

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 03-22-2010

TO: Town Board

FROM: William Kohbarger, Town Manager
Michael Sullivan, Finance Director

DATE: March 11, 2011

RE: Discussion and Possible Decision of Resolution 2011-05, designating Daniel C. McArthur to the Nevada Department of Taxation as the Town of Pahrump external auditor for Fiscal Year 2010-2011 and approving his Engagement Letter dated March 10, 2011 in an amount not to exceed \$22,700 budgeted and payable from the General Fund.

1.) Background

Each year in March, the Town Board is required by the Nevada Department of Taxation to designate who will serve as the external auditor for the current fiscal year.

Dan McArthur has served as the Town's external auditor since 1995, and has done an outstanding job assisting the Town each year. By statute, our books of original entry are maintained by Nye County. Since Dan McArthur also serves as the County's external auditor, it has been advantageous to utilize his services for both efficiency and cost reasons. His fee per the attached engagement letter remains as it was for both the FY09 and FY10 audits at \$22,700. We believe his experience and continuity are valued by both the staff and Town Board.

2.) Fiscal Impact

There currently are sufficient funds available and budgeted in the General Fund to make the payments per the engagement letter attached in an amount not to exceed \$22,700.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve, by the attached Resolution 2011-05, the engagement letter and designation of Daniel C. McArthur as the Town's external auditor for Fiscal Year 2010-2011; and that the Town Board further directs the Town Manager to file this Resolution with the Department of Taxation and execute the engagement letter agreement for a fee not to exceed \$22,700.*

If you have any additional questions, I would be happy to answer them.

**RESOLUTION NO. 2011 - 05
TOWN OF PAHRUMP, NEVADA**

**A RESOLUTION DESIGNATING DANIEL C. MCARTHUR LTD AS THE
TOWN'S EXTERNAL AUDITOR FOR THE FISCAL YEAR 2010-2011 AND
APPROVING THE PROPOSED AUDIT ENGAGEMENT LETTER.**

WHEREAS, the Town is required annually by the Nevada Department of Taxation to designate an external auditor to prepare and submit an independent audit of its financial statements; and

WHEREAS, the Certified Public Accounting firm of Daniel C. McArthur, Ltd., has proposed to conduct that audit in accordance with generally accepted accounting and auditing standards and practices, and to render an opinion as to the presentation of the Towns financial statements pursuant to an engagement letter dated March 10, 2011 and which is attached and made part of this resolution by reference; and

WHEREAS, the fee and expenses for the audit services outlined and proposed is an amount not to exceed \$22,700; now

THEREFORE, BE IT RESOLVED:

SECTION 1. The Town Board of Pahrump approves the designation and appointment of the Certified Public Accounting firm of Daniel C. McArthur, Ltd., as the Town external auditor for the fiscal year 2010-2011.

SECTION 2. Additionally the Town Board of Pahrump accepts and approves the terms and fees per the Audit Engagement Letter of Daniel C. McArthur CPA Ltd dated as of March 10, 2011.

Approved and adopted this _____ day of _____, 2011

Motion proposed by Town Board Member: _____

Motion seconded by Town Board Member: _____

AYES: _____ NAYS: _____

ATTEST:

Michael Darby
Town Board Chairperson

Carolene Endersby
Town Board Clerk

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 03-22-2010

(ATTACHMENT A – RESOLUTION NO. 2011 -05)

DANIEL C. McARTHUR, LTD.
Certified Public Accountant

Quail Park III • 501 So. Rancho Dr., Ste. E-30 • Las Vegas, NV 89106 • (702) 385-1899 • FAX (702) 385-9619

March 10, 2011

Town of Pahrump
400 North, Highway 160
Pahrump, Nevada 89048

We are pleased to confirm our understanding of the services we are to provide Town of Pahrump (the Town) for the year ended June 30, 2011. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the Town of Pahrump as of and for the year ended June 30, 2011. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town's basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operation, economic or historical context. As part of our engagement, we will apply certain limited procedures to the Town of Pahrump's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

Supplementary information other than RSI also accompanies the town's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1) Schedule of unfunded other post employment benefits.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations. You are also responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported supplementary information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as an auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 03-22-2010

**(ATTACHMENT B – ENGAGEMENT LETTER FOR DANIEL C. MCARTHUR,
LTD FOR FY11 AUDIT.)**

AGENDA ITEM REQUEST

Requests and backup **must** be in the Town Office by **Noon, Wednesday** of the week **preceding the Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED
3/4/2011

DATE OF DESIRED BOARD MEETING
3/22/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve One of the following three (03) Options Pertaining to the Next Step of the Last Chance Park Development: Option 1, Proceed with the Mitigation of location #1 (Bell Vista @ Bannavitch) not to exceed \$10,000.00, or Option 2, Start the Process to Investigate location #2 (Bannavitch @ Simkins Road) and location #3 (SR 160) or Option 3, Discontinue the entire Project.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

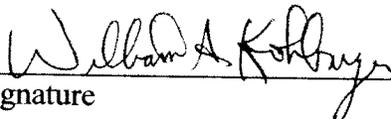
See attached backup.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Town Manager

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

#15

TB MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 03-22-2011

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager

DATE: September 14, 2010

RE: **Discussion and Possible Decision** to Approve One of the following three (03) Options Pertaining to the Next Step of the Last Chance Park Development: Option 1, Proceed with the Mitigation of location #1 (Bell Vista @ Bannavitch) not to exceed \$10,000.00, or Option 2, Start the Process to Investigate location #2 (Bannavitch @ Simkins Road) and location #3 (SR 160) or Option 3, Discontinue the entire Project. (Action Item)

1.) BACKGROUND

In December 2009 the Town submitted an R&PP Lease application to the BLM for the creation of Last Chance Park. This Town Board-approved application was submitted after numerous meetings and workshops with Pahrump Citizens, Town/BLM/National Park Service Officials and Park Landscape Architects to create and design Last Chance Park. The aforementioned meetings took place over a time period of 18-months.

In April 2010, Town staff received notice from the BLM that a BLM Archeologist located a "Prehistoric Lithic Scatter" on a portion of the 10-acre parcel the Town submitted as Phase 1. After conferring with the BLM staff it was determined that the Town would either have to mitigate the property, move Phase 1 of Last Chance Park to another location or discontinue the project.

On September 14, 2010, the Town Board approved Option #4 Pertaining to the Next Step of the Last Chance Park Development, which was: Avoidance (BLM) No cost to the town but will further Delay Project up to 150 Days. That avoidance has been completed. (See attached letter from Mark R. Spencer, Pahrump Field Manager)

The Town now has three courses of action if can take upon receiving the above mentioned letter from Mr. Spencer. Those courses are as follows:

1. Proceed with the Mitigation of location #1 (Bell Vista @ Bannavitch) not to exceed \$10,000.00
2. Start the Process to Investigate location #2 (Bannavitch @ Simkins Road) and location #3 (SR 160)
3. Discontinue the entire Project.

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MEETING DATE: 03-22-2011

2.) Fiscal Impact

The fiscal impact of Option #1 is \$10,000.00. The fiscal impacts for Option #2, investigating locations #2 or #3 are undetermined at this time. There is no fiscal impact for Option #3. The funds for this expenditure will be obtained from the Park Impact Fees fund.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve Option #1, Proceed with the Mitigation of location #1 (Bell Vista @ Bannavitch) not to exceed \$10,000.00* for the following reason(s):

1. The Citizens around the Last Chance area have worked very hard and spent many hours to get this project moving forward.
2. The funds will come from the Park Impact Fees (Creating a new park) and not from the General Fund.

If you have any additional questions, we would be happy to answer them.



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Southern Nevada District

Pahrump Field Office

4701 N. Torrey Pines Drive

Las Vegas, NV 89130

<http://www.blm.gov/nv/st/en/fo/lvfo.1.html>



In Reply Refer To:
1050 (NVS0300)

Mr. William A. Kohbarger
Pahrump Town Manager
400 N. Hwy 160
Pahrump, NV 89060

Dear Mr. Kohbarger:

This is to confirm our discussion at our last meeting regarding the proposed Last Chance Park and needed cultural resource mitigation. In order to proceed with a Recreation and Public Purposes Act (R&PP) lease for the 10-acre site in Pahrump, one archaeological site will need to be mitigated prior to any lease approval or action. At the request of the Pahrump Town Board and a subsequent field review of the site, a professional archaeological contractor (HRA, Inc. Conservation Archaeology), estimated that the mitigation for cultural resources that are present within the parcel would be about \$10,000. This is a reasonable cost as this mitigation would include an intensive recording of the site, writing an Historic Property Treatment Plan for submission to the BLM and to the Nevada State Historic Preservation Office, data recovery through surface collection and excavation, artifact analysis, and preparation of a report for submission to the BLM. This work would be overseen and reviewed by a BLM archaeologist. (Please note that this does not include other fees such as for tortoise mitigation.)

In an effort to assist in off-setting the costs of creating the trailhead, the BLM has placed a special budget request for 2012 for the mitigation funding, however, this is competitive funding based on BLM-wide national priorities. The only other option is for the town to consider funding the required mitigation stated above, or consider another site that would not require this type of mitigation.

We are committed to working with you and the town to help develop this type of community park, including continuing to explore all options. If you have any questions, you may reach me at (702) 515-5042.

Sincerely,


Mark R Spencer
Pahrump Field Manager

TB MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 09-14-2010

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager

DATE: September 14, 2010

RE: **Discussion and Possible Decision** on approving One of the Following Five (5) Options Pertaining to the Next Step of the Last Chance Park Development: Option 1, Investigate and Recovery – Estimated Cost “Open Ended”: Option 2, Investigation and Avoidance – Estimated Cost \$10,000 to \$15,000; Option 3, Avoidance (Town) – Estimated Cost \$7,000; Option 4, Avoidance (BLM) No cost to the town but will further Delay Project up to 150 Days; and Option 5, Discontinue the Project. (Action)

1.) BACKGROUND

December, 2009 the Town submitted an R&PP Lease application to the BLM for the creation of Last Chance Park. This Town Board-approved application was submitted after numerous meetings and workshops with Pahrump Citizens, Town/BLM/National Park Service Officials and Park Landscape Architects to create and design Last Chance Park. The aforementioned meetings took place over a time period of 18-months.

In April 2010, Town staff received notice from the BLM that a BLM Archeologist located a “Prehistoric Lithic Scatter” on a portion of the 10-acre parcel the Town submitted as Phase 1. After conferring with the BLM staff it was determined that the Town would either have to mitigate the property, move Phase 1 of Last Chance Park to another location or discontinue the project.

The Town then contacted our consultant, MaryEllen Giampaoli and requested her do research on how the Town could tackle this issue. Ms. Giampaoli contacted a local Archeologist and both of them contacted the BLM to see just how much mitigation would be needed and what the estimated cost to the Town would be, plus review all other avenues the Town may have in dealing with this issue. (See attached e-mail from Ms. Giampaoli RE: LCP Archaeology Issues and Alternatives Dated: 08/30/10, that details the procedures and costs)

Ms. Giampaoli outlined three options for the Town. Then in meeting with the BLM, the BLM added two more options to the overall picture. Those options are as follows:

1. Investigation and recovery: To completely mitigate the site (make it "go away") there will be three main steps
2. Investigation and avoidance: The Town could argue that the park is an open space and that

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TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 09-14-2010

- avoided buried features would be a better alternative than excavation.
3. Avoidance (Town): The issue may be avoided completely if the proposed site is moved to a different location along Bell Vista.
 4. Avoidance (BLM): No cost to the Town but will further Delay Project up to 150 Days
 5. Discontinue the Project

2.) Fiscal Impact

The fiscal impact ranges from hundreds of thousands of dollars down to nothing. See aforementioned attached e-mail from Ms. Giampaoli RE: LCP Archaeology Issues and Alternatives Dated: 08/30/10, that details the procedures and costs.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve Option #4, Avoidance (BLM)*.

If you have any additional questions, I would be happy to answer them.

**MEMO
TOWN OF PAHRUMP
AGENDA ITEM UPDATE
MEETING DATE: October 13, 2009**

TO: Town Board

FROM: William A. Kohbarger, Town Manager

DATE: Thursday, November 05, 2009

RE: **Discussion and possible decision** on selecting a location from three (3) options submitted from the Last Chance Design Workshop for the building of Phase I of the Last Chance Park Project. (Action)

1.) Background

Realizing the unique opportunity to help shape a cornerstone of the Pahrump landscape, residents and agency staff have joined hands in an effort to create Last Chance Park.

Located in the northwest area of Pahrump, the Town, in cooperation with the BLM, US Forest Service, Pahrump Chamber of Commerce, Town's Public Lands Advisory Board, American Society of Landscape Architects and National Park Service's Rivers, Trails and Conservation Assistance Program is creating an Equestrian & Hiking Park. Last Chance Park will be built in phases over time, with Phase I consisting of 10-acres. The vision for these 10-acres is a large parking lot, men's & women's restroom facilities, and four or five trailheads.

The Town sponsored two (02) events for citizens to come in and present their viewpoints. A Community Open House was held on September 29, 2009 and a Design Workshop Presentation was conducted on October 25, 2009. During these meetings three (03) location options (see attached) were chosen to place the 10-acre site and Landscape Architects were brought in to design what each site might look like.

The Town Board along with staff and Town consultant took a field trip to all three (03) site options on November 03, 2009.

