

**GENOA TOWN ADVISORY BOARD**  
**Regular Meeting Minutes**  
**July 8, 2019**

The Genoa Town Advisory Board held a public meeting on July 8, 2019 beginning at 6:30 PM, Genoa Town Meeting Room, 2289 Main St., Genoa, Nevada.

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

The meeting was called to order by Chair Steve Shively. Present were board members Gordon Pasley, Steve Shively, Patricia Eckman, Linda Birdwell, and Brian Crowe. Also present was Town Manager JT Chevallier.

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

Pledge of Allegiance was led by Vice-Chair Linda Birdwell.

**PUBLIC COMMENT**

No public comment.

**APPROVAL OF AGENDA**

Member Eckman moved to approve the agenda for the July 8, 2019 Genoa Town Advisory Board meeting; motion seconded by Member Pasley and passed 5-0.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Under public comment Bill Brooks requested that it be placed into the record that during public comment on Item 5 of the June 5<sup>th</sup> meeting he had mentioned concern regarding issues of egress for the Town Hall in addition to the Town Office building and that Gail Teig, owner of the property adjoining the Hall, had made an offer of an easement from her property to that building.

Vice-Chair Birdwell moved to approve the minutes of the June 5, 2019 meeting; motion seconded by Member Eckman and passed 5-0.

**CONSENT CALENDAR FOR POSSIBLE ACTION**

**Agenda Item No. 2:**

Discussion to approve the June 2019 financial report including claims paid.

**Agenda Item No. 3:**

Discussion to approve Town Manager's time cards.

Vice-Chair Birdwell moved to accept the items on the consent calendar; motion seconded by Member Eckman and passed 5-0.

**ADMINISTRATIVE AGENDA**

**Agenda Item No. 4:**

Presentation by BJ Viglione from NV Energy regarding vegetation management in the Genoa Town boundaries

BJ Viglione of NV Energy presented information regarding the company's vegetation management program. He noted that the goals of the program are to ensure public safety first and foremost, and to ensure electric reliability. In order to achieve these goals NV energy engages in vegetation management, including the trimming of trees. Mr. Viglione detailed some of the considerations that go into the vegetation management, such as location and species of vegetation, plant movement, and arc over which can impact the type and amount of trimming that may be necessary based on the risk posed, while also keeping in mind the health of the trees impacted. He noted that NV energy employs skilled and trained staff, including ISA certified arborists in the vegetation management program to ensure reliability and compliance in the tree trimming. He mentioned that residents interested in requesting tree trimming from NV Energy or who are seeking advice regarding tree planting can contact customer service at 775-834-4444 for assistance. He stated that while the service line going from the pole to the house falls under the customer responsibility for vegetation maintenance, NV Energy will assist in situations where there are issues of undue strain or abrasion on the line which may be a hazard. Mr. Viglione also mentioned actions NV Energy is looking into taking in particularly high-risk areas, such as using covered wire, though this is a long term and involved project, and will still require minimum clearance.

Town Manager JT Chevallier asked what the typical clearance needed for the trimming is in the area. Mr. Viglione said 10 feet is the typical clearance, though some species may require more clearance. He noted that currently they are on about an 8-year cycle and would like to be on a 4-year cycle, particularly for high-risk areas. Member Crowe asked what the timetable for implementation would be and commented that he had been very impressed by the sub-contractor NV Energy used in marking the trees for trimming. Mr. Viglione explained that the estimated start for the trimming process is currently September. He noted the initial plan had been July or August, but this was delayed by ongoing work in the Tahoe area. Mr. Viglione also noted if there are ever issues with sub-contractors, residents can contact the department through customer service. He also provided his own number for any questions or concerns: 775-843-7951. Mr. Chevallier noted Mr. Viglione has been incredibly responsive to the Town during the process and in working his schedule to be able to make the presentation. Member Pasley asked if NV Energy ever utilizes insulators in specific locations. Mr. Viglione explained that there can be issues with doing only segments of the line with insulators as they can be moved by trees or otherwise compromised and create a false sense of security by their placement. He mentioned in specific situations they can look to do directional trimming to gain the clearance.

