

**Genoa Town Advisory Board
Regular Meeting Minutes of April 13, 2009**

MEMBERS PRESENT

Chair Brian Williams, Clerk Dave Whitgob, Member Greg Pace, and Member Karen Holmes. Member Jenn King was absent.
Also present was Town Manager, Sheryl Gonzales.

CALL TO ORDER

Chair, Brian Williams, 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 Karen Holmes.

APPROVAL OF AGENDA

Action Item

Member Holmes moved to approve the agenda. Motion seconded by Clerk Whitgob and passed unanimously.

APPROVAL OF MINUTES

Action Item

Clerk Whitgob moved to approve the Minutes of the Regular Meeting of March 3, 2009. Motion seconded by Member Pace. Motion passed unanimously.

PUBLIC COMMENTS

Resident Bill Bowersock announced the GGBA will be hosting a Chamber of Commerce mixer at the Town Hall on April 16th from 5:30 PM to 7:00 PM. The mixer will include local businesses and everyone is invited.

ANNOUNCEMENTS AND CORRESPONDENCE:

1. No reports were given.

CONSENT CALENDAR

Member Holmes moved to approve the Consent Calendar. Motion seconded by Member Pace. Motion approved unanimously.

2. Approve the Comptroller's Report/Budget Performance Report for February 2009.

ADMINISTRATIVE AGENDA

3. Update from Marian Vassar, St. Patrick's Day Chair, regarding the 2009 St. Patrick's Day Event.

Marian Vassar said a financial report has been provided to the Board and a report of who her volunteers were will be completed at a later date. Clerk Whitgob, along with people in the audience, thanked Marian for a great job.

Member Pace moved to accept the report. Motion seconded by Clerk Whitgob. Motion passed unanimously.

4. Update from Karen Holmes, Easter Egg Hunt Chair, regarding the 2009 Easter Egg Hunt Event.

Member Holmes said this was a very successful event. There were at least 100 children present and parents were very grateful. Recycled easter eggs may be brought in to the Town offices.

Clerk Whitgob moved to receive the report. Motion seconded by Chair Williams. Motion approved unanimously.

5. Discussion and possible action to consider revision of the signed agreement between the Town of Genoa and Martha Williams to include Mrs. Williams' Peddler's Faire, held the same weekend as Candy Dance, as a part of the Town application for a Douglas County 2009 Outdoor Entertainment and Event Permit. Revision request is with regard to item #6 – Quality Standards whereby Peddler's Faire vendors are currently required to be juried as a part of the Town's Candy Dance jurying process. Request by Mrs. Williams is to not have Peddler's Faire vendor's juried.

Sheryl Gonzales said the Town Board and staff have worked with Martha Williams for the past year to reach a formal agreement that would include Mrs. Williams' Peddler's Faire held the same weekend as Candy Dance as a part of the Town's 2009 application for a Douglas County Outdoor Entertainment and Event Permit. Ms. Gonzales presented the Board with a historical summary of all meetings that have been held which brought the Town to the final agreement negotiated and approved at the January GTAB meeting. The agreement was signed by Mrs. Williams on January 14th.

Ms. Gonzales contacted Mrs. Williams on March 16th regarding the jurying committee and meetings that would be held to jury the Town's Candy Dance and Peddler's Faire vendors for this year. Mrs. Williams communicated to the Town staff that she was not going to honor that part of the agreement – item #6 – Quality Standards.

Ms. Gonzales reviewed the Quality Standards.

In response to questions by the Board, Ms. Gonzales said Mrs. Williams indicated to her that she had not agreed to this part of the agreement.

There was public discussion regarding the agreement and the negotiations of January.

Attorney Steve Handelin, of Rowe & Hales, the Town's attorneys, reviewed the possible repercussions of Mrs. Williams not complying with the agreement. Mr. Handelin continued to answer questions regarding this matter presented by members of the public.

