



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, July 5, 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, June 29, 2017, 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 8<sup>th</sup> 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](mailto:rhamer@douglasnv.us). Copies of supporting material are available to the public at the Town Office, on the Town's website, [www.townofminden.com](http://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:**

June 7, 2017, Board Meeting

June 19, 2017, Special Meeting

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**ACKNOWLEDGEMENT OF GIFTS:**

Carson Valley Inn, 4<sup>th</sup> of July Donation

Model Dairy, 4<sup>th</sup> of July Donation

Carson Valley Lions Club, tree for Minden Park

**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.

**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 June 2017 financial report including claims paid May 26, 2017 through June 22, 2017 for Fiscal Year 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 by Bently Enterprises, LLC, formerly known as Bently Nevada Corporation, to change the customer class and water service rate for irrigation water to Ferris Park, formerly known as Bently Science Park, from "Commercial Out of Area" to the Minden Wholesale rate effective April 26, 2017. Appearance by Jeff Jarboe, Chief Financial Officer, Bently Enterprises, LLC. **Public comment.**
2. For possible action: Discussion and possible action to recommend to Douglas County approval, approval with conditions, continue or denial of Development Application DA 17-050, a Major Design Review Application to convert an existing building located at 1681 Lucerne Street in Minden previously used as a grocery store to a church, APN 1320-30-714-016. Appearance by James Leo Kruger of Valley Christian Fellowship. **Public comment.**
3. For possible action: Discussion and possible action to formally accept, accept with conditions, continue or deny water system improvements for Heybourne Meadows Phase IIC, formally known as the Ranch at Gardnerville Phase IIC. Appearance by Rob Anderson, Principal Engineer, RO Anderson Engineering. **Public comment.**

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4. 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. **Public comment.**
5. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Main Street Minden to provide a credit of \$1,752 for street closure events, use of the CVIC Hall, and/or Minden Park due to the displacement of Main Street Minden program for three months while repairs were made to suite 201. Possible action may include waiving the 30 days noticing requirement pursuant to the lease agreement with Main Street Minden at a value of \$438. Appearance by Connie Billington, Executive Director, Main Street Minden. **Public comment.**
6. For possible action: Discussion and possible action to review and accept, accept with conditions, continue or deny the final draft of the 2017 Water System Analysis prepared by Sunrise Engineering. Appearance by JD Frisby, Minden Superintendent of Public Works. **Public comment.**
7. For possible action: Discussion and possible action to review and provide additional input to Douglas County regarding the 2017 Master Plan update and recommend new/amended goals, new/amended actions, or new/amended text as it pertains to the Minden/Gardnerville Community Plan and the Land Use Element of the Master Plan. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
8. For possible action: Discussion and possible action to recommend to Douglas County approval, approval with conditions, continue or denial of the following proposed Master Plan Map Amendments (DA 17-028) in the Minden Community Plan:
  - a. from Commercial to Multi-Family Residential and a Zoning Map Amendment from MUC (Mixed-Use Commercial) to MFR (Multi-Family Residential) for Duane Deverill (TOM-MPA-2017-01). 1701 and 1709 Monte Vista Avenue (APNs 1320-30-611-006 and 007). Appearance by Keith Rueben, Director of Planning, RO Anderson Engineering. **Public comment.**
  - b. from Commercial to Multi-Family Residential and a Zoning Map Amendment from TC (Tourist Commercial) and NC (Neighborhood Commercial) to MFR (Multi-Family Residential) for And Away They Go, LLC (TOM-MPA-2017-02), (APNs 1320-30-702-026, 027, 028, and 029). Appearance by Keith Rueben, Director of Planning, RO Anderson Engineering. **Public comment.**
  - c. from Commercial to Multi-Family Residential and a Zoning Map Amendment from GC (General Commercial) to MFR (Multi-Family Residential) for Bill and Paige Shaw(TOM-MPA-2017-03). 1538 Mono Avenue (APN 1320-32-111-032). Appearance by a representative on behalf of the applicants. **Public comment.**
  - d. from Commercial to Multi-Family Residential and a Zoning Map Amendment from SFR 1 (Single Family Residential 1 acre) to MFR (Multi-Family Residential) for Hellwinkel Family LLC (TOM-MPA-2017-04). 1691 County Road (APNs 1320-30-802-008). Appearance by Robert Hellwinkel, Hellwinkel Family LLC. **Public comment.**

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9. 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.**

**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**