



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, January 4, 2017, at 1602 Esmeralda Avenue, Minden, Nevada.

NOTICE: NRS 237: The Minden Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237.030 et seq. with respect to items on the Board's agenda. This includes, without limitation, the conclusion that each rule, ordinance, or regulation which is on the Board's agenda is without direct and significant economic burden on a business or direct restriction on the formation, operation, or expansion of a business; and that each rule, ordinance, or regulation which is on the Board's agenda for which a BIS has *not* been prepared does not impose a direct and significant economic impact on a business or a direct restriction on the formation, operation, or expansion of a business.

NOTICE: to persons with disabilities: Reasonable efforts will be made to assist and accommodate individuals with disabilities desiring to attend the meeting. Please contact the Minden Town Office in writing at 1604 Esmeralda Avenue in Minden, Nevada or call 775-782-5976 in advance of the meeting, preferably at least 24 hours prior to the meeting, so that the arrangements may be conveniently made.

NOTICE: Items on the Agenda may be taken out of order. The Minden Town Board may combine two or more agenda items for consideration. The Minden Town Board may at any time remove an item from the agenda or delay discussion relating to an item on the agenda. Any restrictions imposed by the Board or its chair on public comment must be reasonable and may restrict time, place and manner of comments but may not restrict comments based on viewpoint.

Rachel Hamer, Town of Minden Secretary posted copies of this notice and agenda at 8:30 a.m. on the third working day, December 29, 2016, before the meeting at the following locations: Minden Administration Office, 1604 Esmeralda Avenue, Suite 101, Minden, NV 89423; Minden Post Office, 1640 US Hwy 395, Minden, NV 89423; Douglas County Administrative Building, 1616 8th Street, Minden, NV 89423; and CVIC Hall bulletin board, 1602 Esmeralda Ave, Minden, NV 89423.

Signed:  : Rachel Hamer, Secretary.

Copies of supporting material may be requested from Rachel Hamer, Secretary, at 1604 Esmeralda Avenue, Minden, Nevada; by mail addressed to Ms. Hamer addressed to at the Minden Town Office; by phone at (775) 782-5976 or by email at rhamer@douglasnv.us. Copies of supporting material are available to the public at the Town Office, on the Town's website, www.townofminden.com, and at the meeting on the date and place listed above.

5:30 P.M. CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: Discussion may be limited to three minutes per person at the discretion of the Chair. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

APPROVAL OF AGENDA

APPROVAL OF MINUTES:

December 7, 2016, Board Meeting

ACKNOWLEDGEMENT OF GIFTS

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BOARD MEMBER REPORTS: Items on the Administrative Agenda will not be discussed during Board Member committee reports. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. Discussion may include a report on activities of committees or general information of interest to the Board.

- Chairman Bill Souigny- Board Member Committee Assignments

CONSENT AGENDA FOR POSSIBLE ACTION: Items may be moved to or from the Consent Agenda at the beginning of the Board meeting during the Approval of the Consent Agenda. Items on the Consent Agenda may be voted on in a block, i.e., with one motion on all those items, one second to the motion, and one vote by the Board members. Items removed from the Consent Agenda will be heard immediately following the Consent Agenda in the order in which they appear in the Consent Agenda.

1. Approval of the December 2016 financial report including claims paid November 25, 2017 through December 22, 2016 for fiscal year 2017.
2. Approval of a request by the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') on July 8, 2017. Approval of this request would include waiving fees associated with street closure and use of the CVIC Hall Kitchen on July 7th and 8th, and providing Town Staff support for the event. Town approval will also include closure of 5th Street from Mono Avenue to Esmeralda Avenue and Mono Avenue between 5th Street and 6th Street from 6:00 a.m. to 9:00 p.m. Saturday July 8, 2017.

ADMINISTRATIVE AGENDA: The following item(s) are scheduled for public hearing. At the beginning of each item, the Chairman will call the item. Normally, the applicant and/or their representatives are permitted to speak first, and then Town Staff may present a summary of the staff report and recommendation, including any updated information received by the Town after the reports were distributed. Next, Board discussion, and then the Chairman will open the hearing to public comment. For items on which action is to be taken, the Chairman will close the hearing of public comment before a motion is made and a vote is taken. The Chairman has the right to establish reasonable time limits for comments and to allow for rebuttal comments.

1. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to recommend to Douglas County that the Transportation Plan be revised to designate the extension of Ironwood Drive as a local road. Possible action may also include directing staff to provide a letter of support on behalf of the Town Board of the goals and vision of the Family Support Council and the Dean Seeman Foundation in a format acceptable to Town Counsel. Appearance by Steve Decker, Executive Director of the Family Support Council and Judy Keele, Trustee of the Dean Seeman Foundation. **Public comment.**
2. Not for possible action: Presentation by Main Street Minden to the Minden Town Board on the financial status, overall progress to date, and future plans of the Main Street Minden Program. Appearance by Connie Billington, Executive Director, Main Street Minden.
3. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in and around Minden Park. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. **Public comment.**

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4. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in planters and tree-wells along Esmeralda Avenue between 5th Street and 4th Street. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. **Public comment.**
5. For possible action: Discussion and possible action to provide direction to Town Staff regarding the possible expansion of the Minden Park Gazebo project to include all of Minden Park and all or portions of 5th Street. Possible action may include directing staff to put together a conceptual design for a courtyard expansion of the Park to include, but not be limited to, permanent/ semi-permanent closing of all or portions of 5th Street. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
6. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff to create a pilot curbside recycling program in coordination with Douglas Disposal and the Town of Gardnerville in a select neighborhood of the Town of Minden. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
7. For possible action: Discussion and possible action to review and adopt, adopt with conditions, continue or deny the revised Town of Minden Public Works Department Employee Clothing Policy. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
8. For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager, and JD Frisby, Superintendent of Public Works. **Public comment.**
9. For possible action: Discussion and possible action to provide direction to Town Staff regarding Town Staff report on a bill(s) or bill draft request(s) (“BDR”) listed on the Nevada Legislature website (<http://www.leg.state.nv.us/Session/79th2017/>) for the 79th (2017) Nevada Legislative which may affect the Town of Minden or its Board. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

PUBLIC COMMENT: Final period of public comment to allow public comment on any matter within the Town Board’s jurisdiction, control, or advisory power. Discussion may be limited to three minutes per person at the discretion of the Chair. No action may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

ADJOURNMENT