There was discussion regarding the differences between the Town's agreement with Mrs. Williams and the one with Gilles LaGourgue. Ms. Gonzales said one item was Mr. LaGourgue's agreement extended beyond the one-year agreement, which is a condition that Mrs. Williams and Mrs. Stoll were not willing to accept.

Kathy Diehl, Chairperson of the Jurying Committee, reviewed the jurying process.

The Board continued with discussion. Clerk Whitgob said the main concern should be to protect the integrity of Candy Dance. Arbitration process was discussed.

Sheryl Gonzales reviewed the costs associated with the permit process.

Chair Williams said if this wasn't worked out for this year, the opportunity would most likely not come again for years.

Chair Williams moved to give Mrs. Williams essentially the same deal as Mr. LaGourgue in that they don't have to have their vendors juried this year and proceed from there. Motion died for lack of second.

Sheryl Gonzales reviewed options open to the Board.

There was discussion regarding the options.

Member Holmes moved that Mrs. Williams be held to the original agreement that she signed. Motion seconded by Clerk Whitgob.

There was a short discussion regarding the motion. Clerk Whitgob said he wished Mrs. Williams and Mrs. Stoll had been present at this meeting so they could discuss their reason(s) for not complying with the agreement.

Motion passed unanimously.

6. Discussion and possible action to consider revision of the signed agreement between the Town of Genoa and Phil Stoll to include Mrs. Stoll's Autumn Boutique event, held the same weekend as Candy Dance, as a part of the Town application for a Douglas County 2009 Outdoor Entertainment and Event Permit. Revision request is with regard to Item #6 – Quality Standards whereby. The Autumn Boutique vendors are currently required to be juried as a part of the Town's Candy Dance jurying process. Request by Mrs. Stoll is to not have the Autumn Boutique vendor's juried.

Sheryl Gonzales pointed out that the staff report on this item includes a copy of the cover letter sent outlining the agreement accepted and approved at the January GTAB meeting

Member Holmes moved that Mrs. Stoll be held to the original agreement that she signed. Motion seconded by Clerk Whitgob. Motion passed unanimously.

7. Discussion and possible action regarding resident requests to abandon 15 to 30 feet of Carson Street reducing the width of Carson Street from a 90 to a 60 foot right-of-way.

Sheryl Gonzales said residents on Carson Street are requesting a 15 to 30 abandonment in front of their properties. This would result in a 60-foot right of way, the minimum required by Douglas County, for its length from Main Street to the National Forest boundary. After review of the abandonment plan, the Town Engineer recommended approval as he does not anticipate any negative impact upon the Town. The process for this abandonment is being directed by the County who has directed Mr. Funk, who is making the request, to bring it to the Town Board as a part of his submittal to the County. Mr. Funk's request is attached to this item along with letters of support from East Fork Fire Captain Terry Taylor and Volunteer Fire Chief Bill Hutchison.

Ron Funk read his written request which is included in the Board's packet. Mr. Funk cited personal reasons why he and his wife, Ann, have decided to sell their property. He is applying for a 30 foot abandonment in front of their property. Mr. Funk's property is on the southern edge of Carson Street ending at the National Forest. The street has an 85 foot right-of-way from Main Street to Forest boundary. This was determined by several measurements taken in the last week – 85 feet is closer to the actual measurement than 90 feet. The Vasey's, on the south side of the street, are joining in this request

Mr. Funk reviewed the history of his property since it was purchased in 1981. When purchased the property had a half-circle driveway enclosing an area of native plants which extended outward to the 16-foot roadway.

The abandonment plan has been submitted to the County Development Review Committee and has received tentative approval from County Engineer Mahmood Azad.

Mr. Funk said the L.L. Hawkins Map of 1874 shows both Carson Street and Nixon Street to be about 90 wide. It is his understanding that Carson Street was 90 feet to allow for teams of

horses and oxen pulling wagons pulling loaded with lumber to turn around. Since wagons are no longer in use, the County is willing to consider narrowing its 90 foot right-of-way to 60 feet.