The Town Board now has the task of choosing which of the three (03) location options the Park will be constructed on. Once the site is chosen, the Town will work in-conjunction with the BLM to apply for an R&PP Lease (Recreation & Public Purposes). Once the Lease has been approved, the Town will move forward with the construction of the site.

2.) Fiscal Impact

The fiscal impact will be approximately \$50,000.00. These funds have already been budgeted.

3.) Town Manager Recommendation and Board Action Requested

Staff has no recommendations at this time as to which option would be the best.

If you have any additional questions, I would be happy to answer them.

AGENDA ITEM REQUEST

Requests and backup **must** be in the Town Office by **Noon, Wednesday** of the week **preceding the Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
3/4/2011	3/22/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Discussion and Possible Decision to Approve Resolution 2011-04, A Resolution Creating a Community Event Center Solutions Task Force.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
See attached Resolution #2011-04 and attached Exhibit A.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mrs. Endersby, Town Board member

SPONSORED BY:

<u>Mrs. Endersby, Town Board member</u>	<hr/>
Print Name	Signature
<u>400 N. Hwy 160</u>	<u>(775) 727-5107 ext.</u>
Mailing Address	Telephone Number

#16

**RESOLUTION 2011-04
PAHRUMP TOWN BOARD**

**A RESOLUTION CREATING A COMMUNITY EVENT CENTER SOLUTIONS
TASK FORCE**

WHEREAS, the board wishes to establish the Community Event Center Solutions Task Force to identify and develop possible solutions for a future course of action with regards to the Ruud Community Center closure. The task force will develop one or more recommendations to the board after review of information pertaining to the investigation, forensic analysis, building assessments, final reports, documentation, interviews, expert recommendations, cost considerations, development proposals, public needs assessments, and bring it's findings to the Pahrump Town Board within a six month period; and

WHEREAS, the Community Event Center Solution Task Force will consist of nine voting members appointed by the Pahrump Town Board, including two town board and one county commissioners; the remaining six positions on the task force will be made up of a broad geographical representation of Pahrump Valley residents as well as those residing within the boundary of the Pahrump Valley; and

WHEREAS, the Charter of the Community Event Center Solutions Task Force is attached hereto as Exhibit A; now therefore,

IT IS HEREBY RESOLVED that the Pahrump Town Board establishes the Community Event Center Solutions Task Force and adopts as its charter, the charter attached hereto is exhibit A.

Motion proposed by Town Board Member:

Motion seconded by Town Board Member:

Approved and adopted this day of , 2010

AYES: () NAYS: ()

Michael Darby, Town Board Chairman

Attest:

Carolene Endersby, Town Board Clerk

EXHIBIT A
RESOLUTION #2011-04

**Town of Pahrump - Community Event Center
Solutions Task Force
CHARTER, April, 2011**

I. Purpose

The purpose of the Community Event Center Solutions Task Force is to identify and develop possible solutions for a future course of action for the Ruud Community Center building and bring its findings to the Pahrump Town Board within a six month period. The task force will develop one or more recommendations to the Pahrump Town Board after review of information pertaining to the investigation, forensic analysis, building assessments, final reports, documentation, interviews, expert recommendations, cost considerations, development proposals, public needs and county/state regulations.

II. Task Force Composition

The task force shall consist of nine voting members with two alternates who shall be appointed by the Pahrump Town Board. There shall be two town board members and one county commission member who will also serve as members of the task force. The task force will be made up of a broad geographical representation of the Pahrump Valley. Selected citizen members will have no prior involvement in the Ruud Center building design, engineering or construction between 1968 and 2011.

- a. **Officers.** The officers of the task force shall include a chair, who shall be a community member selected by the task force. There will be a vice chair, in the event that the chair is absent the vice chair will preside. The chair will facilitate all meetings and seek input from the committee on agenda items necessary to complete the task force work. The designated staff will work with the chair to finalize and distribute the agenda for each meeting. The chair will ensure that discussion on agenda items is on topic, productive and professional. Finally, the chair will keep the task force focused on its charge to provide final recommendations to the Pahrump Town Board for the future of the Community Events Center.
- b. **Subcommittees.** The task force may form subcommittees to review and research particular matters and make recommendations to the task force for decisions.
- c. **Administrative support.** Town staff will supply administrative support as delegated by the Town Manager.

III. Authority

By Nevada state statute, the task force holds no authority to make commitments, sign contracts or compel any particular course of action. It is the perspective of its members and their ideas, questions and suggestions that is sought in determining the best future direction for the Community Event Center.

IV. Meetings and Documentation

- a. **Meeting Frequency and Process.** The task force will meet at least twice per month and shall have the authority to convene additional meetings, as circumstances require. The task force may invite staff members, consultants, experts or guests to its meetings to provide insight or expertise.
- b. **Documentation.** Minutes of each meeting will be prepared for the task force and the official public record. The minutes shall set forth task force member attendance, meeting date and start time, all decisions made, including the

EXHIBIT A
RESOLUTION #2011-04

reasoning behind the decisions and the steps taken to implement the decisions. In addition, the minutes shall include any reports or recommendations the task force received from outside consultants, information about those consultants, and whether those consultants or other advisors were present at the meeting. Minutes shall be reviewed and approved by the task force members and maintained by the task force staff.

- c. **Open Meeting Laws.** The task force shall adhere to NRS ??? for all meetings including public meeting notices, meetings open to the public and meetings to be held within the boundaries of the Pahrump Valley.

V. Committee Actions

- a. **Quorum.** A quorum will be a simple majority of members for all meetings. All task force members will engage in a team effort that works toward consensus. While consensus is preferred, decisions will be by majority vote of the current members of the committee. The chair may make appropriate arrangements to resolve voting deadlocks.
- b. **Conflict of interest.** A member must declare any potential or actual conflicts of interest at a public meeting (NRS???) A conflict exists if a recommendation by the task force may potentially or actually affect the finances of the task force member or a direct family member, defined as spouse, child or stepchild, parents, or siblings. If an actual conflict exists, the member must declare this fact at the beginning of the meeting at which the issue is discussed and the member must refrain from discussing or voting on the matter. For a potential conflict of interest, the member must declare this fact at the beginning of the meeting at which the issue is discussed; however the member may still discuss and vote on the issue.

VI. Task Force Responsibilities

- a. Members are expected to attend meetings regularly, participate in discussion on topics brought before the task force, work collaboratively with other task force members and the public, inform themselves and the task force on related topics through reading of handout materials and other sources of information, and participate in the decision making process, including a final recommendation to the Pahrump Town Board.
- b. Task force members are expected to abide by all Nevada statutes, Open Meeting Laws, and ethics law.
- c. The Pahrump Town Board may remove a member when it is determined to be in the best interest of the Town.

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.**

FEBRUARY 08, 2011

MINUTES

PRESENT:

Town Board:

Mike Darby
Vicky Parker
Carolene Endersby
Harley Kulkin
Tom Waters

Staff:

Bill Kohbarger, Town Manager
Seaton J. Curran, Attorney
Matt Luis, Building & Grounds Manager
Al Balloqui, Community Business Economic Development

1. Call to Order, Moment of Silence and Pledge of Allegiance.

Chairman Mike Darby called the meeting to order. Dr. Tom Waters led in moment of silence as well as Pledge of Allegiance.

2. Discussion and possible decision regarding Moving the Order of or Deleting an Agenda Item(s).

Public comment was heard.

Request from staff to move agenda item #9 to #4.5.

Mr. Bill Dolan made a request to pull his item from 13-b.

Mr. Kulkin requested 13-d be pulled from the Consent Agenda to be heard separately.

Mrs. Parker motioned to move Item #9 to #4.5, to delete item 13-b and pull 13-d from the consent agenda.

Mr. Kulkin seconded.

Motion passed 5-0.

3. Announcements

Announcements were read by Town Board Clerk Carolene Endersby.

4. Advisory Board Reports from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards.

Vicky Parker announced Tourism Board had representation at the Quartzsite RV show and had an overwhelmingly positive response from RV community, giving out 3000 bags in the first two days.

Mrs. Parker also encouraged citizens to encourage youths interested in the Youth Advisory Board and/or being sponsored to attend a legislative session in Carson City to fill out an online application.

Dr. Waters asked that citizens sign up for an advisory board in their area of expertise.

5. Town of Pahrump Economic Development Report. (Non-Action Item)

Bill Kohbarger stated that the requested additions and modifications had been made to the report and asked for any questions from the board.

Harley Kulkin questioned where the Town was with Growponics as he believed the Town Board voted not to approach the County Commissioners to renew the deed. Mr. Kohbarger responded that the Town has a signed lease with Growponics and Mr. Kashani will approach the Commissioners personally, at a later date.

A citizen offered supplemental material to the board.

Mr. Darby requested a motion to accept the supplemental material.
No Motion was given therefore the request died.

6. Discussion and Possible Decision Regarding Whether or Not to Renew the Town Manager's Employment Agreement or to Direct the Town Attorney to Enter Into Formal Negotiations with the Town Manager to Extend the Period of the Initial Term for No Longer than Six Months. (Action Item)

Mrs. Endersby clarified there were two items within the agenda item and that the Board could take under consideration one or both.

Mrs. Endersby made a motion to give notice not to renew the Town Manager's current employment agreement.

Mr. Kulkin seconded.

Dr. Waters stated that one month had not been enough time to fairly make a decision on the item. Mrs. Parker concurred.

Public comments were heard.

Mr. Darby clarified that the motion is to give notice not to renew the current contract.

Mr. Kulkin stated that the Board could add or change anything that it wanted to the contract until a new contract was in place. He invited the public to participate by speaking to Board members about the matter.

Dr. Waters added that he thought they are all in agreement they all want to revise the contract, however terminating the contract at present time would not be enough notice to ask the manager to find new employment. He also stated that the Board takes full responsibility for their decisions and that the Town Manager is just the messenger.

Motion carried, 3-2 with Mrs. Parker and Dr. Waters voting nay.

7. Presentation by Dawn Coursen, Area Director of FreeCouponUSA a New Company located in Pahrump. (Non-Action Item)

Dawn Coursen made a presentation including FreeCouponUSA's role in local business exposure.

Mrs. Parker thanked Ms. Coursen for her business, efforts, and innovations.

8. Presentation by Nye Community Coalition's Community Outreach Taskforce Would Like to Update the Community on Current Events that are Assisting in the Elimination of Poverty and Homelessness in the Town of Pahrump. (Action Item)

Richard Benton gave the presentation proposing a rehabilitation facility to help provide hope and education through a twelve step faith based program.

Mr. Kulkin asked how this would be implemented. Mr. Benton responded that they were meeting investors, other than the Town to reach the main goal of helping those who are not able to help themselves.

Dr. Waters expressed his support for the idea and encouraged Mr. Benton to take the item to the County Commissioners as well.

Mr. Kulkin asked that if there were anything the Town could help with on this item, Mr. Benton let them know.

Mrs. Parker commented that Town staff had been helping and working on the project with Mr. Benton through advisement and various other ways.

Mr. Kulkin suggested that Mr. Benton meet with Al Balloqui to take a look at properties the Town had identified which may be able to be bought for back taxes.

9. Discussion and Possible Decision on approving Resolution 2011-03, A Resolution Accepting and Approving the 2009-2010 Town Audit and Supplemental Materials. (Action Item)

His item was moved to #4.5.

Dan McArthur was introduced as the Town Auditor and proceeded to give his presentation on the highlighted points of Town spending and allocation of funds.

**Mrs. Parker made the motion to approve Resolution 2011-03.
Dr. Waters seconded.**

Public comments were heard.

Motion carried, 5-0

10. Discussion and Possible Decision for the Town of Pahrump to Sponsor a Single Military Family or Multiple Military Families during the Christmas Season. (Action Item)

Mr. Harper started the discussion stating that, with all the members of the military (and their families) do for us, the sacrifices they go through, and the things they experience, this is the least we could do.

Mr. Harper asked that the Town help at least one military family each Christmas season.

Mrs. Endersby and Mrs. Parker said Mr. Harper should speak with the Veteran's Memorial Board on the item and bring it back as a joint presentation. Mr. Darby agreed.

Dr. Waters stated that he would like to see the Town have a proclamation once a family was selected, so the Town itself could do things for the family and recognize them.

Mr. Kulkin said he would have a problem selecting one family over another and rather than this, he would like to have the Town make Christmas for the children of local military families better than it would otherwise be.

11. Discussion and Possible Decision on Approving Resolution 2011-02, A Resolution Amending Resolution 2009-02 and Re-establishing a Policy and Guidelines for Rules of Procedure at Pahrump Town Board Meetings. (Action Item)

Mr. Darby recommended that the Town Manager lead the Town Board through the Resolution, making changes. All changes were made and noted on the record.

Mr. Kulkin made the motion to bring the Resolutions with the agreed corrections, back to be voted on at the next meeting.

Mrs. Parker seconded.

Motion carried, 5-0.

12. Discussion and Possible Decision on Requesting a Meeting with Armstrong Teasdale, LLC to Discuss their Town Attorney/Legal Services/Retainer Agreement. (Action Item)

Mr. Kulkin requested that the Town Board meet with Armstrong Teasdale to discuss any issues that they may have.

Mr. Kohbarger offered to forward Town Board questions to the attorneys so that members could meet with them in compliance with Open Meeting Law. He then added that afterward Armstrong Teasdale could be brought to a Town Board meeting.

Mr. Kulkin made the motion to table the item, and to have staff set up fact finding meetings with the attorney, then deal with it as a whole.

