

**Genoa Town Advisory Board
Regular Meeting Minutes of July 1, 2008**

MEMBERS PRESENT

Chairperson Kitty DeSocio, Member Brian Williams, Member Dave Whitgob and Clerk Greg Pace.

Member Bill Donohoe was absent.

Also present was Town Manager, Sheryl Gonzales.

CALL TO ORDER

Chairperson DeSocio called the meeting to order at 7:04 P.M. at the meeting room at 2289 Main St., Genoa, NV.

PLEDGE TO ALLEGIANCE

The Pledge of Allegiance was led by Clerk Greg Pace.

APPROVAL OF AGENDA

Action Item

Clerk Pace moved to approve the Agenda. Motion seconded by Member Whitgob. Motion passed unanimously.

APPROVAL OF MINUTES

Action Item

Member Williams moved to approve the Minutes of May 6, 2008 and June 3, 2008. Motion seconded by Member Whitgob. Motion passed unanimously.

PUBLIC COMMENTS

1. Resident Sue Knight stated she is very disappointed in the Genoa Town Advisory Board. As elected and appointed officials to represent the town and business, she feels it is the responsibility of the Board members to attend community events. Board members have not attended the last two Town events, the Chamber of Commerce mixer and the June 22nd Town Concert. She thanked the people who worked very hard on this event. Ms. Knight further stated she sees no point in proceeding with the Strategic Plan unless the Town Board decides that they are going to represent the residents and businesses, as elected, by attending community events. She feels it is a responsibility, not a choice.

2. Resident Bill Brooks spoke about Candidates Night which is in three weeks. He said this is a great opportunity for town residents to meet with County officials. Mr. Brooks passed out copies of photos of property recently acquired by the County. There are two structures located on Genoa Lane which may be of interest to the Board and the Town. If the Board is interested, maybe we can meet with County officials in November to determine if there would be a benefit in acquiring those structures. These

buildings could be used for storage as the town office storage is at capacity. This could include historical records kept at the home of Billie Rightmire.

3. Resident Lynn Bowersock thanked Sheryl Gonzales for having the gazebo refurbished and the town for providing the resources for the repairs.
4. Resident Bill Bowersock said the GGBA is going to have a “thank you” picnic for the volunteers who worked on the platform in the park on Saturday, July 19th at 6:00 PM in the Town Park. They appreciate the Board backing the GGBA and invited the Board to attend.

ANNOUNCEMENTS AND CORRESPONDENCE:

1. Sheryl Gonzales gave her Town Manager report:

- Maintenance Project.
 - a. Electrical work was completed on the snow conveyance system. The final step is an asphalt strip that needs to be completed;
 - b. Tree stumps were removed from Church planters and new plants were planted;
 - c. Refurbishing of the gazebo was completed.
- Road Maintenance Project

We are addressing concerns of residents and will be meeting with Mark Gonzales, Town Engineer, to resolve the dust issue. Mr. Gonzales has been keeping us apprised of his research and at our meeting we plan to review his analysis and to finalize what the next best steps would be to resolve this issue.
- Candy Dance plans are proceeding nicely and in a timely fashion.
 - The volunteer group has met twice and is on schedule. The dinner/dance chairs are Randy and Betsy Falcke and they have already identified a band. The dinner will start at 5:00 P.M. We have lots of calls from people wanting to buy dinner tickets.
 - We had our first Operations Committee meeting. This committee is primarily comprised of public safety organizations such as Nevada Highway Patrol, Douglas County Sheriff, East Fork Fire, Douglas County Communications and Dispatch, Genoa Fire, Douglas County Mounted Sheriff’s Posse. Others include the parking management groups – Gardnerville Elementary PTSO, Silver Knights Motorcycle Club and the Sheriff’s Posse. Tom Peters is the trash/sanitation master this year and serves on this committee, along with Dan Pendleton as the parking and transportation volunteer.
 - Marian Vassar, Billie Rightmire, Bonnie Rogers, and Sheryl Gonzales were taped last Thursday as a part of the “Let’s Talk Douglas County” program which airs on Channel 16 in the Valley and Channel 19 at the lake. The topic was the history of the Candy Dance and candy making of yesterday and today. It was a really nice program. It will air over the

next two weeks on those two channels. It was filmed on the porch of the “Pink House”.