Mr. Fund continued that according to available Town records, there have been six abandonment requests from 1979 to 1991. Two were rejected, four were approved. There apparently been additional requests, however there are no records in Town files regarding the outcomes.

Mr. Funk requested the Town Board members to consider the following questions. If the answers to all questions is "no", then he suggests his request should be approved.

- Is the request unreasonable? No, our request is reasonable in that it is for a narrow strip of land that has not been sued by the public for many years. It would leave both a 60 foot right-of-way and existing roadway undisturbed;
- Would the abandonments impede passage of emergency vehicles on Carson Street? No, attached are letters from Bill Hutchison, Genoa Volunteer Fire Chief, and Capt. Terry Taylor, Fire Prevention Bureau of East For Fire and Paramedics District, saying the landscaping in front of our property would not impede fire/emergency vehicles.
- Would the abandonments inconvenience Genoans using Carson Street? No, the present width and alignment of the 16-foot roadway would not be changed.
- Would the abandonments adversely impact any adjacent neighbors? No, Dave and Arlene Cochran, whose property lies along the north side of Carson Street west of Genoa Street, approve the abandonment plan.

Last Saturday, Mr. Funk said he met with Chris Vasey, Rex Cleary and Randy Falcke to discuss the actual width of the street. After taking tape measurements from survey markers on Carson Street, they found a consistent width of about 85 feet. After subtracting the minimum County width of 60 feet from 85 feet, that leaves 25 feet, not 30. We are asking for 25 feet. Chris Vasey is asking for 15 feet. Based on the new measurement, Randy Falcke has withdrawn his request for abandonment

Mr. Funk distributed to the Board a statement entitled "Abandonments have No Value".

Resident Bill Donohoe requested Sheryl Gonzales read the following letter into the record: Dear Board Members. I wish to focus your attention to some aspects of this application not covered by Mr. Funk's cover letter.

1. Can the proposed abandonment benefit the Town? The simple fact is that the town owns this piece of land and it has a value. It also has value to the petitioners. *If* the town were to consider disposing of town lands it would seem fiscally irresponsible to merely give it away without some plan for compensation.
2. Will the proposed abandonment diminish the Towns overflow parking capabilities? Parking in Genoa is and always will be at a premium. There is always a need for excess parking facilities here in Genoa. If in the future the Commercial corridor is utilized as commercial rather than the residential as it is now there will most certainly be a call for more parking in the areas of development. Genoa needs to address parking in and about town and have a plan for its events as well as for the visiting public.

3. Will the proposed abandonment open the door to every Genoa property owner to request their own abandonment? The streets of Genoa are covered with the encroachments of property owners. One can hardly walk down any street in Genoa without seeing town right of way cluttered with some sort of encroachment. Whether it is trees, bushes or shrubs, fences, brick pillars or buildings it seems to be common place. In fact the town of Genoa owns a building that encroaches on the Cord Alley right of way. By his own admission Mr. Funk has been encroaching on the Carson street right of way for some years now. The fact that this encroachment has been going on for so long doesn't make it right or deserving of reward. I can see where many of the property owners with or without encroachments in town will want to seize on the opportunity to enhance their property given the chance. I for one would find it hard not to request an abandonment of Junction Alley seeming I have the only address on the road and it serves mainly as my driveway. I think you see my point.
4. What is the criterion for abandonment? The Town Manager Sheryl Gonzales has indicated on her Agenda Action Sheet for this item that she is in favor of approving the abandonment. What criteria were used to make this decision? How, as a board, are you going to make this and future decisions with regards to whom may or may not take advantage of abandonments? It would hardly seem fair to the rest of the town for you to make a decision as monumental as this without clear cut criterion.

These are questions that the Genoa Town Board needs to answer before ANY further abandonment take place. I am sure that any petitioner will feel justified and believe their requests have merit but the real questions are;

- Who benefits from this process?
- How will the Board deal with parking now and in the future?
- Who is entitled to an abandonment?
- How does the Board intend to justify this or any future abandonment within the town?

