

**Genoa Town Advisory Board
Regular Meeting Minutes of August 5, 2008**

MEMBERS PRESENT

Chairperson Kitty DeSocio, Member Bill Donohoe, Member Dave Whitgob and Clerk Greg Pace.

Member Brian Williams was absent.

Also present was Town Manager, Sheryl Gonzales.

CALL TO ORDER

Chairperson DeSocio called the meeting to order at 7:06 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 requested that Item 5 on the Consent Calendar be pulled and added to the Administrative Agenda. Chairperson Kitty DeSocio requested that Items 2 and 3 on the Consent Calendar be pulled and added to the Administrative Agenda.

Chairperson DeSocio moved to approve the Agenda as amended. Motion seconded by Clerk Pace. Motion passed unanimously.

APPROVAL OF MINUTES

Action Item

Member Whitgob moved to approve the Minutes of the regular meeting of July 1, 2008. Motion seconded by Clerk Pace. Motion passed unanimously.

PUBLIC COMMENTS

1. Resident Keith Corban commented on the dusty condition of the roads and the amount of dust he has in front of his house. He is aware the Town Manager is working on the issue. Mr. Corban said the Town Engineer should take a more conciliatory role in finding a solution.
2. Resident Sue Knight echoed Mr. Corban's comments.
3. Community member Bill Bowersock said there will be an unofficial Olympic Torch Run on August 8th on a 12-mile stretch of Foothill ending at Montana. This will start at 7:30 A.M. There will be a reception at Montana at 7:30 P.M. The event is sponsored by Body Solution.
4. Clerk Pace suggested that Board Members could attend Town-sponsored events by following the weekend facility schedule now assigned to the members. Chairperson DeSocio said this could be discussed at the next Board meeting or something could be agreed on outside the meeting.
5. Sue Knight said she appreciates the Board picking up on her comments last month about Board members attending Town events.

ANNOUNCEMENTS AND CORRESPONDENCE:

1. Sheryl Gonzales gave her Town Manager report:
 - **Road Maintenance Project**
A magnet sweep was completed on all of the roads to collect metal left in the road base. A water truck was used to spray water on the roads to mitigate the dust issue. Both problems still exist and she is working with Town Engineer, Mark Gonzales to remedy this issue.
 - The asphalt strip was added to the snow conveyance system and that job is now completed.
 - A meeting with NDOT was held this month to begin plans for completing the 2nd phase of the Carson Street Drainage project. Sheryl Gonzales, Bill Brooks, Mark Gonzales, and Rocky Falcke met with Thor Dyson, NDOT District II's engineer and his staff, to review the project and discuss opportunities on how NDOT can participate in the sharing of cost to complete this project. We will be speaking with Kent Cooper, Assistant Director with NDOT to pursue this issue. The start date is set for January 2009.
 - It was a busy month in July with several Genoa events which included the 4th of July Pops in the Park Concert, the Chicken Barbeque, Platform in the Park dedication, Garage Sale and the Concert in the Park. There will be reports on most of these events which will be reported on by our community members and committee chairs.
 - Member Whitgob reported on the two meetings held to date with Martha Williams and Phil Stoll. The first meeting was attended by County Commissioner Dave Brady along with various other members of the community. There were three identified areas that would be explored in these meetings. There is agreement on the jurying process and cost share. The discussions will continue with one more meeting.

CONSENT CALENDAR

Chairperson DeSocio moved to approve the Consent Calendar as amended. Motion seconded by Member Donohoe. Motion passed unanimously.

4. Approve an agreement between the Town of Genoa and Genoa property owner Willie Webb who has agreed to lease his property at Genoa Bar for vendor booths at the 2008 Candy Dance.

5. Approve the request from Douglas County Historical Society (for the Town) to provide Genoa Community Church for the annual "Curse of the Hanging Tree" fundraising event sponsored and presented by Douglas County Historical Society on Friday, August 22 and Saturday, August 23, and to waive all fees associated with the rental.

ADMINISTRATIVE AGENDA

2. Approve the Comptroller's Report/Budget Performance Report for June 2008.

Chairperson DeSocio asked to discuss the Report wherein it is indicated that revenues exceed expenditures. She also questioned the amount of expenditure which exceed last year.

Sheryl Gonzales stated that the taxes were down. She stated that the final report has not yet been received from the Comptroller. Ms. Gonzales said she would review this report and get back to the Board at the next meeting.

Approval of the Comptroller's Report was continued to the September meeting.

3. Approve payment, or purchase in lieu of payment, of an amount up to \$6,000 Nevada Division of State Parks for a Special Use Permit for use of Mormon Station State Park during the 2008 Candy Dance. This amount will include fees, and costs associated with aerating the park after Candy Dance as well as the purchase of two cases of Rainbird sprinkler heads.

Chairperson DeSocio said the Town paid \$3,000 last year for Mormon Station and an additional \$1,500 for the Campbell Property, as well as \$1,500 for aeration and sprinklers.

Ms. Gonzales said in lieu of paying \$6,000 for the permit fee, the State is asking for the other items in lieu of a portion of the fee.

There was discussion regarding this issue. \$1,500 would be saved if the Town does not use the Campbell property. There are approximately 30 booths going on Campbell property.

Comments were made with regard to the increase of the 2008 fee as compared to the 2007 fee.

Member Donohoe made a motion to go back to Mormon Station to see what they can do as far as lowering the fee and if they cannot lower the fee, do not use Campbell property. Motion seconded by Clerk Pace. Motion passed 3 - 1 with Member Whitgob opposing.