Mrs. Parker seconded.

Motion carried, 5-0.

13. Discussion and possible decision Consent agenda items: (Action Item)

- a. Action – Approval of Town Vouchers
- b. Action – Approval to accept Mr. Bill Dolan to the Pahrump Incorporation Advisory board.(removed)
- c. Action – Approval to accept Mr. Damon Shea to the Pahrump Nuclear Waste & Environmental Advisory Board.
- d. Action – Approval to accept the resignations of Mr. Jeff Bobeck, Mr. Don Rust, Mr. R Darce Wilson, Ms. Julie Hargis and Mr. Carl Moore Sr. from the Pahrump Incorporation Advisory Board

‘B’ was removed by the individual and ‘D’ will be heard separately as per request by Mr. Kulkin.

Mr. Kulkin motioned to approve item A & B.

Mrs. Parker seconded.

Motion carried, 5-0.

Mr. Waters made a comment on item D, stating that the people on the Incorporation Advisory Board are outstanding, and experts in their field. He expressed concern that people who may replace the current board members would not have as much expertise in the field, therefore would not be able to advise the Town Board as well as the current advisory board members.

Mr. Kulkin stated that without pushing through tough situations, our country would not be where it is today.

Mr. Kulkin made a motion to direct staff to ask the people in question to reconsider their resignation.

Mrs. Parker seconded.

Mr. Kohbarger asked the Board to amend the motion for the Town Board liaison to personally call the people in question and ask them to reconsider, because it would mean more coming from the board, than staff.

Mr. Kulkin so amended his motion.

Mrs. Parker amended her seconded.

Public comment was heard.

Motion carried, 5-0.

14. Future Meetings/Workshops: Date, Time and Location

Mrs. Endersby stated there will be a workshop for advisory boards on March 23 at 6:00 PM at the Nye County Building.

15. Public Comment: Action may not be taken on matters considered during this period until specifically included on an agenda as an action item – NRS241.020(2)(c)(3).

Public comment was heard.

16. Town Board Member's Comments

Dr. Waters said he would like to see the meetings go a lot faster and perhaps fewer time consuming matters should be placed on each agenda. He also stated he appreciated the stability of our citizens concerning comments, questions, and items. He encouraged the public to continue contacting Board members about these.

Mrs. Endersby concurred with Dr. Waters and thanked Mr. Van Winkle for giving his time to be at the meetings, and televising it.

Mr. Kulkin thanked the public for coming, as well as the other board members for working well together. He also commended Mr. Darby for how he has handled being chairman.

Mrs. Parker mentioned the problem in Mr. Kohbarger's contract stating his ability to spend money, but no mention of his authority to save money. She said she would bring the issue back to change the current job description.

She also spoke to the condition of the community center and the list of problems which need to be fixed or replaced. She talked about part of the process to get these things taken care of, and commended Mr. Kohbarger for having started the Brownsfield Grant process prior to our realizing the urgency.

17. Town Manager's Report.

There were no questions on the Town Manager's report.

18. Adjournment

Mr. Darby adjourned the meeting at 12:13 AM

Respectfully submitted,

Carolene Endersby, Clerk
Pahrump Town Board

/SC

AGENDA ITEM REQUEST

Requests and backup **must** be in the Town Office by **Noon, Wednesday** of the week **preceding the Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED
2/14/2011

DATE OF DESIRED BOARD MEETING
2/22/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval to accept Ms. Reegan Van Engen to the Pahrump Youth Advisory Board.

Consent Agenda Item

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

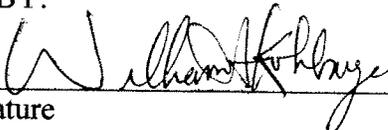
See attached application. NOTE: Ms. Van Ensen is being brought straight to the Town Board for approval since she is the second member of the Youth AB.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mrs. Endersby, Town Board Member

SPONSORED BY:

Mrs. Endersby, Town Board Member
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

#17C



Town of Pahrump

400 North Highway 160 • Pahrump, Nevada 89060 • 775-727-5107 • Fax 775-727-0345 • townoffice@pahrumpnv.org

February 2, 2011

Dear Volunteer;

The Town of Pahrump appreciates your volunteerism to the community. Every organization knows that its volunteers are a vital asset to its operation.

The following information is needed for our records. We are required to cover all volunteers with workman's compensation insurance. Please fill in below and return to the Pahrump Town Office or your advisory board chairman or secretary as soon as possible.

Your cooperation and dedication to the community is greatly appreciated.

(PLEASE PRINT)

Advisory Board Name: Youth Advisory Board

Name Reegan Van Eusen Age (if under 18) [REDACTED]

Physical Address [REDACTED]

Mailing Address [REDACTED]

Day Phone # [REDACTED] Evening Phone # [REDACTED]

Cell Phone # [REDACTED] (Please let me know which phone number can be given out to the public.)

E-mail Address [REDACTED]

Date 3/7/11

Signature of Parent or Guardian for Consent Patrick Van Eusen

AGENDA ITEM REQUEST

Requests and backup **must** be in the Town Office by **Noon, Wednesday** of the week **preceding the Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
2/14/2011 2/22/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Approval a Grant request for the Pahrump Valley Chamber of Commerce for Certified Folder Display in an amount not to Exceed \$1,200.00.
Consent Agenda Item

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
See attached backup.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Town Manager

SPONSORED BY:

William A. Kohbarger, Town Manager 
Print Name Signature

400 N. Hwy 160 (775) 727-5107 ext.
Mailing Address Telephone Number

#17d

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 3-22-11

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager
Kelly Buffi, Chairperson, Pahrump Tourism and Convention Council

DATE: 3/22/11

RE: Approval of Two Pahrump Tourism and Convention Council (PTCC) Marketing Grants totaling \$4,286.00 to the Pahrump Valley Chamber of Commerce for Matching Fund Grants from the Nevada Commission on Tourism.

1.) Background

The PTCC has reviewed and recommended the approval of two grants submitted by the Pahrump Valley Chamber of Commerce. These grants will fund national and regional tourism marketing of Pahrump via magazine ads and brochure distribution. The Nevada Commission on Tourism will provide 50% matching grants for each PVCC request. This is the seventh year that NCOT has awarded our community matching grants. The full PVCC grant applications are attached, but below is a summary of the individual grant amounts and proposed uses.

- a.) \$1,200 – For Certified Folder Display promotional materials to Utah, California and other out of market locations.
- b.) \$3,086 – A quarter page display ad and visitor information listing in the RV Journal for 4 quarters with the objective of increasing tourism in Pahrump.

2.) Fiscal Impact

There are sufficient funds available in the Pahrump Town Tourism Room Tax Fund for these grants. Like NCOT, the PTCC grants are administered on a reimbursement basis upon submission of receipts and required grant evaluation forms.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve the request for two PTCC grants in an amount not to exceed \$4,286 payable from the Pahrump Tourism Room Tax Fund, as presented in the attached materials, to be used as matching funding with NCOT grants for regional and national marketing of Pahrump*

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 3-22-11

as a tourist destination.

If you have any additional questions, we would be happy to answer them.

Attachments – PTCC Grant Applications from PVCC.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

In completing this grant request application, please refer to the published "Grant Request Guidelines" for definitions, acceptable uses of grant funds, etc.

Type of Application: Marketing
Start-Up
Infrastructure
Cultural

Certified Folder Display
APPLICATION CHECKLIST

This checklist is for your use in completing your PTCC Grant Request. Please submit the original grant request in the order and methods listed below.

Name of Applicant: Pahrump Valley Chamber of Commerce

Application Package

- Application Checklist
- Cover Sheet
- Application Narrative
- Event Budget
- Signed Certification Page

Supporting Materials

- Signed "Receipt and Acknowledgment" of Grant Request Guidelines
- Current Board of Directors list
- Most recent financial statement (Balance Sheet and Profit/Loss Statement)
- IRS Form 990 (if available)
- Annual audit results (if available)
- Marketing collateral (section 2 of the Grant Request Guidelines)
- List of volunteer involvement and in-kind contributions
- Any supplemental materials relevant to this grant request

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

COVER SHEET

Name of Applicant: Pahrump Valley Chamber of Commerce

Address: P.O. Box 42

City, State, Zip: Pahrump NV 89041

Tax ID #: 88-0170403

Contact Person: Nancy Evans

Telephone/Fax: 775-727-5800 / 775-727-3909

E-Mail/Website: info@pahrumpchamber.com / www.pahrumpchamber.com

Type of Organization: Governmental Non-Profit For Profit Individual

Details of project/event – please include the name, date(s), time(s), location(s), purpose and other pertinent information

Distribute promotional materials to Utah, California and other out of market locations

Total Projected Event Income: \$ _____
(This should match total income from page 4)

Total Projected Event Expenses: \$ _____
(This should match total expenses from page 4)

Total Projected Event Income/(Loss): \$ _____
(This should match total income/(loss) from page 4)

Grant Amount Requested: \$ 1200⁰⁰

Has this project/event received a PTCC grant in the past? YES NO If yes, when? 2010

Has your organization received a PTCC grant in the past? YES NO If yes, when? 2010

How many times has this project/event been held in the past? yearly for at least 7 years

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

APPLICATION NARRATIVE

Your application narrative should be typed using a 12-point font, be no more than four (4) pages in length, and should respond to the following:

1. APPLICANT INFORMATION

- 1.1 Mission statement, brief statement of goals and objectives
- 1.2 Brief summary of applicant's history
- 1.3 Description of current programs, activities and accomplishments

2. PURPOSE OF GRANT

- 2.1 Describe the goals and objectives for this grant
- 2.2 Describe target population including number of individuals served
- 2.3 Describe specific activities for which you are seeking funding and the timeline for completion
- 2.4 Is this a new or on-going activity?
- 2.5 Other organizations participating in this activity
- 2.6 Other governmental organizations providing grants, including amount granted
- 2.7 Other corporate/community organizations providing grants, including amount granted

3. ADVERTISING/MARKETING

- 3.1 How will this project/event be advertised and marketed?
- 3.2 Where will this project/event be advertised and marketed?
- 3.3 How many people will be exposed to the advertising/marketing? Please provide a breakdown by geographic area
- 3.4 Is marketing collateral (refer to Section 2 of the Grant Request Guidelines) attached to this application?

4. LOCAL IMPACT

- 4.1 How many people will attend the project/event? How many are local residents? How many are visitors?
- 4.2 Will the project/event result in visitors staying one or more nights in local hotels and/or RV parks? How many total room nights are expected?
- 4.3 What is the overall economic impact of this project?
- 4.4 How will you track attendance and overall economic impact?
- 4.5 What is the overall expected outcome of the project/event?
- 4.6 How will you sustain this project/event past the start-up period?

Application Narrative

Mission Statement: The mission of the Pahrump Valley Chamber of Commerce is to progressively support our community's growth and welfare. PVCC endorses, promotes and provides valuable resources to its membership; sponsors economic and workforce development to advance the community-at-large; and presents opportunities for tourism. The Chamber was established in 1981.

Purpose of Grant: Distribute promotional materials to Utah, California and other out of market locations. We receive an additional grant of \$5400 from the Nevada Commission on Tourism.

Advertising/Marketing: Each year we have received an increase in tourism requests.

Local impact: We are promoting Pahrump as a great place for tourist to visit with all the local attractions. An increase in tourists will increase the room tax, sales tax and monies spent for food, fuel and gaming. These monies will help support local businesses.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

EVENT BUDGET

Do not include any anticipated grant funds from the PTCC on this form. List all sources of revenue for this project/event (other than PTCC grants) and all projected expenses. For the purposes of this budget, include only cash revenues/expenses and in-kind support; do not include volunteer time. If desired, you may use your own income statement form rather than this form (provided that all required information is supplied); simply state "See Attached" and attach your form.

REVENUES

EXPENSES

Governmental Grants	<u>\$1200</u>	Marketing/Advertising**	<u>\$1200</u>
Foundation Grants	_____	Salaries/Benefits*	_____
Corporate Grants	_____	Professional Fees	_____
Sponsorships	_____	Travel*	_____
Advertising (programs, etc.)	_____	Training*	_____
Admissions	_____	Equipment*	_____
Booth Rentals	_____		_____
Concessions	_____		_____
Donations	_____		_____
In-Kind Support	_____		_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL	<u>\$1200</u>	TOTAL	<u>\$1200</u>

PROJECTED INCOME/(LOSS): 0

* = Pursuant to Section 1.16 of the "Grant Request Guidelines," these expenses are not eligible for grant funding.

** = Provide details on a separate page.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

CERTIFICATION

The undersigned attests that all information contained in this grant request application is true and correct to the best knowledge of the signer as of the date signed. The undersigned represents and warrants that s/he has full authority to sign this grant request application on behalf of the applicant.

Nancy Evans
SIGNATURE OF AUTHORIZED AGENT

2-10-11
DATE

Nancy Evans
PRINTED NAME OF AUTHORIZED AGENT

Certified Folder Display
FOR PTCC USE ONLY

The grant request was heard on (date): 3/3/11

The grant request is: APPROVED DENIED

Approved amount: _____

Authorized Uses of Funds:	<u>Marketing/Advertising</u>	<u>\$ 1200.00</u>
	<u>Start-Up Expenses</u>	<u>\$</u>
	_____	<u>\$</u>
	_____	<u>\$</u>
	TOTAL	<u>\$ 1200.00</u>

Arlette Beal, Staff
Signature of Authorized PTCC Representative

3/3/11
Date



NEVADA
COMMISSION
ON TOURISM

December 8, 2010

Nancy Evans
Pahrump Valley Chamber of Commerce
PO Box 42
Pahrump NV 89041

Dear Nancy:

At a December 7, 2010 meeting of the Nevada Commission on Tourism, your grant application for **Certified Folder Display** was approved for \$5,400.