Without good answers to these policy questions any course but to deny would seem harebrained at best.

The fact that one believes that the request is not unreasonable, will not impede emergency vehicles and will not inconvenience their neighbors is not reason enough to grant any abandonment.

I would like to thank you in advance for your consideration in this matter.

Sincerely,

William J. Donohoe Jr.

cc: Douglas County Commissioners

Mr. Donohoe discussed points in his letter.

Resident Bill Brooks said there are some serious issues. First of all is the process. He asked the Community Development Department what are the steps in this process. He was advised that the application form first needs to be filled out and then there are certain times when they will accept applications for abandonment. An appointment is made for a pre-conference as the application is submitted. A check for \$1,815 is attached to the application. The application and supporting data is sent to the various department heads and then it would be sent to the Town.

Then it goes to the Planning Commission of Douglas County and ultimately to the Board of County Commissioners.

Mr. Brooks said Mr. Funk is presenting an unsigned memorandum to the Town Board. Mr. Brooks referred to the official Hawkins map and said he can ensure the Board that it has not shrunk. The map is an exact copy taken from the Douglas County archives. It says 1" equals 100'. If you use a ruler – Mr. Brooks respectfully disagrees with Mr. Funk - it comes out 80'. Mr. Brooks said he actually walked it and used a 200' tape, and it's 80' from rock wall to rock wall. Mr. Funk's request was 90' and then 85', Mr. Brooks, with some assurance, says 80'. Mr. Brooks presented photos which he says show no encroachments on Carson Street with the exception of Mr. Funk's landscaping.

Mr. Brooks continued. There are a couple of other issues. An abandonment request would over-turn a decades-old policy with a dangerous new precedent which will create a land-rush by other property owners wishing to avail themselves of the same opportunity. The Board will be hard-pressed to say no to others if this request is approved.

The next issue is it denigrates the Town's historic character. These streets were originally designed for 100', they are historical in nature. We sell our history.

The fourth issue is it exacerbates parking problems. Approximately 150 parking spaces will be lost. Mr. Brooks discussed the zoning of the town properties. In the future, as the Town evolves, there is insufficient parking on Main Street by County standards. We may have to use the side-streets as in Virginia City. Festivals and events require a considerable amount of parking. Mr. Brooks reviewed various events held in Town and the parking situations related to those events. Mr. Brooks referred to the proposed Cowboy Poetry and Music Festival and the number of parking spaces that would be needed for an estimated 1500 cars.

Mr. Brooks said Item 5 relates to public safety. Wider streets allow for better control of a conflagration on one block before it extends to another. First Street, Carson Street, Junction Alley, Candy Dance Lane are the only way around this Town and the north end of the County if US 395 and Main Street are closed. He described a "choke point" created because of past abandonments. They run from First Street to Nixon Street.

Mr. Brooks said the last point is there is no significant encroachment on Carson Street. He described the barn referred to in Mr. Funk's request as a lean-to shed built in the 1940's. If it does encroach, it is only a foot or two out of 80'. If there are no encroachments, it should be concluded that Mr. Funk had the landscaping done without the knowledge or consent of this Board. It is his opinion, that if the Funk's wish to claim the right of way, they need to keep in mind this was their unilateral action. It is his conclusion that if there is no encroachment there is no necessity to abandon and the request is based on greed. Rescinding a long-time policy on abandonment, again, will cost 150 parking spaces and based on an analysis that was done, Mr. Funk will receive 6,000 sq feet. That value at \$20 a square foot, is about \$120,000. The Vasey's would get 5,625 sq feet, that's \$112,500. Mr. Falcke – who has withdrawn his request - would have received 7,500 sq feet at about \$150,000 in value. Ms. Casteel will receive 2,800

sq feet at about \$56,000. Mr. Brooks indicated that was approximately ½ million dollars the Town is giving away. He suggested that the Board say no to the request.