Under public comment Lois Wray noted that the sub-contractor she had encountered was very courteous, and she asked if property owners would be given advanced notice when NV Energy will be coming to do work. Mr. Viglione explained that crews will try to make contact upon arrival. NV Energy is working on a notice letter to send out, but do not at this time have an advance notice that can go out. He also noted they do try to work with customers regarding property access.

Bill Brooks asked who the sub-contractor for the current project would be and was told it would be Asplundh. He also asked what the clearance for an evergreen tree would be. Mr. Viglione said that 10 feet is the specification for any tree, but depending on the situation they may be able to get by with less. He suggested calling regarding any tree of particular concern for evaluation. Mr. Brooks stated that aesthetics are important to the area and mentioned locations of trees he felt had not been trimmed satisfactorily in the past. He also presented an example of an insulator used in the past. Mr. Viglione noted the issues that type of insulator can have including coming apart, cracking, and falling off the line, creating a hazardous situation,

noting they are typically used as a temporary solution. There was a discussion of refusal forms and the legal right to access properties granted to the company to maintain the utility. There was also a discussion on the need for defensible space and the lingering dangers left in the aftermath of a fire. Mr. Brooks asked about a letter he had received regarding the Public Service Outage Management program. Mr. Viglione explained it is a program for evaluating risks in areas that may require the temporary shutdown of power, and ideally be able to notify residents in advance. He noted there would be a PSOM presentation done in Genoa. Town Manager JT Chevallier mentioned he is working out the details for the presentation to be done in the Town Hall.

Mr. Brooks also mentioned the potential issue for individuals with health concerns during such a planned outage. Mr. Chevallier noted that was a concern addressed at an initial meeting with the PSOM group. Mr. Viglione noted that customers can identify themselves as “Green Cross Customers” in the NV Energy system which can help NV Energy in addressing said customers’ needs.

Perry Hand asked if the Genoa area power was on a different circuit to the lake and was told it is. Mr. Viglione added that the area distribution is different from the lake and PSOM activities at the lake most likely should not affect Genoa; it will be more localized. Mr. Hand noted that PG&E has been doing this but has not seemed to communicate effectively or been successful. Mr. Viglione commented that the PSOM program has been looking at how best to enact the system.

Chair Shively commented that he thought such an outage should go through the State emergency management system. Mr. Viglione said he did believe there would be communication and coordination, though he did not know details.

No motion was made on this item.

**Agenda item No. 5:**

**Discussion and update on the Centennial Candy Dance “Lillian” Statue Project and event scheduled for August 16, 2019**

Debrine Smedley provided an update on the progress of the “Lillian” Statue installation. She noted the brick wall, including all engraved bricks, has been installed, and work on the granite top and plaques for placement is ongoing, as is planning for pouring the concrete padding for the granite base of the statue, and landscaping is anticipated to begin July 22<sup>nd</sup>. Everything should be completed prior to installation of the statue in August. Planning for the unveiling is underway. Informational flyers for the public unveiling August 16<sup>th</sup> along with publicity for the event and invitations to the Pink House event will be going out. There are now 39 days and counting for the project completion. Town Manager JT Chevallier noted that final formatting of the posters for both the 11x17 promotional and the collector item size posters has been done. In addition Mr. Chevallier presented a photograph gifted to the Town by Bill Brooks taken during the Candy Dance circa the 1940s.

Under public comment Ms. Smedley also thanked the Town for posting images of the poster on social media and helping to publicize it.

Chair Shively mentioned the board had had a preview of the statue earlier in the day and expressed his admiration of the piece. He also asked for details of how the statue was to be installed, specifically if a crane would be used. Ms. Smedley explained the initial plan for the installation had been reevaluated, and the bolts to the base would now be secured with epoxy rather than being bolted underneath the base, so the use of a crane in installing the base may be necessary. For the statue, they may be able to use the forklift. Chair Shively asked if this

would require closure of Nixon Street during the installation. Ms. Smedley noted the team installing the base believes they will only need a portion of Nixon Street and will have flaggers on site to assist in directing traffic around the installation area.

Member Pasley moved to accept the update and street closure for the installation as needed; motion seconded by Vice-Chair Birdwell and passed 5-0.

