

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
July 5, 2017

The Genoa Town Advisory Board held a public meeting on July 5, 2017 beginning at 6:32pm 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 Pat Eckman, Steve Shively and Vice-Chair Linda Birdwell. Member Greg Pace was absent. 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 Vice-Chair Linda Birdwell.

PUBLIC COMMENT

Under public comment, Debrin Smedley, artist for the Lillian Virgin Finnegan statue project, comments, they had a booth at the 4th of July celebration in Town that generated a lot of interest. She gives update on the statue project, such as budget and funding. Also comments there was a lot of questions about site location which is still to be determined. Elaine Shively adds that if the committee meets the fundraising goal for the Statue project, they could continue to collect additional funds beyond that to contribute to site maintenance.

Under public comment, Jim Slade makes some comments on Genoa and Douglas County; and various things from the previous Master Plan, where certain goals have not been met, including growth management. He also comments on how unfortunate it is that all the Town's in Douglas County held their board meetings on the same night to discuss Master Plan Update.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes for the June 7, 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:

- Concert on the Green; July 9th at 5pm in the Genoa Park
- Genoa Cowboy Volunteer Appreciation picnic – July 9th in Genoa Park at 4pm
- VIP tickets to Aviation Roundup available at Minden-Tahoe Airport

- Thank you to past and present Board Members for volunteering their time to be on the board; Town of Minden & Gardnerville's Board Members are compensated
- Celebration of Life for Christine Adamson is July 6th at 6:30pm in Genoa Park

CONSENT CALENDAR FOR POSSIBLE ACTION

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

ADMINISTRATIVE AGENDA

Agenda item no. 6:

Discussion to review and provide comments on the proposed Master Plan Map amendment (DA 17-028) in the Genoa Community Plan and Sierra Region Plan from Agriculture (1 parcel) and Forest and Range (3 parcels) to Receiving Area for Ranch No.1 Ltd and Trimmer Peak Ltd Partnership (APNs 1319-15-000-001, 1319-15-000-006, 1319-00-001-012, 1319-15-000-040).

There are four (4) proposed amendments in the Genoa Community Plan. Ranch No. 1 and Trimmer Peak Ltd. are proposing to change the land use on three parcels adjacent to Foothill Rd. from Forest and Range to Receiving Area. Ranch No. 1 is also proposing to change the land use on a five acre non-restricted portion of a conservation easement parcel located at 231 Genoa Lane from Irrigated Agriculture to Receiving Area. No change in zoning is requested for any of these parcels. The Planning Commission will hold a public hearing on this Master Plan Map amendment on Tuesday, July 18th. The Planning Commission will only take action on proposed Master Plan land use changes. Any associated zoning amendment applications will be reviewed at a later date.

J.B. Lekumberry, amendment applicant, was present at the meeting and further explained the amendment and some possible intentions for use of the properties in the future.

Further explanation from Candace Stowell, contractor for Master Plan update, regarding what a receiving area is, as well as its purpose and uses. She advises the Board to first decide if the location would work as a receiving area and provide feedback to be presented at the Planning Commission meeting on July 18, 2017.

Vice-Chair Birdwell comments that any future development that takes place on the property will be brought back to the Board, and at that time they would have another chance for feedback and input, therefore she is not opposed to allowing the receiving area.

Member Shively comments that he is conflicted because he is not opposed to the receiving area; however he is against the amount of acreage involved. It makes more sense to have done a smaller amount of acres for this request.

Member Eckman comments that most of the property in question is not buildable due to steep slope; Genoa could use more commercial land and parking space and could certainly use the extra tax revenue. She trusts the Lekumberry family to protect the quality of life in Genoa, therefore, not opposed.

Chairman DeTurk believes property owners have the right to do what they want with their land, he agrees with the Board's comments and would be favorable of an annexation so the Town would have more input and benefit from any future development of the property.

Several members of the public expressed their concerns for residential growth in Genoa and preserving the Town's character. Input and recommendations presented, and discussion to annex parcels into the Town of Genoa.

Motion by Member Eckman to recommend to the Planning Commission that parcels 1319-15-000-001 (~23 acres), 1319-15-000-006 (~38.7 acres) and the 5 acre portion of parcel 1319-15-000-040 not within the conservation easement to be approved as receiving area in the Genoa Community Plan. The board recommends against accepting parcel 1319-00-001-012 (~360 acres) for consideration as a receiving area in the Genoa Community Plan. Motion seconded by Vice-Chair Birdwell. Motion passed with a 3-1 vote; Member Shively opposed and Member Pace absent.

Agenda item no. 7:

Discussion to review and provide revisions on the draft Genoa Community Plan Land Use Element of the 2016 Douglas County Master Plan Update.

The working group committee consisting of Steve Shively, Pat Eckman, Bill Brooks and Philip Ritger met on June 21st to review the draft Genoa Community Plan Land Use Element document that was presented to this board at the June 7th meeting. Attached to Board packet is the working groups recommended changes and additions to the Land Use Element for the Genoa Community Plan. In addition to this document, Bill Brooks has requested that this board consider whether any of the following policy or action statements need to be incorporated in our final draft prior to submission to the Planning Commission for their hearings on July 18th and 19th. The specific items for consideration are:

Policy 1.6: Douglas County shall ensure that all streets within the Town of Genoa are to be slow and safe vehicular and pedestrian routes.