The Grant Number assigned to your grant is NST-11-40. Please refer to this assigned grant number in all correspondence.

Certified Folder Display is an effective way for Pahrump to distribute promotional materials to Utah, California, and other out of market locations.

The enclosed Grant Agreement Form should be signed and returned right away (both page 1 and page 2). The Grant Agreement is a contract and must be on file in the Commission's offices before any reimbursement of costs can be made. **An extra copy of the agreement is enclosed for your files.**

Reimbursements for expenses associated with your project may begin as early as December 8, 2010 and must be completed no later than June 30, 2011. The **Grant Reimbursement Form – Marketing Grant** is available online at <http://travelnevada.biz/grants.aspx> under the Marketing Grant Section. Two sets for each request must be submitted by mail with original signatures along with one copy of the receipts, invoices or signed contracts. These documents must be dated within the grant award date and the fiscal year end date (from December 7, 2010 through June 30, 2011).

The GRANT EVALUATION form must be completed before your final (or your only) request for reimbursement is approved. This form may be completed online by logging into your user account and clicking on the project evaluation tab at <http://travelnevada.biz/grants.aspx>. Volunteer hours spent on your project may be used as a "match" and should be submitted on the **Certificate of Volunteer Hours Form – Marketing Grants** along with the evaluation.

If your grant is for travel or trade shows, follow the GRANT TRAVEL REIMBURSEMENT GUIDELINES also available at <http://travelnevada.biz/grants.aspx>.

If your grant includes costs associated with printed materials (including, but not limited to, programs, literature, posters, signs and advertising), where possible, you should include the Nevada Commission on Tourism's website: www.travelnevada.com and our logo.

YOU MUST COMMIT THE FUNDS BY JUNE 30, 2011. YOUR FINAL GRANT REIMBURSEMENT MUST BE RECEIVED BY THE NEVADA COMMISSION ON TOURISM NO LATER THAN JUNE 30, 2011.

Funds are intended to promote tourism as outlined in your grant application; any specific conditions placed upon the use of these funds are specified in the Grant Agreement.

Should you have any questions, please give us a call.

Sincerely,

Kari Frilot
Rural Grants Manager

Christian Passink
Rural Programs Manager

Governor

Jim Gibbons

Lieutenant Governor
& Commission Chair

Brian K. Krolicki

401 North Carson Street
Carson City, NV 89701

Phone

775.687.4322

800.237.0774

Fax

775.687.6779

Website

travelnevada.com

**STATE OF NEVADA
COMMISSION ON TOURISM
GRANT AGREEMENT**

GRANT NO: **NST-11-40**

GRANTEE: **Pahrump Valley Chamber of Commerce**

PROJECT TITLE: **Certified Folder Display**

CONDITIONS/COMMENTS: Certified Folder Display is an effective way for Pahrump to distribute promotional materials to Utah, California, and other out of market locations.

DATE OF AWARD: **December 7, 2010**

STATE TOURISM GRANT AWARD: **\$5,400** GRANTEE'S REQUIRED MATCH: **\$1,200**

HOW MATCHED: **Local Cash and/or In-Kind Contribution**

The following is incorporated into this agreement:

- 1) Project application and attachments
- 2) Comments and conditions as stated above

The State of Nevada, represented by the Executive Director of the Nevada Commission on Tourism, and the Grantee named above, mutually agrees to perform this agreement in accordance with Nevada Revised Statutes, Section 231.260, paragraph 5.

The State of Nevada hereby promises, in consideration of the promises made by the Grantee herein, to obligate to the Grantee the amount of money set forth above and to tender to the Grantee that portion of the obligation which is necessary to pay the State of Nevada's share of the costs of the above project, based on the above percentage of assistance. The Grantee promises, in consideration of the promises made by the State of Nevada herein, to execute the project described above in accordance with the terms of this agreement.

The Commission on Tourism's grant guidelines are in effect as of the date of this agreement, as hereafter amended upon notice of said amendment, and the application for grant funds submitted by the Grantee and approved by the Commission on Tourism.

If special conditions have been placed upon this grant, they are enumerated below.

**THE FULL GRANT REIMBURSEMENT MUST BE RECEIVED BY THE
NEVADA COMMISSION ON TOURISM NO LATER THAN JUNE 30, 2011.**

CONDITIONS:

- 1) Please note the change to Page 2, Item "a" of this Grant Agreement.
- 2) Any photography paid for by grant funding through the Nevada Commission on Tourism will become the property of the Nevada Commission on Tourism. The rights to this photography will be for unlimited usage with no expiration date.

I hereby agree that:

- a. Printed material (including, but not limited to, programs, literature, posters, signs and advertising), and web sites, where possible, should include the Nevada Commission on Tourism's website: www.travelnevada.com
- b. Materials which will be published (including, but not limited to, programs, literature, posters, signs, billboards and advertising) must be reviewed and approved by the Commission in advance of printing. The review will be conducted by the Commission to determine if the materials will further the purpose of promoting travel and tourism to and within Nevada.
- c. This grant is awarded for the purpose of promoting travel and tourism to and within the state of Nevada as set forth in the application for grant funds approved by the Nevada Commission on Tourism and must be used for no other purpose.
- d. All grant funds must be obligated or expended in the same fiscal year for which they are awarded.
- e. Prior to release of any grant funds, Grantee must provide evidence to the Commission of an amount of money or in-kind services to match the grant in proportion as approved by the Commission on Tourism and to be used for the purposes approved by the Commission.
- f. Grants may be audited at any time by the Commission on Tourism, Legislative Auditor, Attorney General, or its representatives, and all grants will be audited upon completion.
- g. All final performance audits must be completed to the satisfaction of the Commission prior to consideration of further applications from the Grantee.
- h. Grantee must notify the Commission, in writing, of the completion of the grant project, including a full report of the results of the project.
- i. The following are not matchable expenses under the term of the grant award: capital investments (excluding billboards and signs), salaries, staff benefits, cost over-runs, overhead, supplies, equipment purchase, alcohol or drugs, communications by telephone, telegraph, telex, postal mail or any other means, and non-budgeted expenses, expenses or commitments made prior to the starting date of this grant.
- j. A final project evaluation will be completed by the Commission, to include the final audit and comparison of the project's goals with its end results. Payment will be made upon notice of the completion and audit by the Commission. An evaluation form must be completed by the Grantee at the time of the billing before funds will be released and before additional monies will be released by the Commission on other projects.
- k. This grant award is made subject to the provisions of the approved application, grant guidelines, the Commission's budget and any applicable state regulation and statute.
- l. Other: EVIDENCE MUST BE PRESENTED THAT THE OBLIGATION OR EXPENDITURE HAS BEEN MADE FOR THE PURPOSES PRESENTED IN THE APPLICATION FOR GRANT FUNDS AND APPROVED BY THE NEVADA COMMISSION ON TOURISM BEFORE ANY GRANT FUNDS WILL BE RELEASED.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT AS OF THE DATE ENTERED BELOW:

THE STATE OF NEVADA:

GRANTEE:

By 
 Signature

By: _____

Interim Director, Nevada Commission on Tourism

 Name and Title

 Name and Title

Date: December 7, 2010

Date: _____



CORPORATE OFFICE: 1120 Joshua Way, Vista, CA 92081 • (760) 727-5100 fax (760) 727-1583 (800) 799-7373 www.certifiedfolder.com

DISTRIBUTION SERVICE AGREEMENT

RENEWAL

FEDERAL TAX ID: _____

REF: 09-0062186

SALESPERSON: 051000 - Ray Fox
ADVERTISER ID: 115416

PO NUMBER: _____

ADVERTISER: Pahump Valley Chamber of

CONTACT: ~~Don Redinger~~, Executive Director

DATE: 08/26/2010

CONTRACT: 10-0066326 REV: 00001

SHIP TO: Pahump Valley Chamber of
CONTACT: ~~Don Redinger~~, Executive Director
EMAIL: info@pahumpchamber.com

ADVERTISER: Pahump Valley Chamber of
CONTACT: Mr. Don Redinger
WEB SITE: _____

START DATE: 02/01/2011

END DATE: 01/31/2012

ADDRESS1: Commerce
ADDRESS2: P.O. Box 42
CITY: Pahump Valley
STATE: NV ZIP: 89041

NEW ADDRESS:
ADDRESS1: Commerce
ADDRESS2: P.O. Box 42
CITY: Pahump Valley
STATE: NV ZIP: 89041

NAME OF BROCHURE / PUBLICATION: Pahump Valley Chamber

PHONE: (775) 727-5800

PHONE: (775) 727-5800

PHONE: (775) 727-3908

INVENTORY ID NUMBER: 003188

AGREEMENT TO TERMS: Advertiser hereby acknowledges that Advertiser has read all the terms and provisions set forth on the front and backside of this Agreement, and agrees that all such terms and provisions are a part of this Agreement.

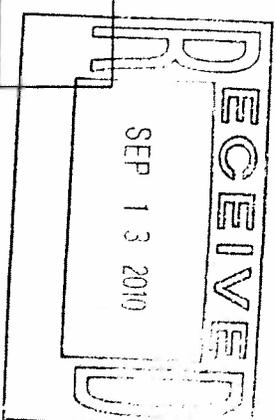
AGREEMENT TO TERMS: Advertiser hereby acknowledges that Advertiser has read all the terms and provisions set forth on the front and backside of this Agreement, and agrees that all such terms and provisions are a part of this Agreement.

We will distribute the above named item in the area or areas set forth below. Display shall be on a single pocket basis. Minimum distribution period is 3 consecutive months.

3-MG-11-CWC04 CA Welcome Center Barslow - Magazine
3-MG-11-CWC11 CA Welcome Center Yucca Valley - Magazine
1-VM-1-NSU Southern Utah/Area along I-15
3-MG-11-CWC15 CA Welcome Center San Bernardino

CODE	#SITES	START DATE	END DATE	MONTHLY FEE	#MONTHS	GROSS FEE	CWBUTS	NONPROF	TOTAL NET FEE
1 02/01/11	01/31/12	100.00	12	1,200.00	-180.00	-51.00	0.00	969.00	
1 02/01/11	01/31/12	100.00	12	1,200.00	-180.00	-51.00	0.00	969.00	
169 02/01/11	01/31/12	233.45	12	2,801.40	0.00	-140.07	0.00	2,661.33	
1 02/01/11	01/31/12	100.00	12	1,200.00	-180.00	-51.00	0.00	969.00	

COMMENTS/SPECIAL INSTRUCTIONS:



APPROVED BY ADVERTISER



Signature: _____

Name (print): Michael Selbach

Date: 9-9-10

APPROVED BY (Certified Folder Display corporate office)

Signature: _____

Name (print): _____

Title: _____

MONTHLY BILLING SCHEDULE (Plus any applicable sales tax)

Fees are normally billed 30 days in advance of service. Monthly Billing Schedule details actual billing for the month indicated, not for the month service is provided.

Month	Jan	Feb	Mar	Apr	May	Jun
464.03	464.03	464.03	464.03	464.03	464.03	464.03
Jul	Aug	Sept	Oct	Nov	Dec	
464.03	464.03	464.03	464.03	464.03	464.00	

PREPAYMENT OPTION (Please check one)

Yes No

Gross Total Fee = 5,568.33

Prepayment Discount = 212.91

TOTAL NET FEE (Plus any applicable tax) = 5,355.42

All fees billed 30 days in advance of service



September 16, 2010

Advertiser Nbr: 115416
Contract Nbr: 10-0066326
Contract Type: Renewal
Start Date: 02/01/2011

Michael Selbach
Executive Director
PAHRUMP VALLEY CHAMBER OF
Commerce
P.O. Box 42
Pahrump Valley, NV 89041

Dear Mr. Selbach,

It is indeed a pleasure to return to you an approved copy of your Distribution Service Agreement to renew service in the following program(s):

3-MG-11-CWC04	CA Welcome Center Barstow - Magazine
3-MG-11-CWC11	CA Welcome Center Yucca Valley - Magazine
1-VM-1-N/SU	Southern Utah/Area along I-15
3-MG-11-CWC15	CA Welcome Center San Bernardino

Enclosed please find a copy of your Distribution Service Agreement Per our agreement, you will be sent an invoice on 01/01/2011.

Pahrump Valley Chamber of is a very important client of ours, and we sincerely appreciate the working relationship we have developed during our association.

Our thanks to you and your staff for your support of our service programs. And as always, we pledge to you the finest folder distribution service available... Certified Service!

Sincerely,

A handwritten signature in cursive script, appearing to read "Anne M. Fearn".

Anne M. Fearn
Chairman of the Board

Enclosures

cc: Ray Fox, District Sales Manager
Patrick Fearn, President



Since 1899

Corporate Office: 1120 Joshua Way, Vista, California 92081

Phone: (760) 727-5100 or 1-800-799-7373 Fax: (760) 727-1583 www.certifiedfolder.com

AGENDA ITEM REQUEST

Requests and backup **must** be in the Town Office by **Noon, Wednesday** of the week **preceding the Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED
2/14/2011

DATE OF DESIRED BOARD MEETING
2/22/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval a Grant request for the Pahrump Valley Chamber of Commerce for Quarterly Ad in the RV Journal in an amount not to exceed \$3,086.00.

