

Pahrump Tourism RFP N. 2011-01 - Video Production Serevices - 3 Trips
M Creative Group, Inc. - Submitted 8/23/11

Acct#	Category Description	Page	Total
1100	Development	1	\$1,600
1500	Directors Unit	1	\$2,700
1600	Talent	1	\$600
TOTAL ABOVE-THE-LINE			\$4,900
2600	Camera Operations	1	\$2,500
3500	Location Department	1	\$2,995
TOTAL PRODUCTION			\$5,495
5100	Editing	2	\$1,300
5400	Music	2	\$500
TOTAL POST PRODUCTION			\$1,800
TOTAL OTHER			\$0
	Contingency : 0.0%		\$0
	Overhead : 20.0%		\$2,439
	Insurance : 2.5%		\$305
	Total Above-The-Line		\$4,900
	Total Below-The-Line		\$7,295
	Total Above and Below-The-Line		\$12,195
	Total Payroll		\$0
	Grand Total		\$14,939

Acct#	Description	Amt	Units	X	Rate	Sub T	Total
1100 Development							
1101	Copywriting						
	Script Development	5	Days	1	300	1,500	
	Total						\$1,500
1107	Office Overhead						
	Misc - phones, fax, supplies	1	Allow	1	100	100	
	Total						\$100
Account Total for 1100							\$1,600
1500 Directors Unit							
1501	Director/Producer						
	Shoot	7	Days	1	300	2,100	
	Post	2	Days	1	300	600	
	Total						\$2,700
Account Total for 1500							\$2,700
1600 Talent							
1613	Voice Over Narration						
	Jack Jemigan DVBE	3	Sessions	1	200	600	
	Total						\$600
Account Total for 1600							\$600
TOTAL ABOVE-THE-LINE							\$4,900
2600 Camera Operations							
2601	Director of Photography						
	Shoot	7	Days	1	300	2,100	
	Total						\$2,100
2613	Purchases						
	1.5 TB portable Hard Drive	2	Drives	1	200	400	
	Total						\$400
Account Total for 2600							\$2,500
3500 Location Department							
3502	Travel Costs						
	RTL to MCG R/T	270	miles	3	0.5	405	
	MCG to Pahrump R/T	560	miles	3	0.5	840	
	Regional Locations	100	miles/day	7	0.5	350	
	Total						\$1,595
3504	Lodging						

Continuation of Account 3504

Acct#	Description	Amt	Units	X	Rate	Sub T	Total
	Hotel	2	Rooms	7	100	1,400	
	Total						\$1,400
Account Total for 3500							\$2,995
TOTAL PRODUCTION							\$5,495
5100 Editing							
5102	Editor						
	Editor & Edit Suite Pkg.	4	Days	1	300	1,200	
	Total						\$1,200
5198	Miscellaneous						
	Misc. - phones, fax, supplies	1	Allow	1	100	100	
	Total						\$100
Account Total for 5100							\$1,300
5400 Music							
5414	Rights/Royalties						
	Royalty Free Music	5	Tracks	1	100	500	
	Total						\$500
Account Total for 5400							\$500
TOTAL POST PRODUCTION							\$1,800
TOTAL OTHER							\$0
	Contingency : 0.0%						\$0
	Overhead : 20.0%						\$2,439
	Insurance : 2.5%						\$305
	Total Above-The-Line						\$4,900
	Total Below-The-Line						\$7,295
	Total Above and Below-The-Line						\$12,195
	Total Payroll						\$0
	Grand Total						\$14,939

Budget Information Report

Budget Title	: Pahrump Tourism RFP N. 2011-01 - Video Production Services - 3 Trips	Total Number of Items
Budget Number	:	Categories : 41
Revision Number	: 2	Accounts : 512
Currency		Details : 517
Base	: U United States 1.0	Fringes : 18
Conversion	: U United States 1.0	Globals : 91
		Groups : 13
		Units : 8
Budget File		Locations : 0
Current filename	: /Users/spinsker/Documents/My Documents/M Creative Group/Bids/Pahrump Tourism Videos/Pahrump Tourism Videos - RE-BID/Pahrump Tourism Videos - RE-BID - Budgets/Pahrump Tourism Videos MCG Budget - 3Trips.mbd	Sets : 0
Previous filename	: /Users/spinsker/MMDData/MM Budgeting/Templates/System Templates/M Creative Group - Corporate.ept	Currencies : 3
Filename before that	: /Users/spinsker/EPData/EP Budgeting/Templates/M Creative Group - Corporate.epb	4th level : 0
Date Created	: Wed Mar 9, 2011 at 2:26 PM PST	
Date Last Updated	: Sat Aug 27, 2011 at 4:07 PM PDT	