Member Whitgob asked Sheryl Gonzales if we have a "plan B" for the vendors in Campbell property. Ms. Gonzales said that staff will make it work.

5. Approve an agreement between the Town of Genoa and Genoa property owner Dave Groendyke who has agreed to lease his property at the Pink House for vendor booths at the 2008 Candy Dance.

Clerk Pace said that a town resident had commented that this agreement was well put together.

Resident Keith Corban said the agreement authored by the Town Manager is a landmark agreement. He said this should be used as a template for negotiations with other residents.

Clerk Pace made a motion to approve the agreement. Motion seconded by Member Whitgob. Motion passed unanimously.

7. Discussion and possible action regarding the Phil Stoll Special Use Permit for proposed Bed and Breakfast located at 195 Nixon Street.

Sheryl Gonzales introduced Chuck Armstrong who submitted an application for a Special Use Permit to the County on behalf of Phil Stoll. Before the application goes to County Commission it is before the Town Board for approval.

Mr. Armstrong said this is a proposal for a bed and breakfast at the property on Nixon Street. He discussed the plans for this proposal. It will be a two bedroom facility.

Val Clawson from Douglas County was also present to answer any questions on behalf of the County.

There was discussion regarding discrepancies in the address on the County records. Resident Marian Vassar asked if there is already a business on this property. Discussion was held regarding whether or not there was another business and whether use permits would be required for both businesses.

Ms. Clawson said the only application before the County at this time is for the bed and breakfast.

Member Whitgob moved to approve the application for the Special Use Permit with the contingency that the County would get back to us and verify that the Permit was issued with full awareness that there was an existing business. Member Donohoe seconded the motion. Motion passed unanimously.

8. Update from Kitty DeSocio, Genoa July 4th Chicken Barbeque Chair, regarding the event.

Chairperson DeSocio reported that the July 4th Chicken Barbeque was awesome. There were 227 dinners sold, and 133 root beer floats.

Chair DeSocio said she would like to staff the barbeque differently next year and she would like to do a little more for the volunteers. There were very few complaints.

The net revenue was \$1,500. The banner was awesome. Suzanne Corban did a wonderful job on the decorations. Chair DeSocio thanked the office staff for the great job on the tickets.

9. Update from Chad and Gina Coons, Genoa Community Garage Sale Co-Chairs, regarding the 2008 Garage Sale Event.

Sheryl Gonzales asked that this report be continued to the September meeting as Chad and Gina Coons were not present. She said it was a very successful event.

10. Update from Town Manager and Candy Dance Volunteers regarding the 2008 Candy Dance.

Sheryl Gonzales asked Marian Vassar, Bill Bowersock and Betty Bourne to report on Candy Dance.

Marian Vassar, Candy Making Chairperson, sent out letters to volunteers in July. She has placed orders for candy-making supplies, which will be on-going. Marian talked about the timing in making of the candy. Bill Donohoe has again offered use of his refrigerated truck. Marian said this year candy sales may be in Mormon Station Park. The Candy Dance Committee felt it may be a good idea to have the candy sales in the same location as juried vendors.

Location of candy sales for this year was discussed.

Betty Bourne, on behalf of the Merchandising Committee, said their goal is to cut the budget by 30%, there are a lot of new items, and there is a lot of stock carried over from last year.

Bill Bowersock discussed the arrangements for ice. He is working with Crystal Ice and Model Dairy.

Sheryl Gonzales gave an update of the dinner/dance. The Town office staff should have the printed tickets this week to begin sales.

Dan Pendleton is working closely with Sheryl Gonzales and the operations committee. Dave Semas has donated three vehicles which will assist in people-moving. There will be a maximum of four passes per residence and they will be rear-view mirror hangers. Heavy publicity will begin next week. This year we are doing buttons which will be sold around the valley as well as at Candy Dance.

The total number of booths sold to date is 277. There are 21 food vendors at this time.

There was discussion regarding the number of vendors and reasons some have withdrawn.

There was discussion about raising booth fees for next year.

11. Discussion and possible action regarding the Town of Genoa 2008-09 Annual Work Plan.

Sheryl Gonzales discussed the Work Plan that had been developed some time ago, which had been continued. The Work Plan should reflect the Strategic Plan. This is a first draft and we are looking for the Board's feedback and direction.

Ms. Gonzales reviewed the Work Plan.

Outcome number 1 includes an Agenda Calendar which will provide the Board with a timeline on when items will be on the agenda.

Member Donohoe asked about a Candy Dance timeline. There was discussion regarding this item. Member Donohoe requested that the Candy Dance timeline be added to Outcome #1.

In discussion of Outcome #3, Member Donohoe stated there should be someone over-seeing the road maintenance project. Ms. Gonzales pointed out the Work Plan calls out who is assigned to such projects. Ms. Gonzales discussed how the Work Plan deals with specifics of these projects.

Chairperson DeSocio asked if under Outcome #6, if there is a procedure stating the items necessary to be updated on the website.

Member Whitgob summarized that there appears to be a desire from the Board to see a dynamic time line of critical activities that are on-going and to have a place to access the status of those activities. When Board or staff transitions there will be a place to go to obtain current information.

Lisa Granahan complimented the Board on the various things they have accomplished including the Strategic Plan and the Work Plan.

Chairperson DeSocio said there is a revenue workshop to be done in October. She said she does not want the Board to lose sight of the historic preservation. This should be worked out with the County. This can be done in a workshop.

Chairperson DeSocio said the Work Plan will be a continuously evolving document.

ADJOURNMENT

Member Donohoe moved to adjourn the meeting at 9:01 P.M. Motion seconded by Member Whitgob. Motion passed unanimously.