**Agenda Item No. 6:**

Review and approve, approve with modification or deny Proclamation 2019-P03 naming August 16<sup>th</sup> 2019 as the official unveiling of the Lillian Virgin Finnegan Statue

Town Manager JT Chevallier provided the background for the proclamation, which was suggested by Barb Wilson of the “Lillian” Statue committee for inclusion at the unveiling ceremony. Mr. Chevallier explained that town staff had drafted a version of the proclamation to present to the committee and the Board for feedback and/or approval then read the draft proclamation.

Under public comment Barb Wilson thanked the Board for recognizing the amount of work and dedication and love for the Town that went in to creating the statue, and she noted that Lillian inspired them and continues to inspire the people of the Town.

Vice-Chair Birdwell moved to approve the proclamation declaring August 16, 2019 as the Lillian Virgin Finnegan Statue day; motion seconded by Member Crowe and passed 5-0.

**Agenda Item No. 7:**

Discussion and update from Douglas County Economic Vitality Manager Lisa Granahan on the status and timeline of the Redevelopment Area No. 1 projects

Douglas County Economic Vitality Manager Lisa Granahan presented an update on the status of the Genoa RDA 1 projects. She stated that at the February Genoa Town Advisory Board meeting she had sought input from the Board regarding possible projects to put forward to the Board of County Commissioners for consideration for the remaining RDA 1 funds available. At that time she had thought there was a possibility for perhaps \$400,000.00 to \$600,000.00 available for Genoa projects. She then brought the list compiled at that meeting for discussion to the BOCC who gave direction to move the Town Hall Renovation, Kitchen Renovation, and Church Retaining Wall projects forward. Ms. Granahan provided an estimated timetable for the project, which has been named the Genoa Facilities Renovation Project and which encapsulates all three of the listed renovation projects, as well as items occurring within the timetable and staff leading the items. The timetable is attached to the minutes as **Exhibit B**.

As part of moving forward with the findings process, Ms. Granahan stated she would be soliciting opinions from people residing in the redevelopment area and the immediate area of the project during the next agenda item. Project definition and finance information will also be included in the findings process, and Town Manager JT Chevallier will be assisting with some of those items. Ms. Granahan anticipates having the findings process completed by mid-August so that the projects can go before the Redevelopment Agency and BOCC for approval of the findings and the projects at their September 5, 2019 meeting.

The project would then be handed over to staff led by Scott McCullough, the County Project Manager who will manage kick off through bid opening, which he expects to be a 6-8 months process, and then bid opening to completion, which he anticipates to be a 6-8 months process as well. He will be working with Mr. Chevallier during the process.

Public comment was opened.

Bill Brooks asked for clarification on what “findings” are. Ms. Granahan explained that under NRS there are a number of things that need to be considered including purpose, goals, and proposed activities called out in the original redevelopment plan and how that meets this project. For example, historic building preservation and anything dealing with infrastructure would meet these. The Redevelopment Agency must also look at whether or not the improvements will encourage the creation of new business or other appropriate development, create jobs or other business opportunities for nearby residents, increase local revenue from desirable sources, such as how the facilities are rented out and renovation would provide additional revenues to the Town, as well as ways they may increase the level of human activity in the redevelopment area or the immediate neighborhood in which the redevelopment area is located. Additional considerations include whether the project possesses attributes that are unique either as to the type of use or the level of quality and design; what is required as to construction, installation, and operation using qualified and trained labor; a need to demonstrate greater financial or social benefits to the community than would a similar set of improvements not paid for by the agency; consideration of the opinions of persons residing in the redevelopment area or in the immediate neighborhood; and a comparison between the level of spending proposed by the agency and projections made on a pro forma basis by the agency for future revenue attributable to the improvements.

Lois Wray asked for clarification as to whether “persons who reside in the redevelopment area or the immediate neighborhood” would include property owners who do not live in the area but whose businesses are located in the area. Ms. Granahan suggested that because she is doing business in the area, during the soliciting of opinions she make a note of that fact should she like to make a comment.

