

**Genoa Town Advisory Board
Regular Meeting Minutes of December 2, 2008**

MEMBERS PRESENT

Clerk Greg Pace, Member Brian Williams, Member Dave Whitgob and Member Bill Donohoe. Also present was Town Manager, Sheryl Gonzales Absent: Kitty DeSocio, Chair

CALL TO ORDER

Clerk Greg Pace, acting as Chair, called the meeting to order at 7:02 P.M. at the meeting room at 2289 Main St., Genoa, NV.

PLEDGE TO ALLEGIANCE

The Pledge of Allegiance was led by Kris Wilkison.

APPROVAL OF AGENDA

Action Item

Member Williams requested that Item 7 on the Administrative Agenda be placed after item 4 on the Administrative Agenda. Member Whitgob moved to approve the agenda as amended. Motion seconded by Member Williams and passed unanimously.

APPROVAL OF MINUTES

Action Item

Member Williams moved to approve the Minutes of the regular meeting of November 5, 2008 as amended. Motion seconded by Member Whitgob. Motion passed unanimously.

PUBLIC COMMENTS

No public comment. Clerk Pace welcomed newly elected Board member Jenn King, who was attending in the audience.

ANNOUNCEMENTS AND CORRESPONDENCE:

1. Sheryl Gonzales gave her Town Manager report:
 - Halloween final accounting: \$1026.24. Revenue generated was \$233.46. Budget was \$800. Net was \$7.22 to the good. About 300 were in attendance. Many thanks to Jenn King and her committee for a job well done.
 - The 2008 Candy Dance final report will be presented at the January 2009 meeting. Figures are still tentative but projected figures are as follows: \$116,000 in expenses, revenue of \$273,641. Net is estimated to be \$157,641. Approved budget was \$113,000 for expenditures and \$270,000 for revenues.
 - Dick and Nancy Mattson's family donated a bench to the park to commemorate their 50th anniversary. Dick and Nancy have long been involved as volunteers with Candy Dance and other Genoa events. Thanks to Roger and Randy Falke for the installation.
 - The Candy Dance Volunteer Recognition dinner held November 16. It was a tremendous success. There were 75 in attendance. Thanks to Greg and Dave for helping and to Kris and Dorian for helping to set up and cook.
 - Town Manager will be attending 5 full days of Incident Command Training by the end of the year as required by the County so they may obtain Federal Grant Money.

- Christmas in Genoa is on schedule for this upcoming weekend. The activities include tree lighting, caroling, Breakfast with Santa and the Craft Faire on December 5th, 6th and 7th. Sue Knight will be organizing the caroling event; tree lighting will follow then the Champagne Preview for the Craft Faire. Thanks to all of the volunteers for their help. Keith and Suzanne Corban, Bill Hutchison, Nancy & Bill Aten, Tom & Alix Peters for lighting the town. Sue Knight for organizing the caroling, Chad & Gina Coons for hot chocolate at the tree lighting, Dr. D'Ascoli for Santa, Bonnie Rogers, Dan Ainesworth, Kris Wilkison and Dorian Cromwell for helping to decorate the Town Hall facilities. Rita Borselli, of Douglas High School for help with the distribution of 6000 flyers to Douglas County School District students and to the Town of Gardnerville for use of their bucket truck so we could hand the lights.
- Sue Knight, Chair for Christmas in the Sierras updated everyone of this popular event. Tickets are going fast. Four tickets will be given away in exchange for advertising on the My Country radio station (1300 am). There will be dinner again between shows which will include baked potatoes, chili and one beverage. This year we had seat assignments.
- Town Winter Newsletter went out the week of Thanksgiving. We have received many compliments on the newsletter, and the article was included as to when it is appropriate to call 911.

CONSENT CALENDAR

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

2. Approve the Comptroller's Report/Budget Performance Report for October 2008.
3. Approve the GTAB 2009 Training Calendar

ADMINISTRATIVE AGENDA

4. Discussion and possible action to appoint a representative from the Town of Genoa Board to serve on a Partnership Steering Committee with the Sierra Philharmonic League and Carson Valley Arts Council Board to explore options for continuing the July 4th Pops in the Park program.

At the September 2008 GTAB meeting, the Sierra Philharmonic League President, Bob Verzello, discussed the future of the annual July 4th Pops in the Park event which has been held in Genoa for 25 years. Although the event is considered a tremendous success, each year it has become extremely challenging to present due to rising costs and the lack of volunteers available to develop and implement this event. Mr. Verzello requested a Board Member serve on a committee comprised of representatives from the Carson Valley Arts Council, Sierra Philharmonic League and the Town of Genoa to explore opportunities that may exist to continue the popular 25 year event.

Member Dave Whitgob volunteered to be on the committee and act as a liaison to the Board as he had served on the Philharmonic League last year and was familiar with the process. He will report back to the Board on the outcome from the meetings with the partnership.

7. Discussion and possible action regarding the agreement between Phil Stoll, Martha Williams, and Gilles La Gourgue with the Town of Genoa to include their events held the same weekend as Candy Dance as a part of the Town's application for a Douglas County 2009 Outdoor Entertainment and Event permit.