Resident Sue Knight said she hopes the Board chooses not to recommend the abandonment. She feels it would be really short-sighted for reasons previously stated.

Resident Chris Vasey discussed reasons for his participation in the request for abandonment. In particular, the barn and rock wall previously discussed are important to keep. These structures are historical and his biggest concern. There are easements for utility companies which automatically takes 3 feet out of the proposed 15 feet. He feels there are a lot of questionable statements regarding measurements.

Resident Randy Falcke said by granting the abandonment the Town would not be losing any existing parking spaces. What is existing on Carson Street now would still be available. The only thing the Town would give up would be the right to clear-out landscaping from Genoa Street and create parking.

Ron Funk said he discussed the process for the abandonment met with the County Engineer. Mr. Funk understood that he was to get approval from the Town Board. He will be filing the application and paying the required fee to the County.

The Board members discussed Mr. Funk's request. There were concerns about the procedure and the value issue, and that not enough information had been presented. Chairperson Williams felt the Funks should begin the formal process.

Clerk Whitgob moved that Mr. and Mrs. Funk file a formal application with the County and that all issues of parking, health and safety, and welfare be answered and then come back to the Town Board for final review. Motion seconded by Member Pace. Motion passed unanimously.

8. Discussion and possible action on the Tentative parcel Map Applications for Trimmer Peak and Ranch #1 Heritage Subdivision including the following: 1) Establishing six residential parcels, while preserving 3 large parcels that will be placed in a conservation easement. Two of the proposed residential parcels will be occupied by existing homes which would result in a total of four new developable home sites; 2) Annexation o some or all of the parcels created from APN 1319-009-702-007; 3) Variance for road material and private road; 4) Variance to road elevation; and 5) Variance to Genoa Lane Foothill right-of-way.

Sheryl Gonzales said on February 3, 2009, tentative parcel map applications for the proposed Trimmer Peak and Ranch #1 Ranch Heritage Subdivision located on the eastern/southeast portion of the Town of Genoa were received. Lumos and Associates, Inc. are conducting the engineering and planning work for the Trimmer Peak and Ranch #1 owners. The proposed parceling will create six residential parcels ranging in size from 1.03 acres to 5 acres, while preserving 3 large parcels that will be placed in a conservation easement to perpetuate the existing agriculture nature of the property. Two of the proposed residential parcels will be

occupied by existing homes; therefore, the division of the parcels essentially creates a total of four new developable home sites. The parceling is being conducted under the County Ranch Heritage ordinance. The newly created parcels cannot be further divided.

Town Engineer Tim Russell reviewed the application. Audra Miller from Lumos and Associates, discussed the project.

There was discussion regarding the project.

Clerk Whitgob moved to approve the Tentative Maps for both Land Division Application 09-005 and Land Division Application 09-006 including the following:

- a. Any parcels created from parcel APN 1319-009-702-007 be annexed into the Town of Genoa;
- b. Approve the variance for road material and private road;
- c. Approve the variance to road elevation;
- d. Approve a variance to Genoa Lane Foothill right of way in exchange for an easement along Foothill Road portion of the property to allow for the construction of a future pedestrian/multi-use type trail between the Town and Walley's Resort

Motion seconded by Member Holmes. Motion passed unanimously.

9. Discussion and possible action to approve a contract with Geocon Consultants, Inc. for a road investigation of selected unpaved streets within the Town of Genoa.

Sheryl Gonzales stated each year the Town grades and reshapes the dirt roads within the Town boundaries, including the application of recycle base. Town engineer, Tim Russell, is recommending to the Town that an investigation of selected unpaved streets with the Town be completed. The purpose of the investigation is to determine the thickness of existing gravel and/or aggregate base section and the engineering characteristics of the underlying sub grade soils. A final report from Geocon Consultants, Inc. will be presented in a brief letter-report that contains a site map, the logs of the core samples taken, laboratory test results, and preliminary pavement section calculations. The result of this process will determine the need for the additional recycle base as a part of the annual road maintenance project. Also to research the variety of alternatives for the roads that can potentially save the Town \$250,000 to \$320,000 over a 20-year road life, which would be \$12,500 to \$16,000 year savings.