Action 1.1: Douglas County shall work with the Town of Genoa to develop County Code provisions that address our unique historical, geographical and topographical constraints.

Action 1.2: Douglas County shall coordinate with the Nevada Department of Transportation to ensure that modifications to State Route 206 through Genoa are compatible with the existing character of Genoa and increase the safety or desirability of pedestrian traffic in the Town's commercial center.

Town Manager, Phil Ritger points out the numbering needs to be revised, Mr. Brooks recommendations, do not replace the existing items. They would be added in, if admissible.

Candace Stowell explains for this Master Plan Update they will have a separate Public Safety Element. Transportation plan has not yet been adopted, a workshop may be conducted and when it does, that will be another opportunity to address any transportation issues.

Member Eckman gives overview on what was conducted and discussed amongst the committee at their meeting to revise the Genoa Community Plan Update.

Vice-Chair Birdwell moves to accept the revised draft of the Genoa Community Plan Land Use Element, with the inclusion of Mr. Brook's statements. Motion seconded by Member Shively; passed with a 3-1 vote. Chairman DeTurk opposed and Member Pace absent.

Agenda item no. 8:

Discussion to accept NCOT Grant RT-18-18 funds in the amount of \$5,000 for editing and publication of a 2nd edition Destination Genoa Historic Pamphlet.

At the May 2017 meeting this board approved the submission of an NCOT Rural Marketing grant application to subsidize the cost of producing the 2nd edition of the "Destination Genoa Historic pamphlet". The Town was awarded a Nevada Commission on Tourism Grant, RT-18-18 for this project. Total grant award is for \$5000 to cover the hard costs with a stipulation that the Town provide equivalent matching funds which can be either in-kind volunteer hours or as other cash equivalent.

Member Shively moves to accept NCOT Grant RT 18-18 funds and proceed with project under the grant's guidelines. Motion seconded by Member Eckman and passed unanimously.

Agenda item no. 9:

Discussion to approve, approve with modifications or deny management request to upgrade the Office Assistant position to full time with a review of the projected 2017-18 budget adjustments and other matters properly related thereto.

The efficient and effective management of town business including predictable execution of the Genoa Candy Dance would benefit from having the town return to budgeting for the equivalent of a full time office assistant. Prior to 2013 the town employed 2 half-time office assistants who were scheduled for between 38-42 hours each. From 2014 to present the office has operated short staffed with a single part time office assistant scheduled for 42 hours per pay period. Those reduced staffing levels were required to correct some serious budget shortages that existed when I first took over as town manager. To retain and/or attract qualified candidates to the Town of Genoa I am requesting that this board consider approving the office assistant position as a full time staff position. The attached revised budget presents the financial considerations that would allow this to happen in the current fiscal year.

Under public comment, Marian Vasser comments that she does not know how Mr. Ritger gets by without a full time office assistant and fully supports this change.

Under public comment, Bill Brooks asks about the cost of salary and benefits package for this position and which fund it would be coming from. Mr. Ritger explains costs and budget.

Member Birdwell questions where the funds in the budget came from to allow for this change. Mr. Ritger responds the budget was adjusted in various places. Community grants would be the only area that would be the most affected.

Member Shively comments that the Town has been in need of this change for the past couple of years, he sees no negative side to this and believes it would be very beneficial to the Town and Town Manager.

Member Eckman comments that she is in favor of this change but questions the difference in the budget for Road Maintenance. Mr. Ritger explains the change in the Roads budget was due to the Roads being sealed twice within one fiscal year, rather than just once, as usually done.

Chairman Deturk comments that he was not in favor of this transition after reviewing the minutes for the June 7th board meeting, and seeing how one of the main reasons for

discontinuing the Cowboy Festival was staffing and the amount of hours taken away from the Candy Dance to put on the Cowboy Festival. By discontinuing the Cowboy Festival, we freed up some staff hours as well as funds in the budget that will now be spent on a fulltime employee. Vice-Chair Birdwell comments that the Staff hours referred to for Cowboy Festival was in regards to the Town Manager, who is not on an hourly employee.

Member Shively moves to approve management request to upgrade the Office Assistant position to full time; motion seconded by Vice-Chair Birdwell. Motion denied with Member Shively and Vice-Chair Birdwell in favor, Chairman DeTurk opposed, Member Eckman abstained and Member Pace absent.

NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS

Member Shively comments on the International Dark Sky Ordinance, brought up by Sue Knight at the last meeting, he would like it to be on the agenda for the next meeting to re-instate that previously adopted ordinance.

Chairman DeTurk comments on the tree trimming done in town, and commends Town Manager on getting a great price for that work done. Also, a thank you, on behalf of Friends of Genoa, to Mr. Ritger and Mr. Neilson for their help with the 4th of July event.

PUBLIC COMMENT

Under public comment, Bill Brooks comments on complaints about noise from the Genoa Bar and suggest getting the Sheriff's to come out and get a decibel reading.

ADJOURNMENT

Member Shively moves to adjourn the meeting at 9:30pm, motion seconded by Chairman DeTurk and passed unanimously.

Minutes prepared by:

Sarah Macellari
Office Assistant, Town of Genoa