2. Town Manager Sheryl Gonzales gave a brief background regarding the meetings that have taken place between the parties to include their events held the same weekend as Candy Dance as a part of the Town's application for a Douglas County 2009 Outdoor Entertainment Permit. She stated that as a result of the meetings held; that an agreement was reached that would have the four events held in a cooperative and cohesive manner under one permit. Town attorney, Michael Rowe, developed an agreement and it was approved by the Town Board at the October 14, 2008 meeting. The agreement was then sent to the above parties. The Town received a revised agreement from their attorney, J.D. Sullivan. Mrs. Gonzales enumerated the proposed revisions. Changes include - #2 Participation – Have revised to include a statement that failure of any Party to participate, as a volunteer shall not void the agreement. #6 Quality Standards – Although Mrs. Williams, Mrs. Stoll, and Mr. LaGourgue agree to develop standards for jurying Candy Dance vendors, they will not be held to the same quality standard established. #7 Insurance - Rather than providing \$2,000,000 million dollars in general liability insurance they will provide \$1,000,000. #9 Cancellation – Cancellation clause was deleted. #12 Assignments – Town cannot unreasonably withhold assignment of rights. #17 Further Acts – Revisiting or revising the jurying standards has been deleted. #19 Waivers – Has been deleted. #23 Waiver of Judge and Jury Trial – Has been deleted. #24 – No Third Party Beneficiaries – Has been deleted.

Dave Whitgob spoke to the flexibility and compromise that the Town has showed in coming to the agreement with Phil Stoll, Martha Williams and Gilles La Gourgue, were now retracting.

There were comments from Ron Funk and Sue Knight to support not accepting the modified agreement.

Bill Donohoe moved to reject the revised contract. Second by Dave Whitgob. Passed unanimously.

Town Manager was directed by the Board to send a letter to all parties rejecting their proposed agreement and that the Town of Genoa wishes to proceed with the original agreement. They will have until January 7, 2009 to respond.

The meeting was adjourned at 8:00 pm for the purpose of recognizing Chair Kitty DeSocio and Member Bill Donohoe for their service on the Board and to the Town of Genoa.

The meeting was reconvened at 8:10 pm.

5. Discussion and possible action regarding Town of Genoa 2009 events.

Town Manager presented the revised calendar of events for 2009. Classes held at the Town Hall are also listed on the Events Calendar. Changes to the events program include reducing the number of days for the Christmas Faire from two full days (Saturday and Sunday) to one full day (Sunday) and a new event. The proposed new event, Old Time Music Festival, would be held Saturday, August 15, 2009. The event would replace the August concert of the Concert in the Park program. The event, if approved, would be funded as a part of the Town's 2009-10 fiscal budget. Town Manager met with Sue Knight and Mark Kuniya and Mr. Kuniya will chair the event. The proposal that is attached was explained. Town Manager recommended that the calendar be approved as submitted, including the Genoa Musical Festival. Dave Whitgob moved to approve the calendar as presented. Second by Brian Williams. Passed unanimously.

6. Discussion and possible action to revise Facilities Section III by adding a policy to III.F.2 and revising III.F.10 of the Genoa Policies and Procedures changing the availability of Town facilities and 24 hour package.

At the November 5, 2008 GTAB meeting, the Board discussed revising the Facility Rental form. The recommended changes to the Facilities policy were as a result of several Town Hall 24 Hour Package rentals having amplified music not ending at 10 pm. Their music disrupted the community. In reviewing the staff proposed Policy and Procedure revisions to the facility rental form, the Town Board directed the Town Manager at the November Board meeting, to revise the policies to have a beginning and ending time for facility reservations. This will eliminate the 24 hour package that provides a discount for those reservations that exceed 10 hours. It is recommended that the 24 hour package be replaced with a Full Day Package Discount. This package would provide rental of facilities for not less than and up to 17 hours beginning at 7 am and ending by 12 am. The Full Day Package provides a facility rental discount for a minimum of 10 hours and not more than 17 hours. The rental time may be utilized over a two-day period within the hours of 7 am until 12 am. The Full Day rental discount is \$229 for category II and III. Categories IV and V would be \$458. The recommended Full Day Package fees remain the same as the 24 Hour Rental Package. Additional changes include all music ending by 10 pm and facilities/premises being vacated by 12 am.

Bill Donohoe moved to accept the revised Facilities Section III. Second by Dave Whitgob. Passed unanimously.

8. Discussion and possible action regarding the Town Engineer Contract.

In September 2008, Town Engineer, Mark Gonzales resigned his duties as contract Town Engineer. The Town Engineer is a contractual position which provides professional civil engineering services in areas such roads, flood control and drainage, civil design of public works infrastructure construction, design review of proposed development, encroachment permit review and /or engineering services as needed. The Town approved \$3,500 in the 2008-09 budget for these services. The Board directed the Town Manager by a motion by Dave Whitgob to develop an RFP to fill the Town Engineer position with specific criteria. Have applicants reply within two (2) weeks. The Town Manager will do the initial interviews with the assistance of Town resident Bill Brooks. They will narrow the candidates down to a couple of finalists from which the Board will then choose. Second by Bill Donohoe. Passed unanimously.

9. Discussion and possible action on Douglas County Resolution No. 2009R-004 to augment the Town of Genoa 2008-09 fiscal year budget.

Dave Whitgob moved to approve the resolution to “park” the \$58,943 in the 624 Construction Reserve fund until the January budget meeting. Second by Brian Williams. Passed unanimously.

ADJOURNMENT

Member Donohoe moved to adjourn the meeting at 8:50 pm. Motion seconded by Member Whitgob. Motion passed unanimously.