Consent Agenda Item

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

See attached backup.

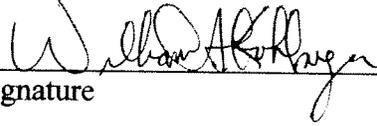
BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Town Manager

SPONSORED BY:

William A. Kohbarger, Town Manager

Print Name


Signature

400 N. Hwy 160

Mailing Address

(775) 727-5107 ext.

Telephone Number

#17e

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 3-22-11

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager
Kelly Buffi, Chairperson, Pahrump Tourism and Convention Council

DATE: 3/22/11

RE: Approval of Two Pahrump Tourism and Convention Council (PTCC) Marketing Grants totaling \$4,286.00 to the Pahrump Valley Chamber of Commerce for Matching Fund Grants from the Nevada Commission on Tourism.

1.) Background

The PTCC has reviewed and recommended the approval of two grants submitted by the Pahrump Valley Chamber of Commerce. These grants will fund national and regional tourism marketing of Pahrump via magazine ads and brochure distribution. The Nevada Commission on Tourism will provide 50% matching grants for each PVCC request. This is the seventh year that NCOT has awarded our community matching grants. The full PVCC grant applications are attached, but below is a summary of the individual grant amounts and proposed uses.

- a.) \$1,200 – For Certified Folder Display promotional materials to Utah, California and other out of market locations.
- b.) \$3,086 – A quarter page display ad and visitor information listing in the RV Journal for 4 quarters with the objective of increasing tourism in Pahrump.

2.) Fiscal Impact

There are sufficient funds available in the Pahrump Town Tourism Room Tax Fund for these grants. Like NCOT, the PTCC grants are administered on a reimbursement basis upon submission of receipts and required grant evaluation forms.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve the request for two PTCC grants in an amount not to exceed \$4,286 payable from the Pahrump Tourism Room Tax Fund, as presented in the attached materials, to be used as matching funding with NCOT grants for regional and national marketing of Pahrump*

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 3-22-11

as a tourist destination.

If you have any additional questions, we would be happy to answer them.

Attachments – PTCC Grant Applications from PVCC.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

In completing this grant request application, please refer to the published "Grant Request Guidelines" for definitions, acceptable uses of grant funds, etc.

Type of Application: Marketing
Start-Up
Infrastructure
Cultural

1/4 pg Ad RV Journal
APPLICATION CHECKLIST

This checklist is for your use in completing your PTCC Grant Request. Please submit the original grant request in the order and methods listed below.

Name of Applicant: Pahcomp Valley Chamber of Commerce

Application Package

- Application Checklist
- Cover Sheet
- Application Narrative
- Event Budget
- Signed Certification Page

Supporting Materials

- Signed "Receipt and Acknowledgment" of Grant Request Guidelines
- Current Board of Directors list
- Most recent financial statement (Balance Sheet and Profit/Loss Statement)
- IRS Form 990 (if available)
- Annual audit results (if available)
- Marketing collateral (section 2 of the Grant Request Guidelines)
- List of volunteer involvement and in-kind contributions
- Any supplemental materials relevant to this grant request

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

COVER SHEET

Name of Applicant: Pahrump Valley Chamber of Commerce

Address: PO Box 42

City, State, Zip: Pahrump NV 89041

Tax ID #: 88-0170403

Contact Person: Nancy Evans

Telephone/Fax: 775-727-5800 / 775-727-3909

E-Mail/Website: www.pahrumpchamber.com
info@pahrumpchamber.com

Type of Organization: Governmental Non-Profit For Profit Individual

Details of project/event – please include the name, date(s), time(s), location(s), purpose and other pertinent information

A quarter page display ad and a visitor information listing in the RV Journal for 4 quarters with the objective of increasing tourism in Pahrump

Total Projected Event Income: \$ _____
(This should match total income from page 4)

Total Projected Event Expenses: \$ _____
(This should match total expenses from page 4)

Total Projected Event Income/(Loss): \$ _____
(This should match total income/(loss) from page 4)

Grant Amount Requested: \$ 3086

Has this ~~project~~/event received a PTCC grant in the past? YES NO If yes, when? last yr

Has your organization received a PTCC grant in the past? YES NO If yes, when? last yr

How many times has this project/event been held in the past? yearly for at least 7 years

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

APPLICATION NARRATIVE

Your application narrative should be typed using a 12-point font, be no more than four (4) pages in length, and should respond to the following:

1. APPLICANT INFORMATION

- 1.1 Mission statement, brief statement of goals and objectives
- 1.2 Brief summary of applicant's history
- 1.3 Description of current programs, activities and accomplishments

2. PURPOSE OF GRANT

- 2.1 Describe the goals and objectives for this grant
- 2.2 Describe target population including number of individuals served
- 2.3 Describe specific activities for which you are seeking funding and the timeline for completion
- 2.4 Is this a new or on-going activity?
- 2.5 Other organizations participating in this activity
- 2.6 Other governmental organizations providing grants, including amount granted
- 2.7 Other corporate/community organizations providing grants, including amount granted

3. ADVERTISING/MARKETING

- 3.1 How will this project/event be advertised and marketed?
- 3.2 Where will this project/event be advertised and marketed?
- 3.3 How many people will be exposed to the advertising/marketing? Please provide a breakdown by geographic area
- 3.4 Is marketing collateral (refer to Section 2 of the Grant Request Guidelines) attached to this application?

4. LOCAL IMPACT

- 4.1 How many people will attend the project/event? How many are local residents? How many are visitors?
- 4.2 Will the project/event result in visitors staying one or more nights in local hotels and/or RV parks? How many total room nights are expected?
- 4.3 What is the overall economic impact of this project?
- 4.4 How will you track attendance and overall economic impact?
- 4.5 What is the overall expected outcome of the project/event?
- 4.6 How will you sustain this project/event past the start-up period?

Application Narrative

Mission Statement: The mission of the Pahrump Valley Chamber of Commerce is to progressively support our community's growth and welfare. PVCC endorses, promotes and provides valuable resources to its membership; sponsors economic and workforce development to advance the community-at-large; and presents opportunities for tourism. The Chamber was established in 1981.

Purpose of Grant: Increase tourism and hotel tax revenue in Pahrump. This is an on-going project with RV Journal. We will be placing a ¼ page display ad and a visitor information listing. We have received a matching grant of \$3086 from the Nevada Commission on Tourism.

Advertising/Marketing: Each year we have received an increase in tourism requests.

Local impact: We are promoting Pahrump as the RV Capitol of Nevada and a great place for tourist to visit with all the local attractions. An increase in tourists will increase the room tax, sales tax and monies spent for food, fuel and gaming. These monies will help support local businesses.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

EVENT BUDGET

Do not include any anticipated grant funds from the PTCC on this form. List all sources of revenue for this project/event (other than PTCC grants) and all projected expenses. For the purposes of this budget, include only cash revenues/expenses and in-kind support; do not include volunteer time. If desired, you may use your own income statement form rather than this form (provided that all required information is supplied); simply state "See Attached" and attach your form.

REVENUES

EXPENSES

Governmental Grants	<u>\$ 3086</u>	Marketing/Advertising**	<u>\$ 6172</u>
Foundation Grants	_____	Salaries/Benefits*	_____
Corporate Grants	_____	Professional Fees	_____
Sponsorships	_____	Travel*	_____
Advertising (programs, etc.)	_____	Training*	_____
Admissions	_____	Equipment*	_____
Booth Rentals	_____		_____
Concessions	_____		_____
Donations	_____		_____
In-Kind Support	_____		_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL	<u>\$ 3086</u>	TOTAL	<u>\$ 6172</u>

PROJECTED INCOME/(LOSS): 0

* = Pursuant to Section 1.16 of the "Grant Request Guidelines," these expenses are not eligible for grant funding.
 ** = Provide details on a separate page.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

CERTIFICATION

The undersigned attests that all information contained in this grant request application is true and correct to the best knowledge of the signer as of the date signed. The undersigned represents and warrants that s/he has full authority to sign this grant request application on behalf of the applicant.

Nancy Evans
SIGNATURE OF AUTHORIZED AGENT

2-10-11
DATE

Nancy Evans
PRINTED NAME OF AUTHORIZED AGENT

1/4 page RV Journal
FOR PTCC USE ONLY

The grant request was heard on (date): 3/3/11

The grant request is: APPROVED DENIED

Approved amount: _____

Authorized Uses of Funds:	<u>Marketing/Advertising</u>	<u>\$ 3086.00</u>
	<u>Start-Up Expenses</u>	<u>\$</u>
	_____	<u>\$</u>
	_____	<u>\$</u>
	TOTAL	<u>\$ 3086.00</u>

Arlette Geelbatter, Staff
Signature of Authorized PTCC Representative

3/3/11
Date



NEVADA
COMMISSION
ON TOURISM

Governor
Jim Gibbons

Lieutenant Governor
& Commission Chair
Brian K. Krolicki

401 North Carson Street
Carson City, NV 89701

Phone
775.687.4322
800.237.0774

Fax
775.687.6779

Website
travelnevada.com

December 8, 2010
Nancy Evans
Pahrump Valley Chamber of Commerce
PO Box 42
Pahrump NV 89041

Dear Nancy:

At a December 7, 2010 meeting of the Nevada Commission on Tourism, your grant application for **Advertising RV Journal** was approved for \$3,086.

The Grant Number assigned to your grant is NST-11-39. Please refer to this assigned grant number in all correspondence.

Pahrump has over 1,500 RV spaces. Therefore, it is logical for them to have a strong presence in the RV Journal.

The enclosed Grant Agreement Form should be signed and returned right away (both page 1 and page 2). The Grant Agreement is a contract and must be on file in the Commission's offices before any reimbursement of costs can be made. **An extra copy of the agreement is enclosed for your files.**

Reimbursements for expenses associated with your project may begin as early as December 8, 2010 and must be completed no later than June 30, 2011. The **Grant Reimbursement Form – Marketing Grant** is available online at <http://travelnevada.biz/grants.aspx> under the Marketing Grant Section. Two sets for each request must be submitted by mail with original signatures along with one copy of the receipts, invoices or signed contracts. These documents must be dated within the grant award date and the fiscal year end date (from December 7, 2010 through June 30, 2011).

The GRANT EVALUATION form must be completed before your final (or your only) request for reimbursement is approved. This form may be completed online by logging into your user account and clicking on the project evaluation tab at <http://travelnevada.biz/grants.aspx>. Volunteer hours spent on your project may be used as a "match" and should be submitted on the **Certificate of Volunteer Hours Form – Marketing Grants** along with the evaluation.

If your grant is for travel or trade shows, follow the GRANT TRAVEL REIMBURSEMENT GUIDELINES also available at <http://travelnevada.biz/grants.aspx>.

If your grant includes costs associated with printed materials (including, but not limited to, programs, literature, posters, signs and advertising), where possible, you should include the Nevada Commission on Tourism's website: www.travelnevada.com and our logo.

YOU MUST COMMIT THE FUNDS BY JUNE 30, 2011. YOUR FINAL GRANT REIMBURSEMENT MUST BE RECEIVED BY THE NEVADA COMMISSION ON TOURISM NO LATER THAN JUNE 30, 2011.

Funds are intended to promote tourism as outlined in your grant application; any specific conditions placed upon the use of these funds are specified in the Grant Agreement.

Should you have any questions, please give us a call.

Sincerely,

Kar. Frlot
Rural Grants Manager

Christian Passink
Rural Programs Manager

**STATE OF NEVADA
COMMISSION ON TOURISM
GRANT AGREEMENT**

GRANT NO: NST-11-39

GRANTEE: Pahrump Valley Chamber of Commerce

PROJECT TITLE: Advertising RV Journal

CONDITIONS/COMMENTS: Pahrump has over 1,500 RV spaces. Therefore, it is logical for them to have a strong presence in the RV Journal.

DATE OF AWARD: December 7, 2010

STATE TOURISM GRANT AWARD: **\$3,086** GRANTEE'S REQUIRED MATCH: **\$3,086**

HOW MATCHED: Local Cash and/or In-Kind Contribution

The following is incorporated into this agreement:

- 1) Project application and attachments
- 2) Comments and conditions as stated above

The State of Nevada, represented by the Executive Director of the Nevada Commission on Tourism, and the Grantee named above, mutually agrees to perform this agreement in accordance with Nevada Revised Statutes, Section 231.260, paragraph 5.

The State of Nevada hereby promises, in consideration of the promises made by the Grantee herein, to obligate to the Grantee the amount of money set forth above and to tender to the Grantee that portion of the obligation which is necessary to pay the State of Nevada's share of the costs of the above project, based on the above percentage of assistance. The Grantee promises, in consideration of the promises made by the State of Nevada herein, to execute the project described above in accordance with the terms of this agreement.

The Commission on Tourism's grant guidelines are in effect as of the date of this agreement, as hereafter amended upon notice of said amendment, and the application for grant funds submitted by the Grantee and approved by the Commission on Tourism.

If special conditions have been placed upon this grant, they are enumerated below.

**THE FULL GRANT REIMBURSEMENT MUST BE RECEIVED BY THE
NEVADA COMMISSION ON TOURISM NO LATER THAN JUNE 30, 2010.**

CONDITIONS:

- 1) Please note the change to Page 2, Item "a" of this Grant Agreement.
- 2) Any photography paid for by grant funding through the Nevada Commission on Tourism will become the property of the Nevada Commission on Tourism. The rights to this photography will be for unlimited usage with no expiration date.