There was short discussion regarding the road maintenance project. There was discussion about possible alternative road materials.

Member Holmes moved to approve the contract with Geocon Consultants, Inc. for a pavement investigation of selected unpaved streets within the Town of Genoa to not exceed \$3,500. Motion seconded by Clerk Whitgob and passed unanimously.

10. Discussion and possible action to award the Town of Genoa's 2009 Road Improvement Project to A & a Construction, Inc.

Sheryl Gonzales said each year the Town grades and reshapes the dirt roads within the Town boundaries. The Town engineer, Tim Russell, initiated an informal bid process on to which five bids for the project were received and opened on March 17, 2009. A & A Construction, Inc. is being recommended to be awarded the project, for a total to not exceed \$19,198.80. The bid price includes a \$4,000 force account, which is essentially a contingency fund for the project. Also supplied with the bid is the option for a second application of magnesium chloride later in the year (2-3 weeks before Candy Dance) to ensure the roads are dust free. Attached is the proposal analysis completed by Mr. Russell with his award recommendation for A & A Construction, Inc. The contract package will include General Conditions of the Contract.

Member Pace moved to approve the construction bid and contract with A & A Construction, Inc. to not exceed \$19,134.68 for the 2009 Road Improvement Project. Motion seconded by Clerk Whitgob. Motion passed unanimously.

11. Discussion and possible action regarding use of Douglas County funding which includes contractual services for grant writing, Town building repairs, and a new event slated for April 2010, the Cowboy Poetry and Music Festival.

Sheryl Gonzales said in May of 2008, County Manager, T. Michael Brown approached the Towns of Minden, Gardnerville, and Genoa on behalf of the County Board of Commissioners to provide \$50,000 each year for a total of two years for economic promotion and sustainability. Mr. Brown requested that these funds be applied for by the Towns with proposals of programs on how the funds could be utilized for its purpose. The Town Manager has met with a citizens' committee over the last three months (Jan. 28, Feb. 12, March 18) to discuss programs to submit to the Town Board for consideration. Several programs/projects were considered that included a community business assessment, grant writing, marketing and special events. Two goals of the discussions included economically promoting and supporting the Town as well as the business with these funds. The Nevada Rural Development Council is conducting a community assessment including the Valley and all County Towns. The data from this report will be provided to the Town and it is being recommended not to conduct a separate assessment, which would duplicate these efforts, funded by the County. As a result of these meetings, recommendations on how to utilize the funds include the following programs:

- a. Contract with Grant Writers - Two grant writers are being recommended for a cost to not exceed \$15,000 or \$7,500 for each of the two grant writers for the fiscal year.

Resource Concepts, Inc. has provided a proposal to provide grant-writing services under the current Town Engineer contract. Grant services would include locating, applying for grants and the management of grants that would provide funds for Town infrastructure projects such as the undergrounding of utility wires, street lights, and the

completion of the Town's Storm Water Master Plan. The hourly rate is \$120/hour. See attachments

Theresa Chipp who would provide grant writing services on a contractual basis for historic preservation, marketing, and tourism. Grant services would include locating, applying for grants and when appropriate management of grants that would provide funds for the Town as a destination location as well as funds that would help with maintenance and renovation of the Town's historic buildings. The hourly rate is \$45/hour.

b. Town Building Repairs – Utilize \$20,000 towards the repair of the Town Church foundation. The Church is utilized for facility rental and seasonal programs. Applying for these funds to be utilized for this purpose would ensure the Church is in good condition for ongoing rentals and community usage. The Town has set aside \$20,000 in the 2009-10 #624 Construction Reserve Account.

c. Cowboy Poetry and Music Festival – This event is being proposed as another revenue stream for the Town as well as promoting the Town as a destination location, supporting the businesses. The Carson Valley Arts Council is willing to be a co-sponsor of the event which would occur April 23 – 25, 2009. This weekend is National Cowboy Poetry Weekend. It is being recommended that \$15,000 of the \$50,000 be utilized for the event. A program proposal is attached for review and consideration of this event.

