities for August 2009

Mr. Handelin was working out some details for the Deery equipment lease. Worked with Carol to finalize an FDIC claim for Colonial Bank for some engineering fees and trash removal. Worked on the revolving loan fund guidelines for Main Street Gardnerville.

No public comment.

12. Discussion and possible action on the Town Engineer's Monthly Report of activities for August 2009

Mr. Dallaire reported the banners are flying. Had a little bit of an issue with the first wind storm, but seems to be working now. Worked on Stone Creek, reviewing the project that didn't come through tonight, and working on the Chichester crack sealing. Started working on the Cemetery Lane improvements for the sidewalk. They will have several plan options for you next month. Working on Micropaver to get a handle on that. Did a lot of various things throughout the month.

Chairman Lindsay asked about the banner pole?

Mr. Dallaire advised last week they didn't have a banner up. The Oktoberfest banner came down and the Main Street banner has more wind holes in it. He is hoping that will take care of the problem. They tightened up the poles a little more.

No public comment.

13. Discussion and possible action on the Town Maintenance Supervisor's Monthly Report of activities for August 2009

Mr. Summers reported last month was very busy. They did all the pruning ahead of time and quite a bit of work with the banner poles. They are now getting started with the crack sealing. It's been two days and they have almost doubled their output. It's a learning experience with the new machine. He felt it would go quickly.

No public comment.

14. Discussion and possible action on the Main Street Program Manager's Monthly Report of activities for August 2009

Margaret Pross reported for Paula Lochridge. The volunteer hours have accumulated to 1,562 hours. The wine walk brought in \$11,547. That represents about 30 percent cost and 60 percent profit. September's wine walk had 421 wine walkers but probably 500 people walking. Business surveys will be distributed through October 9. It will include the Merry Main Street information. September 19th ROTC came and helped remove the flower baskets and did some cleanup. The revolving loan fund will kick off the second week in October. The economic restructuring committee is having a realtor meeting on November 5th. They are now sending the E Blast to over 400 people. They have been getting positive feedback. One of the Board members had some people come in from out of town and said how clean and beautiful Gardnerville is. They are really making some headway. Paula has done two interviews: one with Northern Nevada Lifestyles and Let's Talk Douglas County. She's meeting with Karen Craig who is economic development consultant for Douglas County. They are going on a tour of the Main Street district. Lastly she wanted to thank the Board. Everybody has been so helpful. They couldn't do it without Jim Steve, the Board members, Carol and Marie. They really appreciate it.

No public comment.

15. Discussion and possible action on the Town Manager's Monthly Report of activities for August 2009

Mr. Park gave the Board a written report. He would like to thank Main Street. They are doing a fantastic job. Jeff's crews are going dynamite in Chichester and on the solid waste side. Appreciate Tom's hard work. Tom is working closely with Carol finalizing the water rights. They will bring back an implementation program. That will be happening shortly. Staff will be having a talk with the Board in December when they get ready for mid-year budget augmentation. Attended an interesting conference at UNR. They did a nice session on the rims 2 model, which is the Regional Input/Output Modeling System. It is probably a tool he would like to implement here. It is geared toward one time economic impacts on a local or regional economy. There is a draft of the community

assessment. Been working on getting ready for the augmentation. Carol has a great team in the office. Things are going smooth.

Mr. Bernhard asked if there are nonprofits or people lining up to put banners over Main Street.

Mr. Park stated Carol is the contact on that. She is working closely with the Department of Transportation. A permit comes here, is approved and then needs to be approved by NDOT as well. She has been getting some more inquiries. There are some potential groups coming forward.

Ms. Louthan added the Carson Valley Medical Center banner will be going up on the 15th and there have been a few calls from people wanting to find out more information. Sertoma has already reserved a banner for next April for their chili cook-off.

Mr. Park and staff are working on a pulley system that would make it easier to put up and take down the banners so they wouldn't have to do traffic control.

No public comment.

16. Discussion and possible action to ratify setting a joint meeting date with the Board of County Commissioners as October 20, 2009 starting at 7:00 p.m. at the Town offices

Mr. Park stated the County Commission took action setting 7:00 p.m. He will meet with T. Michael Brown to look at finalizing the agenda. It is from 7 to 8 or longer. Some of the comments or areas of discussion include roads, road maintenance funding, parking districts, parking strategies, economic development, sphere of influence and the future of Gardnerville. What is the next step? Where will we be in 20 or 30 years down the road? Another big area is floods, flood drainage, drainage funding, regional flood solutions. Is there anything else?

Mr. Handelin advised these are conceptual in nature. Typically when there are joint board meetings there isn't any action or goals set. So it will be more of a discussion.

Mr. Smith asked about the sandwich boards? Has anything ever been decided on that?

Mr. Park shared the County Commission changed the Code to allow the sandwich boards the way they are now in response to the economic turndown. They are still waiting for grindings on the Muller Parkway extension. There are some street lights on County funded and maintained roads that the Town is paying for. Those need to come off our inventory. Talked in the past about potentially looking at the front half of NRS 269 to allow governing bodies to adopt ordinances. He has provided a copy of the ordinance. City of Reno has something that applies to large retail establishments. You may want to take a look at that as a governing body. To sum it all up, they have roads, road maintenance, parking, flood and drainage and economic development, the sphere of influence and where they will be 30 years down the road. Does that hit the main things?

Mr. Bernhard asked about NRS 269.

Mr. Park stated the Board was created under the back half of NRS 269. He reviewed some of the background and options. It would still not allow you to do planning and zoning. Those are always relegated to a county commission or a city council. You need to be a county or an incorporated city to deal with the final authority on planning and zoning issues. Things have changed a little. The three towns were formed under the back half of 269.500 in 1979. The Towns at the time really weren't very well organized and didn't have boards that would set policy the way they are today. So things have changed. The Board has a wonderful track record of 15 years of progressive, responsible budgeting and everywhere you look is a testament to the Town is organized and the Board has direction and vision. There might be an appetite at the County Commission to look at adjusting and allowing you to do more.

No public comment.

Motion Cook/Smith to ratify having the joint meeting on October 20. Motion carried.

Mr. Cook asked if they could go back to the Town Manager's report. Next week is the Nevada League of Cities Conference. Anything that has to be done he would like to have that in his hands by Monday. He will be leaving Wednesday morning early.

Mr. Park will not be attending the conference this year. He reviewed an item from the legislative report. The rumbling at the staff level is that more than likely coming at the next special session, which should happen this fall/Winter, we are apt to continue to lose funding to be diverted to the state. He expects rural counties will lose the ad valorem capital projects nickel. Expecting to see another hit to the tax rate to either be outright taken and moved to the state and/or revenues we are currently projected to have to be diverted to the state to alleviate some of their ongoing conditions. State is looking to potentially move toward another work furlough day. State workers are being subjected to a 10 percent pay and compensation cut. From a resident standpoint it will take another 10 or 15 years to get back to where they were before the recession. The taxable sales continue to dive. Staff is taking it slow and keeping their fingers crossed. They are whole this year, but the pressure is on.

Motion Smith/Philips to adjourn at 5:43 p.m.

Respectfully Submitted,

Paul A. Lindsay
Chairman

Jim Park
Clerk to the Board