I hereby agree that:

- a. Printed material (including, but not limited to, programs, literature, posters, signs and advertising), and web sites, where possible, should include the Nevada Commission on Tourism's website: www.travelnevada.com
- b. Materials which will be published (including, but not limited to, programs, literature, posters, signs, billboards and advertising) must be reviewed and approved by the Commission in advance of printing. The review will be conducted by the Commission to determine if the materials will further the purpose of promoting travel and tourism to and within Nevada.
- c. This grant is awarded for the purpose of promoting travel and tourism to and within the state of Nevada as set forth in the application for grant funds approved by the Nevada Commission on Tourism and must be used for no other purpose.
- d. All grant funds must be obligated or expended in the same fiscal year for which they are awarded.
- e. Prior to release of any grant funds, Grantee must provide evidence to the Commission of an amount of money or in-kind services to match the grant in proportion as approved by the Commission on Tourism and to be used for the purposes approved by the Commission.
- f. Grants may be audited at any time by the Commission on Tourism, Legislative Auditor, Attorney General, or its representatives, and all grants will be audited upon completion.
- g. All final performance audits must be completed to the satisfaction of the Commission prior to consideration of further applications from the Grantee.
- h. Grantee must notify the Commission, in writing, of the completion of the grant project, including a full report of the results of the project.
- i. The following are not matchable expenses under the term of the grant award: capital investments (excluding billboards and signs), salaries, staff benefits, cost over-runs, overhead, supplies, equipment purchase, alcohol or drugs, communications by telephone, telegraph, telex, postal mail or any other means, and non-budgeted expenses, expenses or commitments made prior to the starting date of this grant.
- j. A final project evaluation will be completed by the Commission, to include the final audit and comparison of the project's goals with its end results. Payment will be made upon notice of the completion and audit by the Commission. An evaluation form must be completed by the Grantee at the time of the billing before funds will be released and before additional monies will be released by the Commission on other projects.
- k. This grant award is made subject to the provisions of the approved application, grant guidelines, the Commission's budget and any applicable state regulation and statute.
- l. Other: EVIDENCE MUST BE PRESENTED THAT THE OBLIGATION OR EXPENDITURE HAS BEEN MADE FOR THE PURPOSES PRESENTED IN THE APPLICATION FOR GRANT FUNDS AND APPROVED BY THE NEVADA COMMISSION ON TOURISM BEFORE ANY GRANT FUNDS WILL BE RELEASED.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT AS OF THE DATE ENTERED BELOW:

THE STATE OF NEVADA:

GRANTEE:

By 
 Signature

By: _____

Interim Director, Nevada Commission on Tourism

 Name and Title

Name and Title

Date: December 7, 2010

Date: _____

TOWN
MANAGER'S
REPORT



Town Manager Report

03/22/10

1. **Budget FY12** – See attached memo from staff re: Update on Fiscal Year 2011-2012 Budget Preparations.
2. **Bob Ruud Community Center** – BEC is still waiting to hear about Phase 1 of the grant.
3. **Simkins Park Project**
 - a. Staff did the final walk through of the Park on March 17, 2011 along with GC Wallace and Gothic Landscaping. Everything passed!
 - b. Grand Opening = April 9, 2011. See everyone there.
4. **BLM Projects**
 - a. **Last Chance Park** – See agenda item #15.
 - b. **R&PP Lease** – The Town has begun filling for the new 40-acre site located at Kellogg and Homestead for a new Park.
 - c. **Cost Recovery Account** – The Town finally received a report on the cost recovery account. However, the report was not as detailed as requested. (See attached report Titled Static Filters) The report shows the Town still has \$1,631.23 remaining from the \$10,000. The Town Manager is requesting a detailed report showing all costs and where the refund to the Town was placed.
 - d. **Land Sales** – The Town Manager was informed that the Mountain Raceway property sale was delayed until later this year, possible August or September.
 - e. **Renewable Energy Projects** – Staff is still discussing proposed RE projects that have shown interest in locating into Pahrump. One company is looking into purchasing private land inside Pahrump adjacent to BLM property.
5. **POOL** – The construction work has started! Unfortunately during the construction process, it was found that there was absolutely no base under the existing concrete. It was also discovered that two of the lights inside the pool (under the waterline) were leaking and need to be replaced. The cost for this project is rising. As soon as we have a cost that cost will be brought to the Town Board.
6. **Tower**
 - a. The Flash Cuts for Channels 17, 19, 24, 28 and 36 have been granted. (See attached e-mail from grichardson@gwrc-lic.com.) Everything is moving along quite nicely.
 - b. See attached Construction Permits.

7. **Proposed Gun Range** – Staff along with the BLM and officials of Nye County will be touring the Gun Range off of Bell Vista. There have been talks in the past about the Town and County creating a real gun range for the enjoyment of the citizens of Pahrump and Nye County. As more detailed become available they will be passed along.

8. **Correspondences:**
 - a. CCA Nevada Southern Detention Center: Letter from Ms. Belnap, Human Resources Manager
 - b. Mrs. Endersby – E-mails referring State of Nevada Administrative Department, Community Outreach Task Force.

9. **Department Head Reports:**
 - a. Fire-Rescue Service

10. **Town Manager Calendars:**
 - a. March 2011
 - b. April 2011

**MEMO
TOWN OF PAHRUMP
TOWN BOARD AGENDA ITEM
MEETING DATE: 03-22-2011**

TO: Town Board

FROM: William B. Kohbarger, Town Manager
Michael Sullivan, Finance Director

DATE: March 16, 2011

RE: Update on Fiscal Year 2011-2012 Budget Preparations

1. Budget Process Overview

To refresh everyone's memory, the Town's fiscal budget year runs from July 1st, 2011 to June 30th, 2012.

We will be hosting public workshops from Tuesday, March 29th to Thursday, March 31th at the Annex to review a draft of FY12 Budget which covers a wide variety of community services and programs.

The Department of Taxation requires that a Tentative Budget be submitted by April 15th, with a Final Budget version approved and submitted by June 1st.

2. Budget Preparation Time schedule

The budget cycle begins after the prior fiscal year's audit is presented and approved by the Town Board. Once approved, we incorporate these final audit numbers into the worksheets and begin to develop revenue and expense projections for the new fiscal year 2011-2012.

Outlined below is a *draft* schedule of events and meetings, including the meeting dates and locations for Town Board and public hearing to adopt the FY12 budget.

Legislative actions during the February to May session may impact our financial projections provided by the Department of Taxation. So there may be a need to have additional meetings to amend and approve a revised FY12 budget after the required June 1st filing date.

Due to difficulties on finalizing policies and calculations related to the tax abatements under the AB489 tax cap legislation, or changes directed by the State Legislature, we may be directed by the Department of Taxation to make required changes prior to filing

**MEMO
TOWN OF PAHRUMP
TOWN BOARD AGENDA ITEM
MEETING DATE: 03-22-2011**

these documents, especially since the legislature may still be in session in May and June.

Therefore we usually request that staff be allowed, if necessary, to amend the final budgets as directed by the Department of Taxation in order to file in a timely manner, and if so, to advise the Town Board at their next regularly scheduled meeting in June of the changes.

- a) January 16th – State Demographer releases population estimate.
- b) February 15th – Department of Taxation releases preliminary revenue estimates.
- c) March 15th – Department of Taxation releases final CTX revenue estimates.
- d) March 25th – Department of Taxation releases revised property tax revenue estimates.
- e) March 26-29th - Town Board Public Budget Workshops.
- f) April 15th – Town files Tentative Budget with the Department of Taxation.
- g) May 19th – Town Board Public Hearing to on draft Final Budget.
- h) May 24th – Town approves and adopts Final Budget for Department of Taxation
- i) June 1st – Final Budget submittal deadline with Department of Taxation.

3. Potential Financial & Budget Issues

A. Economic Trends

The national and local economic trends have stalled development growth in Pahrump. Our preliminary assessed valuation has decreased nearly 40%. Clearly new residential construction has ceased, and the same for commercial projects not already in the funding pipeline.

Nye County building permits have significantly reduced our projected Impact Fees.

While sales tax collections are somewhat encouraging, the incremental growth is nominal, generally reflective of large one time purchases in the industrial sectors or changes in centrally assessed sectors.

While there was some boost provided to local employment in the last year with the opening of the detention center, in general unemployment has continued to erode and

**MEMO
TOWN OF PAHRUMP
TOWN BOARD AGENDA ITEM
MEETING DATE: 03-22-2011**

further reductions could occur due to the national and local economy. .

B. Tax Cap

Now as it enters its fifth year since passage, the long term impact of the 3% tax cap law could become significant as the growth of assessed valuation has reversed and the sizeable increases due to new construction being added to the tax rolls each year has essentially ceased.

C. Impact Fees

Due to credit market contractions, the impact fee collections for both Parks and Fire Services have dropped significantly below projections when it was started in FY2005-6. Economists don't predict that we will see any rebound during the next fiscal year. Luckily we have only spent nominal amounts from the Impact Fee Funds.

We will need to continue to be cautious, understanding that collected fees may be subsequently reduced to provide allowable credits to developers for capital improvements they might install during subsequent construction.

The County continues to have discussions regarding a moratorium, which could restrict future cash flows and infrastructure investments related to the accumulated impact fee funds.

If you have any additional questions, we would be happy to answer them.

Static Filters

Business area L000
 Funded Program LVCLF09F5360
 Fund Type DC*
 Fiscal year 2011
 Fund PPS*; 090L*; X00L*
 Posting period 1 - 13
 Fiscal Year Variant V9
 FM area Dept of the Interior
 Stat. key figures Real (Budget Relevant)

Dynamic Filters

Key Figures Overall Budget
 Consumable Budget
 Commitments
 Unliquidated Obligations
 Total Expenditures
 Total Obligations (incl. Comm)
 Percent Obligated
 Current Available Funds
 Percent Available
 Available Balance w/o Payroll Accrual
 Overall Budget
 Commitments
 Unliquidated Obligations
 Total Expenditures
 Available Balance w/o Payroll Accrual
 Percent Available

Variables

Business Area by Authorization L000 Bureau of Land Management
 Budget Version 0
 Fiscal Year (Mandatory, Selection) 2011
 Period/Fiscal Year (Selection Option, Optional)
 Fund X00L*; 090L*; PPS*
 Funds Center (Optional)
 FA Budget Activity(Optional, Selection Option)
 Funded Program LVCLF09F5360 PAHRUMP VALLEY AIRPO
 Fund Type DC*
 Posting Period, (Optional, Interval) 1 - 13
 Functional Area (Optional)
 Commitment Item (Selection Option, Optional)

				Consumable Budget	Total Obligations (incl. Comm)	Current Available Funds	Percent Obligated
				Business area L000	L000	L000	L000
Fiscal year	Fund	FA Budget Program	FC Org. Level 1	\$	\$	\$	\$
2011	L341 BC,DEP_FOR	X00L5017AR	LS4400000	LLNV	1,631.23		1,631.23
				Result	1,631.23		1,631.23
			Result		1,631.23		1,631.23
			Result		1,631.23		1,631.23
Overall Result					1,631.23		1,631.23

William Kohbarger

From: grichardson@gwrc-llc.com
Sent: Tuesday, March 15, 2011 7:12 PM
To: Matt Luis; William A. Kohbarger
Subject: Fw: Flash Cut Construction Permits

I'm in Washington DC until friday.

George

Sent from my Verizon Wireless BlackBerry

From: gallisonjr60@netscape.net
Date: Tue, 15 Mar 2011 17:55:31 -0400
To: <grichardson@gwrc-llc.com>
Subject: Flash Cut Construction Permits

George, We received the notices today that the flash cut CPs for channel 17, 19, 24, 28, and 36 have been granted.

If you would be so kind as to notify the town officials, we would appreciate it. They will get the construction permits in the mail soon.

73,

Gordon



United States of America
FEDERAL COMMUNICATIONS COMMISSION
DIGITAL LOW POWER TELEVISION/TELEVISION TRANSLATOR
BROADCAST STATION CONSTRUCTION PERMIT

Official Mailing Address:

TOWN OF PAHRUMP
400 N. HIGHWAY 160
PAHRUMP NV 89048

Facility Id: 67421

Call Sign: K36BQ-D

Permit File Number: BDFCDTT-20110222ABN

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a bearing on this construction permit. See Report & Order, Streamlining of Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para. 77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998). Pursuant to these rules, this construction permit will be subject to automatic forfeiture unless construction is complete and an application for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: TOWN OF PAHRUMP

Station Location: NV-PAHRUMP

Frequency (MHz): 602 - 608

Channel: 36

Hours of Operation: Unlimited

Authorizing Official:

Hossein Hashemzadeh

Hossein Hashemzadeh

Deputy Chief

Video Division

Media Bureau

Grant Date:

~~MAR 15 2011~~

This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

Callsign: K36BQ-D

Permit No.: BDFCDTT-20110222ABN

Transmitter: Type Accepted. See Sections 74.750 of the Commission's Rules.