**Agenda Item No. 8:**

Discussion to take public comment on the planned Genoa Facilities Renovation Redevelopment project (Town Hall Renovation, Town Kitchen Renovation and Town Church Retaining Wall) to consider the opinions of persons who reside in the redevelopment area or the immediate neighborhood in which the redevelopment area is located in accordance with NRS 279.486 (4) (b)

Prior to taking public comment on the project, Economic Vitality Manager Lisa Granahan explained that in order to move the findings process along it is necessary to receive input from people living in and around the redevelopment area. She also explained she wanted to structure the discussion so as to consider each of the renovation projects separately with an additional discussion for any other opinions as well. She stated that she had noted already some of the comments received from the previous GTAB meeting regarding the projects.

For the Town Hall renovation Ms. Granahan had listed from the previous meeting ADA compliance, sound system issues, locks/locking system improvements, and painting. She solicited opinions and received comments regarding electrical issues, foundation issues, windows and possible water damage to them, insulation in the walls and attic, preservation of the historic character of the building, bathroom updating and improvements, lighting, HVAC, and storage.

There was a question seeking clarification as to the figure of \$750,000.00 that was listed for the project. Ms. Granahan explained that figure was arrived at after she listened to the initial brainstorming by the GTAB and sought a ballpark figure from the County Project Manager for the renovation. This is also the number used in the redevelopment budget. There was then a discussion of where the funds were coming from and an explanation of the RDA 1 funding mechanism. Clarification was also given that the figure was just for the Town Hall renovation and not all three projects.

For the Kitchen renovation Ms. Granahan explained the Project Manager had estimated around \$500,000.00. From the previous meeting she had listed comments relating to HVAC, flooring trip hazards, and ingress/egress for the building as related to emergency exits and fire-safety. Solicited opinions were received regarding emergency power in case of loss of electricity if the building were needed as a shelter or emergency building, electrical power as related to the generator for both the kitchen and town hall, updated and commercial grade appliances to ultimately get the kitchen certified as an industrial kitchen, making the building seismic safe, new hood, exhaust system and make-up air, fire sprinklers, a PA system for both the town hall and kitchen, and lighting.

For the Church retaining wall Ms. Granahan stated the estimate was \$25,000.00, and then solicited opinions. There was a question regarding what the issue was specifically, and an explanation was provided regarding the degrading state of the wall. Comments were provided regarding drainage, the church foundation and footing, and rotted wood along the church railing.

Finally, any other comments or opinions were solicited. Comments were offered regarding fire hydrants, looping the Town water system, ensuring the water system is seismic safe, undergrounding the rest of the electrical system in Genoa, and locating property for the Town to purchase for parking.

Ms. Granahan then addressed a question she had received regarding what would happen if there were funds still remaining after the completion of the projects. She explained that the Vista Grande project is also planned to use the RDA 1 funds. If there were any funds remaining at that point it would go back to the Redevelopment Agency and BOCC to seek direction, and there would be the possibility of bringing new projects forward. There was then a discussion of the RDA 1 fund and where the money is permitted to be used. Bill Brooks noted for the record that his tax bill said 35% of the money sent to the County for his ad valorem tax every year went to redevelopment district #1, so Genoa was a big contributor, and he would like to see it come back.

No motion was made for this item.

**Agenda Item No. 9:**

Review and approve, approve with modification or deny bids provided to the Town of Genoa for HVAC Upgrades to the Genoa Town offices, kitchen and fire bay

Town Manager JT Chevallier explained this item was the result of direction given by the Board at the last meeting when a budget surplus of about \$63,000 in the general fund of the Town budget was identified. He stated the Town is currently in the fiscal position to move forward with the bids provided. He contacted a total of 5 companies. Of those, 3 were able to come in for direct site visits and produce the 3 bids for the Board to review. He noted for the record that he does have a personal relationship with an individual who works for Beach and Sons HVAC. He noted that each company was asked to produce a bid for a heating and A/C system in the firebay, kitchen, meeting room, and Town office, leaving the details to the companies in creating the systems. Mr. Chevallier then reviewed the details of the bids presented to the Board. Mr. Chevallier noted that the Board could provide further questions to be put to the companies regarding the bids, provide directions as to cost limitation and then come back to make a decision, narrow down to top two choices and then come back to decide, or move forward with selecting one of the bids.

