

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
June 7, 2017

The Genoa Town Advisory Board held a public meeting on June 7, 2017 beginning at 6:30pm at the Genoa Town Meeting Room, at 2289 Main St., Genoa, Nevada.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE TO THE FLAG

The meeting was called to order by Chairman Timothy DeTurk. Present were Board Members Greg Pace, Pat Eckman, Steve Shively and Vice-Chair Linda Birdwell. Also present was Town Manager, Philip Ritger and staff.

Members of the public were asked to sign in, and the sign in sheet is attached to the original minutes as Exhibit A.

Pledge of Allegiance was led by Chairman DeTurk.

PUBLIC COMMENT

Sue Knight comments she would like to get in touch with the Genoa Historic Board, if it is still in effect, in regards to changes in Genoa such as business flags and photo board cutouts. Mr. Ritger responds the Historic Board is still in effect, they report to the County, not directly to the Town.

APPROVAL OF AGENDA

Member Shively moves to approve the agenda, motion seconded by Vice-Chair Birdwell and passed unanimously.

APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes for the May 3, 2017 meeting were approved. Motion by Member Shively, seconded by Vice-Chair Birdwell; passed unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE

Town Manager, Philip Ritger gives verbal report on:

- street lights in town being converted to LED
- update on snowmelt flooding via National Weather Service
- 2017 Pony Express re-ride
- summer Concert on the Green series continues on July 9th
- 2017 Genoa Americana 4th of July Celebration
- Cowboy Festival volunteer appreciation dinner will be held July 9th before concert in park
- low hanging branches on trees in town, currently obtaining bids to have trimmed
- road construction on Jacks Valley Road

CONSENT CALENDAR FOR POSSIBLE ACTION

Vice-Chair Birdwell moved to approve consent calendar, motion seconded by Member Pace and passed unanimously.

ADMINISTRATIVE AGENDA

Agenda item no. 5:

Discussion to approve the Town of Genoa's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$5,721.59 for fiscal year 2017-2018 premium.

Warren Reed Insurance is the authorized agent for the Town of Genoa's general liability policy with the Nevada Public Agency Insurance Pool (POOL). Our standard insurance policy is up for renewal on 07/01/2017; at the start of each new fiscal year. Policy renewal for 2017/18 is \$5,347.28 plus agent compensation of \$374.31; this represents a 3.4% reduction from the budgeted expense for next fiscal year.

Douglas County has undertaken an effort over the past year to obtain alternative property and casualty carriers for both the County and the three towns. With regards to the Town of Genoa there were two carriers willing to review the submission, Travelers and One Beacon. Unfortunately, One Beacon's minimum premium would have been \$10,000 compared to your expiring premium of \$5,487. Travelers' minimum premium starts at \$5,000 but they indicated their premium would be even higher including professional coverage (errors & omissions, employment practices liability) that you currently have with NPAIP.

Staff recommends approving this proposal from the POOL for FY17/18.

Vice-Chair Birdwell comments that she would be interested in seeing a Severity chart for specifically Genoa and/or Douglas County only.

Member Shively moves to approve the Town of Genoa's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL). Motion seconded by Member Pace and passed unanimously.

Agenda item no. 6:

Discussion to provide comments on the proposed Land Use Element of the 2016 Douglas County Master Plan Update and discuss the review process for the Master Plan update.

Documents attached to Board packets for purpose of discussion and comments are: Genoa Community Plan Land Use Element; Genoa Community Plan Proposed Master Plan Map Amendment; Comment Sheet. These items are the subject of a Douglas County Planning Commission workshop in early June. The County plan is to have the Towns review the requests and provide input in the June and early July timeframe. With this input County staff will formulate final recommendations and findings for the Planning Commission hearings on July 18th and 19th. The intent at this meeting is to introduce the topics and solicit preliminary comments. These items will be brought back for final comment at the July 5th board meeting.

Chairman DeTurk comments that members of the Board nor the Town Manager were aware that more discussion regarding Genoa at the Douglas County Planning Commission meeting on June 6th, would be carried over into June 7th. Therefore, none of them were present to represent Genoa at that meeting.

Town Manager, Mr. Ritger states that he plans on notifying the County Manager as well as the Head of the Planning Commission to let them know he does not think the meeting was properly noticed.

Genoa resident Bill Brooks was in attendance at the Planning Commission meeting; floor given to Mr. Brooks to provide more information about what was discussed at the meeting. Mr. Brooks gives the Board members copies of the Power Point presentation from Candace Stoll, the contractor for the Master Plan Update. He discusses the presentation and informs the Board of discussions that took place in the meeting regarding Land Use, as well as discussion about Giovacchini (Ranch No. 1 and Trimmer Peak Ltd) lots in regards to the Master Plan Update.

Town Manager, Mr. Ritger further explains the rezoning request from Ranch No. 1 and answers questions from the Board and members of the public.

Town Manager, Mr. Ritger advises the Board and even members of the public to provide input and to review and revise this update as there are things in there that do not pertain to Land Use and have no reason to be included in the document. He will consolidate all comments and changes at the end of the month to present at July meeting.