- Candy Dance was recently featured in Nevada Magazine and VIA Magazine. VIA will feature Candy Dance again next month. We are getting a lot of local and widespread publicity.
- To date we have received 202 paid contracts for Arts & Crafts out of 296 applications. We continue to receive applications on a daily basis. We have 27 food booth applications and we anticipate reaching our maximum of 30. We have received 12 food contracts.
- The June concert was a big hit with approximately 250 people attending. It was a great evening and the band played for an extra hour. The next concert is July 20th – the band is “All Hat, No Cattle”. Thanks to the volunteers, especially Bill Bowersock and Keith Corban for putting up the shades purchased by Sue Knight to protect the bands from the sun.
- The July 4th Barbeque is coming up on Friday. We have a lot of calls for tickets. The banner is up over Nixon Street at Main.
- We are receiving many calls regarding Pops in the Park which begins at 1 PM with several community groups. The Reno Philharmonic concert begins at 4:15. John Tyson will be there. Dave Whitgob will serve as Master of Ceremonies. This is the 25th Anniversary for Pops in the Park.
- We have 25 residents signed up for the Community Garage Sale on July 12th. Chad Coons of Gillmor Coons Realty is over-seeing the event.
- As previously stated, the GGBA is having a picnic on July 29th to dedicate the platform in the park and to thank all of the contributors and volunteers.

Member Whitgob asked how the number of Candy Dance booths to date compares to previous years. Ms. Gonzales said there is no documentation to tell us where we were at this time last year, documentation is now being kept for future years. She said it looks good and thinks we will reach our goal.

CONSENT CALENDAR

Clerk Pace moved to approve the Consent Calendar. Motion seconded by Member Whitgob. Motion passed unanimously.

2. Approve the Comptroller’s Report/Budget Performance Report for June 2008.
3. Approve the Nevada Barricade Sign Company, Inc., proposal to provide two message signs and four detour/traffic signs for the 2008 Candy Dance to not exceed \$1,470.00.
4. Approve the proposal from Mom & Pop’s Diner to provide food services for the 2008 Candy Dance Dinner Dance to not exceed \$13.00 per person including gratuity.

5. Approve an agreement between Randy Falcke and the Town of Genoa for the use of the Orchard House for the September 27, 2008 Candy Dance Dinner Dance for an amount not to exceed \$1,000.
6. Approve the Record-Courier proposal to develop, print and distribute 36,000 of the 2008 Candy Dance tabloids at no cost to the Town of Genoa.
7. Approve the agreement between the Town of Genoa and the Douglas Lodge #12 F.A. Masons to provide space on the Mason's property for food booths for the 2008 Candy Dance.
8. Approve the State of Nevada Department of Public Safety, Highway Patrol Division Services Contract, which provides the Town of Genoa with traffic control services for the 2008 Annual Candy Dance Event at a cost not to exceed \$3,108.48.
9. Approve a request by the Destination Genoa Wedding Committee to co-sponsor two wedding open houses, Sunday, October 12, 2008, and Saturday, February 28, 2009 and provide the Town Hall for these events at no cost to the Destination Genoa Wedding Committee.

ADMINISTRATIVE AGENDA

10. Report from Genoa Town Historian, Billie Rightmire, on 2007 Genoa activities.

Billie Rightmire, Town Historian, stated that she would like to remain in the position. Ms. Rightmire gave a presentation of what she does under this responsibility. This includes keeping scrapbooks, archival photographs, maintaining posters and newspapers in archival boxes, putting the minutes into archival condition, and storing Candy Dance memorabilia.

Ms. Rightmire said if the Town could obtain the building on Genoa Lane near the Carson River it could be used for storage of historical items and as a workplace for her to complete projects. These items are currently stored at her home.

Ms. Rightmire has been doing this over 30 years.

Member Whitgob and attendees of the meeting thanked Ms. Rightmire for her years of service.

11. Training presentation by Douglas County Principal Planner, Harmon Zuckerman, regarding the Town's responsibilities in land use planning and development review.

Harmon Zuckerman, Douglas County Principal Planner, said he was asked to speak to the Town Board by Sheryl Gonzales, Town Manager, to review the Board's responsibilities in reviewing land use applications.

Mr. Zuckerman reviewed the County Code, Review by an Advisory Body. The most common items the Board will review would be Design Reviews and Special Use Permits.

Mr. Zuckerman explained Special Use Permits. The Code lays out what the findings are that need to be made in the affirmative in order to approve a project.

A Design Review looks at the proposed project where a Special Use Permit looks at what the use is. It is up to the Board to look at the required findings and decide whether or not the Board feels the application meets those findings.