Chair Shively questioned, with the upcoming construction projects, how the new system would integrate with all the construction or if the process should wait for the construction to start or go on as opposed to going in before. Mr. Chevallier stated he could reach out to the companies to request information as to how they would address that. He noted that he thought

whoever put in the system, the system should be able to integrate. Chair Shively asked how the ducting would be dealt with. Mr. Chevallier explained it would most likely be replaced due to age and how it is currently installed. Member Crowe noted that the Town does not know what the final layout of the kitchen once remodeled would be and worried doing the HVAC system now would be putting the cart before the horse. He suggested putting in a temporary, generic A/C to meet the needs of the candy makers.

Vice-Chair Birdwell noted that renovation to the Firebay was not included in the RDA 1 projects and much of the candy making activity takes place there. Mr. Chevallier stated Dee Dykes, Candy Making Chair, had noted the same. Vice-Chair Birdwell suggested at least going ahead with the Firebay, Town office, and meeting room. She mentioned it was worth noting that renovation to the kitchen is not likely to be completed before 2021, and it would be worth asking the technical questions to the contractors regarding the integration of the system to ensure this investment would be protected. Mr. Chevallier noted that within the bids provided, each system could be done independently of the others or as a full system together, with the exception of Hawkins, who he could go back to for a detailed breakdown. Vice-Chair Birdwell noted the money is available now and, feeling for the candy makers and the legitimate request for A/C relief, she would like to do something for them. Member Crowe agreed. He noted there needs to be some better solution in place now to cover the candy making until the kitchen renovation can be done. Vice-Chair Birdwell suggested the possibility of moving ahead immediately with the “non-kitchen” areas and having Mr. Chevallier seek further information. She also suggested the idea that if the Board approved moving forward with the kitchen system, any necessary retrofitting for the full renovation may be able to come from the RDA 1 funds.

Mr. Chevallier stated that once he has received direction he plans to take the HVAC project to Scott McCullough, who will be the project manager for the RDA 1 projects, to get definitive information about what issues may arise.

Under public comment Perry Hand noted both Member Crowe and Member Pasley have experience with issues such as this. He suggested the Board have Bill Brooks review the bids and give a recommendation. Mr. Chevallier noted he had discussed the bids with Mr. Brooks who addressed some issues with the lack of uniformity in the bids and suggested asking additional questions of the contractors to better define the systems.

Mr. Brooks added that he was uncomfortable and shared his concern about doing a half-job on a short-term that would be counterproductive to the long-term. He wants to see the money spent once and the job done right. He suggested that as proposed, the project is a hurry-up band-aid for the next year or two, which will waste money in the process. He also noted the Brown bid stated they would put in an air-handler in the attic over the kitchen to serve that room and a condenser outside. He suggested the Board table the item tonight and get input from Scott McCullough before bringing it back. He mentioned he doubted the project could be completed correctly before the upcoming Candy Dance. He suggested, if the project was addressed after this year’s event, dealing with the kitchen first to meet the needs of the candy makers and then addressing the firebay, town office, and meeting room. He added that he would like to see the whole thing coordinated and is not comfortable that the present proposal accomplishes that. Mr. Chevallier noted that in the direction he had given the contractors for the bid he directed them to design a full, long-term system as opposed to a patch-job or band-aid. He also agreed that it would be good to seek input from Mr. McCullough.

There was a mention of putting in a temporary mitsubishi unit that would not involve any major work but could get the Town through until the RDA 1 projects. It was suggested that the unit could then be repurposed in the church so the funds would not be wasted.

Mr. Brooks reiterated his desire to see the project done once and done right. He also expressed concern that if the RDA 1 funds available were not spent they would go back to the County general fund. Chair Shively clarified that the RDA 1 funds could only be used for RDA 1

projects. Mr. Brooks asked if Genoa did not spend the full amount of funds allocated for the RDA 1 projects whether the remaining money would go the general fund or if it could be redirected to other Genoa projects. Kurt Hildebrand noted the money can only be used for RDA 1 projects and would likely go the Vista Grande project.