Antenna type: (directional or non-directional): Non-Directional

Description: SCA SL-8

Major lobe directions (degrees true): Not Applicable

Beam Tilt: Not Applicable

Antenna Coordinates: North Latitude: 36 deg 12 min 29 sec

West Longitude: 115 deg 58 min 35 sec

Maximum Effective Radiated Power (ERP): 0.332 kW

Transmitter Output Power: 0.03 kW

Height of radiation center above ground: 53 Meters

Height of radiation center above mean sea level: 893 Meters

Antenna structure registration number: None

Overall height of antenna structure above ground: 56.1 Meters

Out-of-Channel Emission mask: Simple

Special operating conditions or restrictions:

- 1 This authorization is subject to the condition that low power television is a secondary service, and that low power television and television translator stations must not cause interference to the reception of existing or future full service television stations on either allotted NTSC or DTV channels, and must accept interference from such stations.

*** END OF AUTHORIZATION ***



United States of America
FEDERAL COMMUNICATIONS COMMISSION
DIGITAL LOW POWER TELEVISION/TELEVISION TRANSLATOR
BROADCAST STATION CONSTRUCTION PERMIT

Official Mailing Address:

TOWN OF PAHRUMP
400 N. HIGHWAY 160
PAHRUMP NV 89048

Facility Id: 67422

Call Sign: K17CL-D

Permit File Number: BDFCDTT-20110222ABO

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a bearing on this construction permit. See Report & Order, Streamlining of Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para. 77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998). Pursuant to these rules, this construction permit will be subject to automatic forfeiture unless construction is complete and an application for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: TOWN OF PAHRUMP

Station Location: NV-PAHRUMP

Frequency (MHz): 488 - 494

Channel: 17

Hours of Operation: Unlimited

Authorizing Official:

Hossein Hashemzadeh

Hossein Hashemzadeh

Deputy Chief

Video Division

Media Bureau

Grant Date: MAR 15 2011

This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

1 Callsign: K17CL-D

Permit No.: BDFCDTT-20110222ABO

Transmitter: Type Accepted. See Sections 74.750 of the Commission's Rules.

Antenna type: (directional or non-directional): Non-Directional

Description: SCA SL-8

Major lobe directions 188
(degrees true):

Beam Tilt: Not Applicable

Antenna Coordinates: North Latitude: 36 deg 12 min 29 sec
 West Longitude: 115 deg 58 min 35 sec

Maximum Effective Radiated Power (ERP): 0.283 kW

Transmitter Output Power: 0.03 kW

Height of radiation center above ground: 53 Meters

Height of radiation center above mean sea level: 893 Meters

Antenna structure registration number: None

Overall height of antenna structure above ground: 56.1 Meters

Out-of-Channel Emission mask: Simple

Special operating conditions or restrictions:

- 1 This authorization is subject to the condition that low power television is a secondary service, and that low power television and television translator stations must not cause interference to the reception of existing or future full service television stations on either allotted NTSC or DTV channels, and must accept interference from such stations.

*** END OF AUTHORIZATION ***



United States of America

FEDERAL COMMUNICATIONS COMMISSION
DIGITAL LOW POWER TELEVISION/TELEVISION TRANSLATOR
BROADCAST STATION CONSTRUCTION PERMIT

Official Mailing Address:

TOWN OF PAHRUMP
400 N. HIGHWAY 160
PAHRUMP NV 89048

Facility Id: 67418

Call Sign: K19BU-D

Permit File Number: BDFCDTT-20110222ABP

Authorizing Official:

Hossein Hashemzadeh

Hossein Hashemzadeh

Deputy Chief

Video Division

Media Bureau

Grant Date: **MAR 15 2011**

This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a bearing on this construction permit. See Report & Order, Streamlining of Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para. 77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998). Pursuant to these rules, this construction permit will be subject to automatic forfeiture unless construction is complete and an application for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: TOWN OF PAHRUMP

Station Location: NV-PAHRUMP

Frequency (MHz): 500 - 506

Channel: 19

Hours of Operation: Unlimited

Callsign: K19BU-D

Permit No.: BDFCDTT-20110222ABP

Transmitter: Type Accepted. See Sections 74.750 of the Commission's Rules.

Antenna type: (directional or non-directional): Non-Directional

Description: SCA SL-8

Major lobe directions (degrees true): Not Applicable

Beam Tilt: Not Applicable

Antenna Coordinates: North Latitude: 36 deg 12 min 29 sec

West Longitude: 115 deg 58 min 35 sec

Maximum Effective Radiated Power (ERP): 0.283 kW

Transmitter Output Power: 0.03 kW

Height of radiation center above ground: 53 Meters

Height of radiation center above mean sea level: 893 Meters

Antenna structure registration number: None

Overall height of antenna structure above ground: 56.1 Meters

Out-of-Channel Emission mask: Simple

Special operating conditions or restrictions:

- 1 This authorization is subject to the condition that low power television is a secondary service, and that low power television and television translator stations must not cause interference to the reception of existing or future full service television stations on either allotted NTSC or DTV channels, and must accept interference from such stations.

*** END OF AUTHORIZATION ***



United States of America
FEDERAL COMMUNICATIONS COMMISSION
DIGITAL LOW POWER TELEVISION/TELEVISION TRANSLATOR
BROADCAST STATION CONSTRUCTION PERMIT

Official Mailing Address:

TOWN OF PAHRUMP
400 N. HIGHWAY 160
PAHRUMP NV 89048

Facility Id: 67417

Call Sign: K24BY-D

Permit File Number: BDFCDTT-20110222ABQ

Authorizing Official:

Hossein Hashemzadeh

Hossein Hashemzadeh

Deputy Chief

Video Division

Media Bureau

Grant Date: **MAR 15 2011**

This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a bearing on this construction permit. See Report & Order, Streamlining of Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para. 77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998). Pursuant to these rules, this construction permit will be subject to automatic forfeiture unless construction is complete and an application for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: TOWN OF PAHRUMP

Station Location: NV-PAHRUMP

Frequency (MHz): 530 - 536

Channel: 24

Hours of Operation: Unlimited

Callsign: K24BY-D

Permit No.: BDFCDTT-20110222ABQ

Transmitter: Type Accepted. See Sections 74.750 of the Commission's Rules.

Antenna type: (directional or non-directional): Non-Directional

Description: SCA SL-8

Major lobe directions (degrees true): Not Applicable

Beam Tilt: Not Applicable

Antenna Coordinates: North Latitude: 36 deg 12 min 29 sec
West Longitude: 115 deg 58 min 35 sec

Maximum Effective Radiated Power (ERP): 0.283 kW

Transmitter Output Power: 0.03 kW

Height of radiation center above ground: 53 Meters

Height of radiation center above mean sea level: 893 Meters

Antenna structure registration number: None

Overall height of antenna structure above ground: 56.1 Meters

Out-of-Channel Emission mask: Simple

Special operating conditions or restrictions:

- 1 This authorization is subject to the condition that low power television is a secondary service, and that low power television and television translator stations must not cause interference to the reception of existing or future full service television stations on either allotted NTSC or DTV channels, and must accept interference from such stations.

*** END OF AUTHORIZATION ***



United States of America

FEDERAL COMMUNICATIONS COMMISSION
DIGITAL LOW POWER TELEVISION/TELEVISION TRANSLATOR
BROADCAST STATION CONSTRUCTION PERMIT

Official Mailing Address:

TOWN OF PAHRUMP
400 N. HIGHWAY 160
PAHRUMP NV 89048

Authorizing Official:

[Handwritten signature of Hossein Hashemzadeh]

Hossein Hashemzadeh
Deputy Chief
Video Division
Media Bureau

Facility Id: 67423

Grant Date: MAR 15 2011
This permit expires 3:00 a.m.
local time, 36 months after the
grant date specified above.

Call Sign: K28CS-D
Permit File Number: BDFCDTT-20110222ABR

Subject to the provisions of the Communications Act of 1934, as amended,
subsequent acts and treaties, and all regulations heretofore or hereafter
made by this Commission, and further subject to the conditions set forth
in this permit, the permittee is hereby authorized to construct the radio
transmitting apparatus herein described. Installation and adjustment of
equipment not specifically set forth herein shall be in accordance with
representations contained in the permittee's application for construction
permit except for such modifications as are presently permitted, without
application, by the Commission's Rules.

Commission rules which became effective on February 16, 1999, have a
bearing on this construction permit. See Report & Order, Streamlining of
Mass Media Applications, MM Docket No. 98-43, 13 FCC RCD 23056, Para.
77-90 (November 25, 1998); 63 Fed. Reg. 70039 (December 18, 1998).
Pursuant to these rules, this construction permit will be subject to
automatic forfeiture unless construction is complete and an application
for license to cover is filed prior to expiration. See Section 73.3598.

Equipment and program tests shall be conducted only pursuant to Sections
73.1610 and 73.1620 of the Commission's Rules.

Name of Permittee: TOWN OF PAHRUMP

Station Location: NV-PAHRUMP

Frequency (MHz): 554 - 560

Channel: 28

Hours of Operation: Unlimited

Callsign: K28CS-D

Permit No.: BDFCDTT-20110222ABR

Transmitter: Type Accepted. See Sections 74.750 of the Commission's Rules.

Antenna type: (directional or non-directional): Non-Directional

Description: SCA SL-8

Major lobe directions (degrees true): Not Applicable

Beam Tilt: Not Applicable

Antenna Coordinates: North Latitude: 36 deg 12 min 29 sec

West Longitude: 115 deg 58 min 35 sec

Maximum Effective Radiated Power (ERP): 0.283 kW

Transmitter Output Power: 0.03 kW

Height of radiation center above ground: 53 Meters

Height of radiation center above mean sea level: 893 Meters

Antenna structure registration number: None

Overall height of antenna structure above ground: 56.1 Meters

Out-of-Channel Emission mask: Simple

Special operating conditions or restrictions:

- 1 This authorization is subject to the condition that low power television is a secondary service, and that low power television and television translator stations must not cause interference to the reception of existing or future full service television stations on either allotted NTSC or DTV channels, and must accept interference from such stations.

*** END OF AUTHORIZATION ***

February 17, 2011

Town of Pahrump/Town Office
400 N. Highway 160
Pahrump, NV 89060

Dear Sir or Madam:

As a part of Nevada Southern Detention Center's affirmative action program, we periodically notify recruiting sources of our commitment to equality of opportunity. It is Nevada Southern Detention Center's policy to take affirmative action to employ, and advance in employment, qualified minorities, women, disabled persons, qualified disabled veterans, qualified veterans of the Vietnam era, or other veterans who served on active duty during a war or in a campaign for which a campaign badge has been authorized.

It is our expectation that cooperation between Nevada Southern Detention Center and your organization will result in equal opportunity to all qualified persons regardless of age, race, color, sex, religion, national origin, disability, or veteran status.

Yours truly,



Janet Belnap

Human Resources Manager
Nevada Southern Detention Center
2190 E. Mesquite
Pahrump, NV 89060
(W) 775-751-4510
(F) 775-751-7933

Pahrump Fire - Rescue Service



Monthly Report Feb-11

Scott F. Lewis
Fire Chief

Department Responses:

Monthly Response Total:

	<u>February</u>
Fire:	113
EMS:	438
Total:	551

Response Type:

Fire Incident Type:

	Month
Fires (structures, vehicles, brush, etc.)	11
Rescue/MVAs/Medical Assists	39
Hazardous Conditions/No Fire:	4
Service Assignments:	39
Good Intent Calls:	2
False Calls(alarms & intentional)	17
Special Incidents (miscellaneous)	1
Total:	113

EMS Responses:

	Month
911 Transports	232
Interfacility Transf.	138
AMA:	68
Totals:	438
Civilian Fire Deaths:	4
Civilian Fire Injuries	2
Firefighter Injury	1
Other Public Servants:	2

NCSO

Apparatus and Facilities:

Apparatus Issues:

- * All Apparatus in Service
- * Two front line Dodge ambulances (2007 models) have exceeded 250,000 miles with no engine, transmission, or other large drive train replacement or major repairs.

Building Issues:

- * Station 1: No changes
- * Station 5: No changes.
- * Station 3: No changes.
- * Station 2: No changes.

Activities:

Completed:

- * Pahrump Fire was the successful recipient of a \$10,000+ SERC Grant
- * Pahrump Fire rec'd 100% compliance for a 2009/2010 BLM Grant Audit \$40K
- * Pahrump Fire assisted the PACE program with two mock DUI videos
- * Pahrump Fire participated in the "Shadow Program" with 7 students.
- * Pahrump Fire completed an inspection of a carnival at the Pahrump Nugget
- * Pahrump Fire hosted a blood drive at Station 1.
- * Fire Chief attended several meeting as the Test Site for upcoming joint training
- * Department currently underway with hydro testing of medical oxygen bottles.
- * Fire Chief attended numerous meetings with Nye Planning, Buildings and Safety, VEA/Utility, DV Hospital, etc.