Member Whitgob asked if any decision the Board would make should be tied to something that is verifiable. Mr. Zuckerman stated that is correct.

Discussion was held regarding potential developments adjacent to the Town boundaries and whether or not the Town Board would have input.

Resident Bill Brooks talked about the unique parking situation in the Town. The situation is unique because of the side streets where the parking would be available but parking is not available to potential developed property on or abutting Main Street. Mr. Zuckerman answered that street parking can be counted and this is where the Town Board's recommendation comes in to play. Because there are unique circumstances, there are provisions for revisions to the Master Plan and for variances.

Mr. Brooks asked about the old lots on the Hawkins map. Mr. Zuckerman discussed how the County responds when questions come up about these old lots. Mr. Brooks is hoping the County will amend the Code to accommodate some of the unique characteristics of Genoa.

Mr. Brooks asked about the new zoning district, Single Family Residential Traditional, which was put in place last year by the County. It included Gardnerville, Minden, and others, but not Genoa. Mr. Zuckerman explained the new Code takes into account the fact that these towns were built before the zoning code. This probably applies to Genoa as well. The Master Plan recommended the creation of this new zoning district that allows for the traditional type of development patterns to take place without a variance, and it would require a traditional style of building. Genoa did not get put into that list of the four urbanized areas that were eligible for this zoning district. Genoa is not on the County's list of urban service area. He suggested that someone from the Town could go to the Commission meeting and request that Genoa be added to the list. At this time, residents in Genoa have to apply for a variance as Genoa does not fall under the new zoning district.

12. Discussion and possible action regarding Resolution No. 2008R-001 thanking David Semas and Gilles LaGourgue for their support of Candy Dance through a generous donation of three vehicles for use during the 2008 Candy Dance event.

Sheryl Gonzales said last year David Semas donated three vehicles to Candy Dance saving in transportation costs. Mr. Semas, through the encouragement of Gilles LaGourgue, has offered to provide this transportation again. Attached is a resolution thanking each of them for their support of the Town and Candy Dance.

Clerk Pace moved to adopt this resolution. Motion seconded by Member Williams. Motion passed unanimously.

13. Discussion and possible action regarding Resolution No. 2008R-002 authorizing payment of \$2,000 to the Sierra Philharmonic League for financial assistance to be utilized for the 2008 July 4th Pops in the Park.

Sheryl Gonzales stated this resolution is to authorize payment of an item budgeted through the 2008-09 budgeting process. The Sierra Philharmonic League requested a grant for \$2,500 and \$2,000 was approved. Grants have been given to the Sierra Philharmonic for the last 8 years relating to the July 4th Pops in the Park event.

Clerk Pace moved to approve this resolution. Motion seconded by Chairperson DeSocio. Motion passed unanimously.

14. Discussion and possible action regarding Resolution No. 2008R-003 authorizing payment of \$500 to the Douglas County Historical Society which will be utilized for a ramp for the Genoa Courthouse Museum.

Sheryl Gonzales stated this resolution is to authorize payment of an item budgeted through the 2008-09 budgeting process as the result of a grant request by the Historical Society. The grant of \$500 was approved.

Member Williams moved to approve this resolution. Motion seconded by Whitgob. Motion passed unanimously.

15. Discussion and possible action to approve the Town's Strategic Plan.

Sheryl Gonzales said Member Williams revised some of the language in the plan as requested by the Town Board at their regular June 2, 2008 meeting. The revisions are highlighted and are on page 1 and page 3. There is one spelling correction to be done.

Clerk Pace moved to adopt the Strategic Plan as revised. Motion seconded by Member Whitgob. Motion passed unanimously.

16. Discussion and possible action to approve the purchase of Event Cancellation Insurance for the 88th Annual Candy Dance.

The purpose of this insurance would be in the event of a major incident that would prohibit the implementation of Candy Dance, such as fire or earthquake, the Town would still be able to generate its revenues and cover expenses.

Ms. Gonzales recommended the Board approve this insurance.

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Member Whitgob moved that the Town underwrite the event with this policy provided there is an articulated, formula driven description as to how the insurance company would reimburse the Town. Motion seconded by Clerk Pace. Motion passed unanimously.

ADJOURNMENT

Chairperson DeSocio moved to adjourn the meeting at 7:40 P.M.. Motion seconded by Clerk Pace. Motion passed unanimously.

Respectfully submitted
Kris Wilkison