Chair Shively stated he thought the HVAC should be done with the rest of the RDA 1 construction, and if there is a temporary solution for the candy makers, that should be pursued. Mr. Chevallier noted he could look into rental options. He also added if the Board wished to push the item to the August Board meeting it would not be too far into the candy making process. Member Eckman mentioned portable swamp coolers as a possible option, but Mr. Chevallier noted Ms. Dykes had addressed an issue with swamp coolers as a solution. Vice-Chair Birdwell questioned what would happen to the Town surplus funds if they were not used and was told they would remain in the Town's general fund. Member Crowe suggested the idea of a late July special meeting to take action on the item before the candy making begins. Mr. Chevallier stated the Board could approve his moving forward on the temporary solution for the candy makers and put in place a cost limitation.

Member Eckman moved to have Mr. Chevallier procure Air Conditioning for the candy makers not to exceed \$10,000.00 and to table further discussion of the item; motion seconded by Vice-Chair Birdwell and passed 5-0.

**Agenda Item No. 10:**

Approve, approve with modification or deny the development application to be submitted to the Douglas County Community Development Department to modify the Genoa town boundary and annexation of APNs 1319-09-501-005, 1319-09-501-006, 1319-09-601-001, 1319-09-601-002, 1319-09-601-003, 1319-09-601-004, 1319-09-601-005, 1319-09-701-001, 1319-09-701-002, 1319-09-701-004, 1319-09-701-005, 1319-09-701-006

Town Manager JT Chevallier reviewed the status of the annexation process to date, including approval by the board of the resolution, and generating of necessary tax receipts. The next step is the completion and submission of the application. He noted he had reached out to the Community Development Department regarding questions on the application and is awaiting further information, though he was told to proceed. Once the application is submitted to the County it will be placed on the BOCC agenda in October, and there would be public noticing done by the County during the review process. He suggested the Town also make notification to owners of the properties proposed for annexation to allow an opportunity to address questions and concerns. Mr. Chevallier noted he would be in attendance at the October BOCC meeting to address Board questions and comments.

Under public comment Lorilyn Chitwood asked what benefit there is the property owners being annexed into the Town. There was a discussion of the tax impact to the property owners. Mr. Chevallier noted that properties within the Town boundaries receive Town services, residing in the Town boundaries provides eligibility to serve on the Town Board, and additional services. He noted he would be happy to go into further detail with her.

Member Pasley noted that the properties for proposed annexation are currently receiving Town services without paying tax to the Town.

Member Crowe moved to approve the application as presented; motion seconded by Member Pasley and passed 5-0



**Agenda Item No. 11:**

Approve, approve with modification or deny the budget for Candy Dance merchandise for the amount of \$11,233.00

Vice-Chair Birdwell provided an update on the Merchandise Committee discussions and presented the proposed budget to the Board totaling \$11,233.00. She noted that the production cost and estimated sales of the posters is not included in the merchandise budget as they are typically part of the marketing budget. Vice-Chair Birdwell reviewed the details of the budget, noting which items will have the candy dance logo, poster design, or Town logo on them and how the logo would be applied, the quantities for purchase, associated costs, suggested sales price and estimated revenue for the products. She noted that regarding the glasses, cost would be shared with the Dinner Dance budget. She noted that merchandise sales will begin at the August 16<sup>th</sup> statue unveiling ceremony. She added that this would allow enough time for reordering stock if needed prior to Candy Dance. The estimated minimum net profit would be around \$5000.00. Vice-Chair Birdwell explained 2014 was the last year that new merchandise items were purchased for sale and at that time they sold for a net profit of around 25%.

Chair Shively asked how the items would be sold, in terms of a booth placement. Vice-Chair Birdwell explained they would like a location inside the Town Hall where candy sales take place and a location in the Mormon Station stockade. Chair Shively suggested the possibility of a location by the "Lillian" statue. Vice-Chair Birdwell explained some of the benefits of the Town Hall location. It was also mentioned that Food booths are located by the statue location. Vice-Chair Birdwell also discussed the idea of selling to the Candy Dance vendors on the Friday of vendor load-in. Chair Shively also inquired about the possibility of merchandise being sold on the Town website. Town Manager JT Chevallier discussed the idea of setting up an e-store, noting it may not be feasible prior to the unveiling event, but that he certainly would like to do so for Candy Dance and after. Chair Shively asked what kind of impact the e-store would have on Town staff. Mr. Chevallier noted there would be a number of factors to look into prior to setting up the e-store, particularly with the time constraints of the upcoming event. Vice-Chair Birdwell noted the tote bags would also be an opportunity for sponsorship from local business. Chair Shively mentioned his concern that the merchandise would be break-even at minimum.