Sheryl Gonzales reviewed the grant writing services that would be provided and the Church repairs that are needed.

Ms. Gonzales introduced Theresa Chipp, representing the Carson Valley Arts Council who have agreed to co-sponsor the proposed Cowboy Poetry and Music Festival. Ms. Chipp reviewed two scenarios for the festival.

There was discussion regarding the funding and the proposed events.

Member Pace moved to approve the recommendation to the Douglas County Commissioners to obtain \$50,000 of a 2-year \$100,000 financial commitment from the County to the Town to be utilized for economic promotion and sustainability which includes contractual grant writing services, Town building repairs, and a new event the Cowboy Poetry and Music Festival, slated for April 2010. Motion seconded by Member Holmes. Motion passed unanimously.

12. Discussion and possible action for a Community Beautification Program.

Sheryl Gonzales said as a part of the Strategic Planning Process, beautification of the Town was a high priority. It is identified in Goal 3B: Strengthen Historic Beautification Program under Strategic Direction #3 – Promoting and Supporting a Unique Sense of Place. Board member Dave Whitgob, and resident Randy Falcke are proposing the initiation of the program.

To date, plans include the development of a resident letter that would be mailed to every Genoa resident inviting their participation either as a recipient or contributor to the program.

Member Whitgob moved to approve a Community Beautification Program that provides volunteer support for the beautification of private property such as businesses and gateways to Genoa as well as public property. Motion seconded by Chair Williams and passed unanimously.

13. Discussion and possible action to adopt the tentative fiscal year 2009-10 Town of Genoa's budget, including the Operational Fund, Ad Valorem Capital Projects Fund, and Construction Reserve Fund.

Sheryl Gonzales said on March 24, 2009, the Genoa Town Advisory Board held a budget workshop to discuss the Town's Operational Fund, Ad Valorem Capital Projects fund, and Capital Projects fund. The Board reviewed and discussed the proposed budget for FY 2009-10, providing direction as reflected in the attached staff report. The tentative budget is presented to the Town Board for approval.

There was a short discussion regarding the budget.

Member Holmes moved to approve the tentative budget for FY 2009-10 for the Town of Genoa. Motion seconded by Clerk Whitgob. Motion passed unanimously.

14. Discussion and possible action regarding review and modification of the Town's Policies and Procedures.

Sheryl Gonzales stated the Town's Policies and Procedures have an annual sunset clause and are to be reviewed each year and, if there are changes, retained until changes to the policies have been approved. At the February 3, 2009, GTAB meeting the Board reviewed the Policies and Procedures and approved them with revisions. The Policies were brought to the Town Board for their regular March meeting as a consent item for final approval with the revisions from the February 3, 2009 meeting. Board Member Pace requested continuing the item for the April GTAB meeting in order to include the following policy in Section I – Rules of Order, I.A.6 – GTAB Approved Actions for County Board of Commissioners. It reads as follows:

“GTAB Approved Actions for County Board of Commissioners – Town manager will present pertinent GTAB approved actions to Douglas County Board of Commissioners as agenda for their next meeting. Town Manager (and Board Chair when requested) will attend and speak for the item.”

Member Pace moved to approve the Policies and Procedures that include an addition in Section I – Rules of Order – I.A. 6 – GTAB Approved Actions for County Board of Commissioners. Motion seconded by Clerk Whitgob and passed unanimously.

ADJOURNMENT

Member Holmes moved to adjourn the meeting at 10:45 PM. Motion seconded by Clerk Whitgob and passed unanimously.

Respectfully submitted,
Kris Wilkison