Member Shively moves to form a committee to get together and revise the Master Plan Update to present in July. Motion seconded by Vice-Chair Birdwell and passed unanimously.

Committee formed of Philip Ritger, Steve Shively, Pat Eckman and Bill Brooks.

Member Shively moves to approve proposed committee members. Motion seconded by Vice-Chair Birdwell and passed unanimously.

Agenda item no. 7:

Discussion to approve a lease agreement with High Sierra Business Systems for a Canon Multi-Function Printer (MFP) office machine for \$105.00 per month for 60 months.

The Town's current 60 month office machine lease with Sierra Office Solutions for a Xerox WorkCentre 5325 expires in June 2017. Staff solicited competitive proposals for a replacement machine from Sierra Office Solutions, Ray Morgan Company (Douglas County's preferred vendor), and High Sierra Business Systems. Attached is a summary of the competitive bids. This new lease will result in a cost reduction of \$1900 over the term of the lease when compared to our current lease.

Under public comment, Sue Knight asks if maintenance for the machine is included in the monthly price. Mr. Ritger confirms that maintenance is included, as well as supplies such as ink and toner.

Member Pace moves to approve lease agreement with High Sierra Business Systems for Canon Multi-Function Printer. Motion seconded by Member Eckman and passed unanimously.

Agenda item no. 8:

Discussion to approve a landscape maintenance proposal from Desert Star Landscaping for weekly maintenance of the Town Park and Church lawn.

Town Manager Mr. Ritger advises Board to table this agenda item due to expecting some competitive bids.

Chairman DeTurk moves to table this agenda item until the July meeting. Motion seconded by Member Shively and passed unanimously.

Agenda item no. 9:

Discussion to approve Resolution No. 2017R-034 to augment the Town of Genoa budget for fiscal year 2016-2017.

Town Manager Mr. Ritger informs the Board that there is no augment required for this budget cycle.

No action required.

Agenda item no. 10:

Final report on the 2017 Genoa Cowboy Festival and discussion on objectives and future of this town event.

Town Manager, Mr. Ritger gives background information about the history of the Cowboy Festival, stating that the event is not achieving its intended goal of improving the financial security of the Town. With Staffing the way it is, this event has the potential to take away from the Candy Dance because of the amount of time spent on it. Although a very fun event, it has failed to meet the objective of being beneficial to Genoa and the wider community. With the amount of effort and staff hours going into it, it no longer makes any financial sense to continue with this program; therefore it is recommended that the Board cancel this event going forward.

Under public comment, Mr. Ritger reads a letter sent it by Dan Aynesworth.

Under public comment, Dave Whitgob gives more insight to the history of the Cowboy Festival and its intent for the Town when it first began. He points out certain downfalls where the event suffers, including sponsorships. While it is an event he holds close to heart, from a business stand point, he understands the need to discontinue the event.

Under public comment, June DeTurk, chair of the sponsorship committee for the Genoa Cowboy Festival, states that sponsorships became difficult to obtain due to reaching out to recurring sponsors who already sponsor other events in Town.

Vice-Chair Birdwell comments that when you factor in the expenses of the event, plus the staff hours spent on it, the event has lost money for the past four years. Although the volunteers for this event are great and helpful, the paid staff hours that go into it does not make financial sense.

Under public comment, Bill Brooks comments that he supports any activity that makes a significant net profit for this Town, however this event does not do that and it's taking up too much staff time. The Candy Dance is what has been paying the bills for nearly 100 years. As an alternative, perhaps a non-profit organization can take over this event.

Members Shively and Eckman agree that the event has been well received and promotes the Town and the local businesses, however financially it makes sense to have it removed from the books.

Chairman DeTurk comments that weather is also a factor in the event's success each year. From a business point of view, it is wise to get out of a bad business if it's not proven successful. However, due to the popularity of the event and it being so well received, he would like to form a committee who could review the financial restructure for the event to try and make it work. He would like to allow 60 days for this committee to construct a plan before voting to have the event discontinued tonight.

Vice-Chair Birdwell moved to remove the Genoa Cowboy Festival as a Town of Genoa event from future years. Motion seconded by Member Shively. Motion passed with 4 Ayes and 1 Nay; Chairman DeTurk opposed.

NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS

Member Shively mentions an earthquake that took place the day before and wants to remind everyone of the importance of being prepared should a disaster occur. The National Sherriff's association is meeting in Reno at the end of June.

Chairman DeTurk gives information about upcoming Carson Valleys Days weekend and the activities taking place.

PUBLIC COMMENT

Under public comment, Elaine Shively recommends to consider adding the agenda's for public meetings to the constant contact blast so it can reach more people. Summer edition of the Genoa Connection Newsletter should be in mailboxes by the weekend.

Under public comment, June DeTurk gives updates that the Genoa Directories are now ready and available at post office and Town Office.

Under public comment, Sue Knight comments the Town Board adopted a resolution to comply with the International Dark Sky Association years ago and would like for the Board to refresh that resolution to preserve the dark skies.

ADJOURNMENT

Vice-Chair Birdwell moves to adjourn the meeting at 9:10pm, motion seconded by Member Eckman and passed unanimously.

Minutes prepared by:

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