Under public comment Debrine Smedley asked how many of the items would be available at the unveiling event on August 16<sup>th</sup> and was told that all items aside from the wine glasses set aside for the dinner dance would be available. Ms. Smedley noted that Nixon St would be closed for the event and there would be a DJ by the Coons building so the main flow of people would go from the Pink House to the statue location. There was a discussion of the possibility of using the town information gazebo as a location for the event. Ms. Smedley also noted that the Lillian Project table had gotten lots of questions about merchandise at previous years' Candy Dances as well as where candy sales are. She suggested use of maps and signs to direct customers. Chair Shively asked if there would be an MC at the unveiling event. Ms. Smedley said Sharon Davis would MC beginning at the Pink House, then at the event would pass it over to the VIP for a special speech, followed by Gail Teig. Chair Shively suggested having the MC mention the location for the merchandise.

Chair Shively moved to approve the \$11,233.00 for the merchandise sales; motion seconded by Member Eckman and passed 5-0.

**ANNOUNCEMENTS AND CORRESPONDENCE**

**Agenda Item No. 12:**

Discussion on Town Manager's monthly report

Town Manager JT Chevallier stated that most of what he had to discuss had been addressed in the agenda items, and he had nothing further to add for the present meeting.

Vice-Chair Birdwell requested an update on Candy Dance vendors regarding capacity and was told the event is sold out with a waitlist in place for booth spaces.

**Agenda Item No. 13:**

Discussion on Board Members' comments, activities and liaison committee reports

Vice-Chair Birdwell stated she attended the Gardnerville Town Board meeting the previous week as part of the Leadership Douglas County Program she is in. One of the items they will be doing is a volunteer expo on August 22<sup>nd</sup>. She said she would contact Allison Grey regarding Candy Dance volunteer needs.

**PUBLIC COMMENT**

Bill Brooks asked when the approved Town road maintenance would begin and was told July 15<sup>th</sup> is the planned start date for Mountain West Construction to be on site.

**ADJOURNMENT**

Chair Shively moved to adjourn the meeting at 9:09 PM; motion seconded by Member Pasley and passed 5-0.

Minutes prepared by:  
Tiffini Drew  
Office Assistant, Town of Genoa

Exhibit A



Genoa Town Office  
PO Box 14  
Genoa, Nevada 89411  
PHONE: (775) 782-8696

Genoa Town Advisory Board Meeting

MEETING DATE: July 8, 2019

SIGN-IN SHEET (PLEASE PRINT)

Name (FIRST & LAST)

Erin Pasley

Debrine Smedley

Bark Wilson

Sharon Davis

LOIS WRAY

Perry Wang

Chris Ritger

Lorilyn Chitwood

Marilyn Vasely

Megan Hawasha

## Exhibit B

**Genoa Facilities Renovation Redevelopment Project  
(Town Hall Renovation, Town Kitchen Renovation Town Church Retaining Wall)**

<b>Timeframe</b>	<b>Item</b>	<b>Staff Lead</b>
July 8, 2019	Update to the Genoa Town Advisory Board	Lisa Granahan
July 8, 2019	Solicit opinions of persons who reside in the Redevelopment Area or the immediate neighborhood - NRS 279-486	Lisa Granahan
July - Aug 2019	Develop findings in accordance with NRS	Lisa Granahan
Sept. 5, 2019	Seek Redevelopment Agency & County Commission approval of findings/project	Lisa Granahan
Oct 2019 - June 2020	Kick off through bid opening (6-8 months)	Scott McCullough
June 2020 - Feb. 2021	Bid opening to completion (6-8 months)	Scott McCullough

July 8, 2019