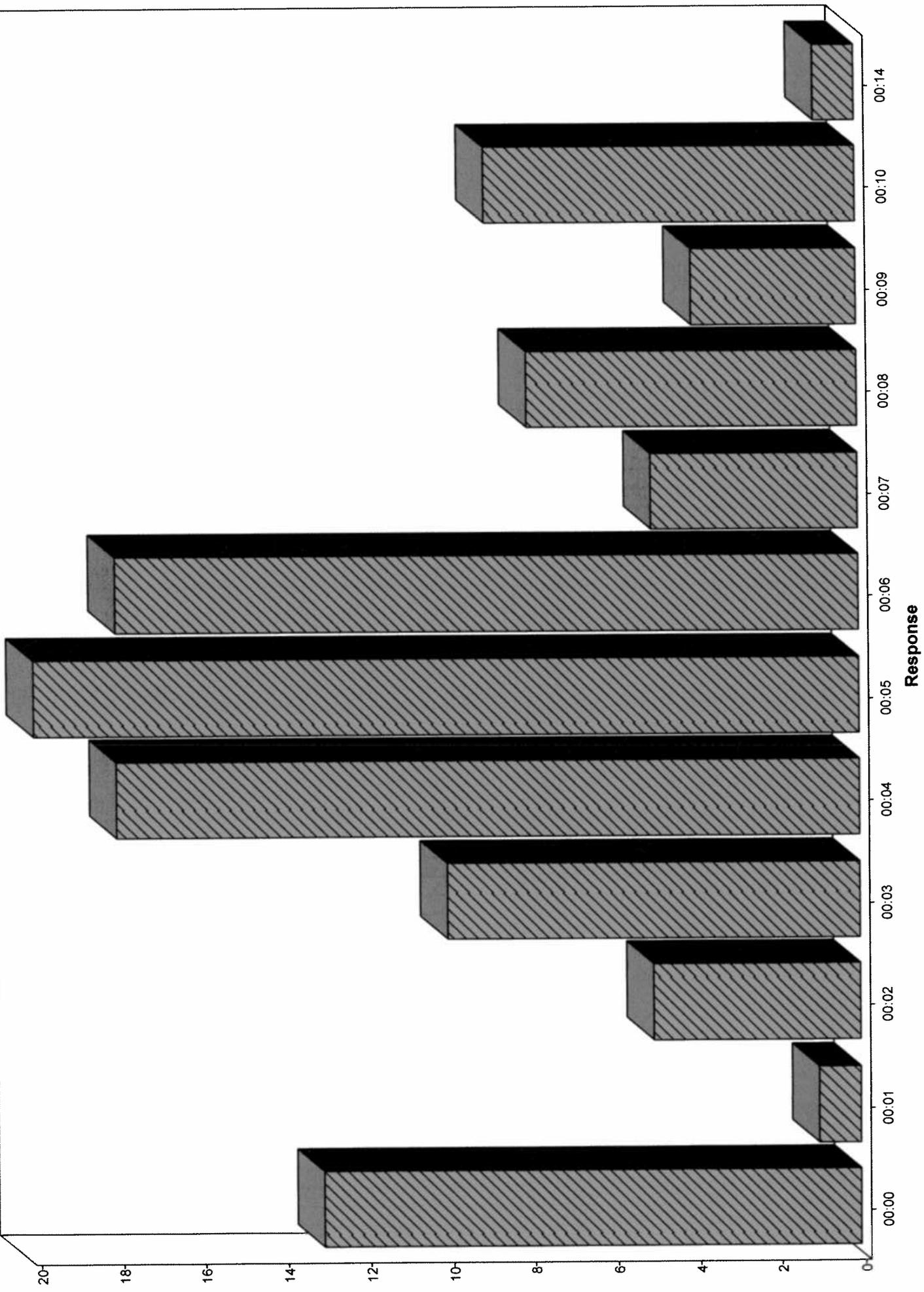
Upcoming:

- * Continue Pre-Fire Plans

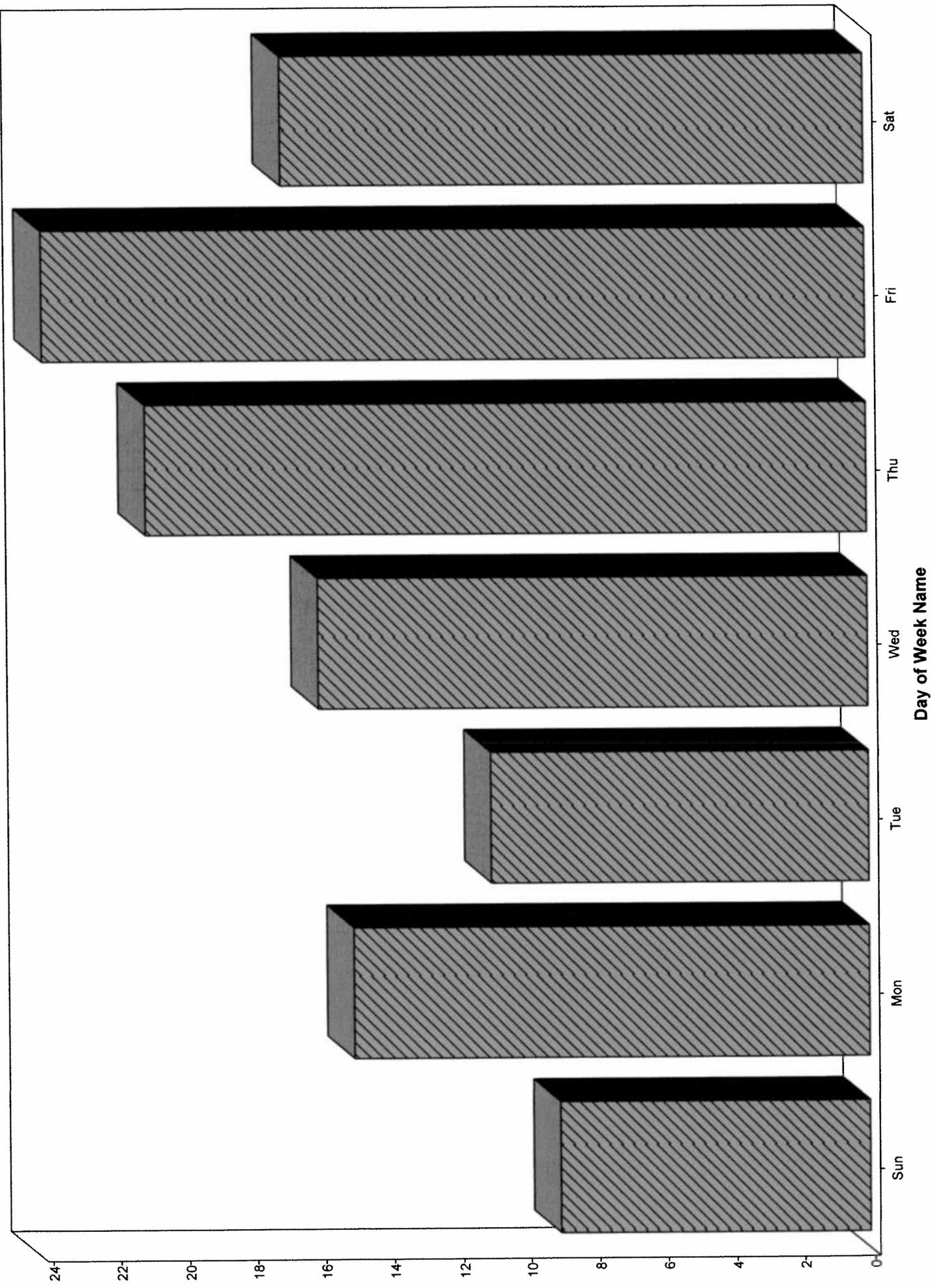
Miscellaneous:

- * Fire Chief received the attached "Thank You" card.
-
-

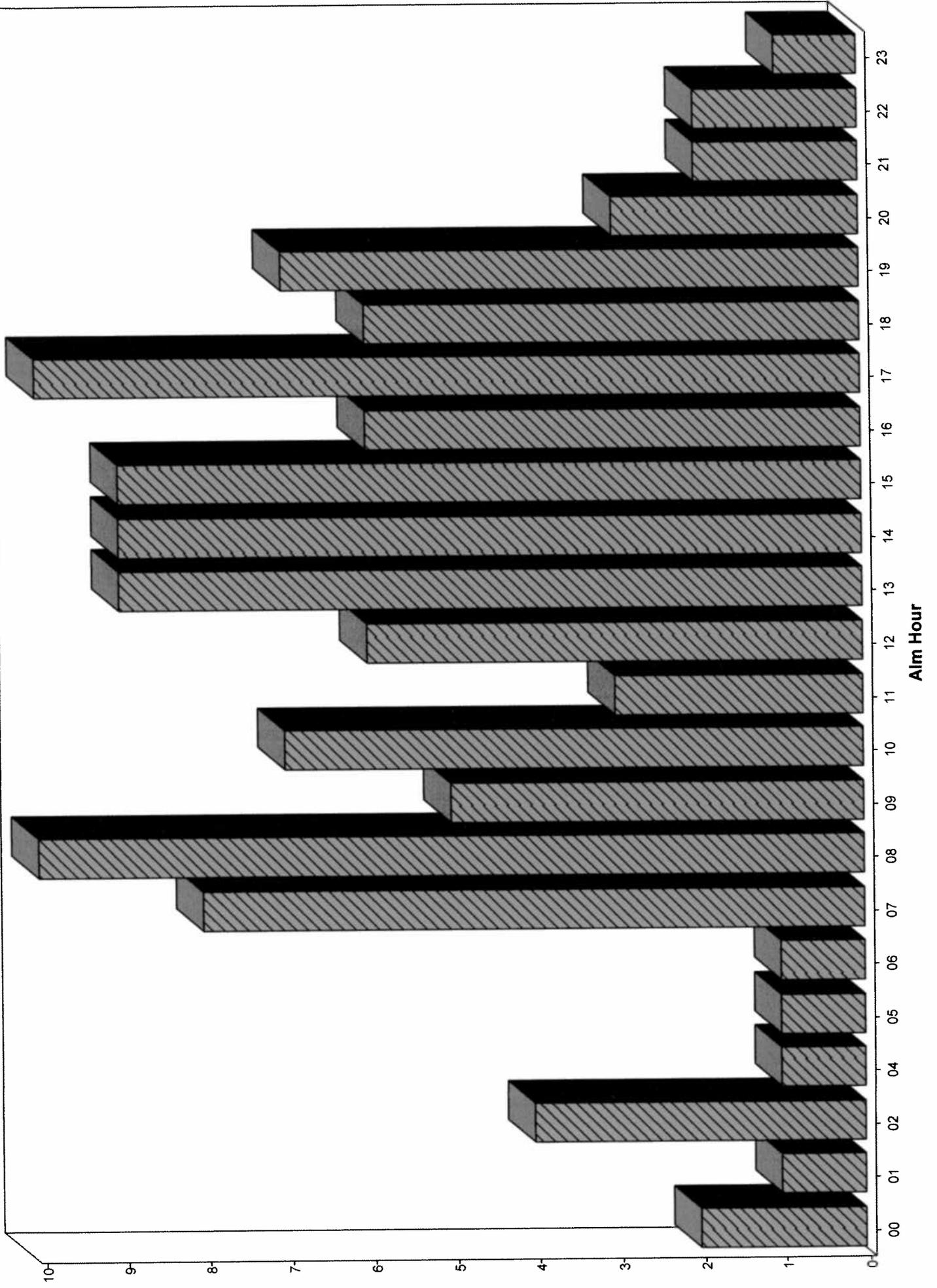
NFIRS Incidents by Response Time (in minutes)
Alarm Date Between {02/01/2011} And {02/28/2011}



Incident Responses by Day of Week
Alarm Date Between {02/01/2011} And {02/28/2011}



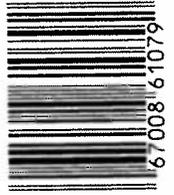
Count of Incidents by Alarm Hour
Alarm Date Between {02/01/2011} And {02/28/2011}





FÜ PÜ™

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4638674

2.79 NPH139A

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AMERICAN GREETINGS CLEVELAND, OHIO 44114

PVFR

You really know
how to put a smile
on someone's face.

Thanks

Thank you for the excellent
care you gave me last Wednesday!
Also thank you for doing this everyday!

Quentin Aukerman

March 2011

March 2011							April 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 27	28	Mar 1	2	3	4	5
		9:00am Tom-VEA 3:00pm Dept Head M	11:30am Rotary 5:30pm Poker Nugge 7:00pm Public Lands	10:00am Joint Executi		
6	7	8	9	10	11	12
	2:00pm Dr Waters/Sk	Depositions - Lawsuit			9:00am Bi-Weekly Ec	
		7:30am DA Kunzi 9:00am Utility Meetin 7:00pm Town Board	11:30am Rotary 6:00pm Regional Plar	7:00am Tourism 10:00am Dr. Waters 1:30pm Ad Hoc Comr		
13	14	15	16	17	18	19
	10:30am KPVM Cham 3:30pm NLC Teleconl	12:00pm Ribbon Cuttir 3:00pm Dept Head M	11:30am Rotary 2:00pm Carl Delane	9:30am Simkins Park	10:00am Field Trip-Ga	
20	21	22	23	24	25	26
		7:00pm Town Board	11:30am Rotary 6:00pm Carlson POOL	Negotiations		
					9:00am Bi-Weekly Ec	
27	28	29	30	31	Apr 1	2
	5:00pm Nevada Outr		11:30am Rotary	10:00am meet on fire/		

April 2011

April 2011							May 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 27	28	29	30	31	Apr 1	2
3	4	5	6	7	8	9
		9:00am Tom-VEA 3:00pm Dept Head M	11:30am Rotary 7:00pm Public Lands		9:00am Bi-Weekly Ec	
10	11	12	13	14	15	16
	10:00am Inter-agency 10:00am Canceled: Int	9:00am Utility Meetin 7:00pm Town Board	11:30am Rotary 6:00pm Regional Plar	7:00am Tourism 4:00pm GovQA		
17	18	19	20	21	22	23
		3:00pm Dept Head M	11:30am Rotary		9:00am Bi-Weekly Ec	
24	25	26	27	28	29	30
	5:00pm Nevada Outr	7:00pm Town Board	11:30am Rotary			