Remarks :

<p>Critical Assumptions:</p> <p>7 days of location filming total spread over 3 trips</p> <p>All locations provided by client, no location fees included</p>

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding 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
10/3/2011	10/25/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision Regarding the future of the Fall Festival (Fair & Festival).

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 as provided by Mr. Kulkin.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mr. Kulkin, Town Board Member

SPONSORED BY:

Mr. Kulkin, Town Board Member
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number

Back Up for Fall Festival item

For years there have been concerns about the Fall Festival. These concerns get louder year after year. I as many others received emails and other communication this year over the Fall Festival. All were complaining about one thing or another. Many volunteers quit this year over issues with those running the event. Many vendors had unacceptable problems ranging from being told the wrong event dates to no utilities to run their concession. There were financial issues questioning the integrity of the funds collected.

The Sheriff's office wanted to be paid for doing their job at the Parade and Festival stating these were now "private" events. The Festival has seen a drop in vendors every year. The biggest event of the year in Pahrump is dying due to improper management, operation and control.

I believe the Town of Pahrump has let its citizens down. The Town of Pahrump has turned its back on a community need. There have been financial problems with the Festival due to the fact it was not run right, not because the Festival can not be run in a profitable manner. The Pahrump Valley Times web site comments call out for a Town run Festival. The Town of Pahrump has a responsibility to its citizens to ensure the Festival event is run properly to realize the best possible potential.

The purpose of this agenda item is to discuss options for the Fall Festival and possible action. I feel that the Town of Pahrump should at the least be the final authority and the official operator of the Fall Festival. There are many options as to how this can be carried out. An advisory board for the purpose of only the Fall Festival or to include other possible events. An adhoc committee or other volunteer groups. One thing is for sure, a change is needed and the Town of Pahrump is wrong to ignore the need. This is an opportunity for the Town of Pahrump to show the community that when there is a need the Town takes action.

Harley Kulkin

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED 10/3/2011	DATE OF DESIRED BOARD MEETING 10/25/2011
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Direct Staff to Initiate the Process of Amending the Business License Ordinance(s), Including but Not Limited to Drafting and Publishing the Title and a Summary of the Proposed Ordinance.

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:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mr. Kohbarger, Pahrump Town Manager

SPONSORED BY:

William A. Kohbarger, Town Manager

Print Name



Signature

400 N. Hwy 160

Mailing Address

(775) 727-5107

Telephone Number

AGENDA ITEM REQUEST

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<u>DATE AGENDA ITEM SUBMITTED</u> 10/3/2011	<u>DATE OF DESIRED BOARD MEETING</u> 10/25/2011
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Direct Staff to Initiate the Process of Amending the Room Tax Ordinance(s), Including but Not Limited to Drafting and Publishing the Title and a Summary of the Proposed Ordinance.

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 copy of Memo from the Town Manager.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mr. Kohbarger, Pahrump Town Manager

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number

**MEMO
TOWN OF PAHRUMP
AGENDA ITEM UPDATE
MEETING DATE: October 25, 2011**

TO: Town Board

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

DATE: October 17, 2011

RE: **Discussion and possible decision** Town Room Tax Fund. (For Possible Action)

1) Background

The Town of Pahrump has been working toward building the Proposed Pahrump Valley General Aviation Airport for the past 13-years. The Town is currently in the middle of Phase I(b) of the Environmental Impact Statement (EIS) and just recently received an FAA Grant to move forward with Phase II of the EIS.

Within the past three months the BLM has expressed concerns about the financial stability of the Town to construct and operate the proposed airport as well as the legality of the Town to enter into a lease with the BLM. Since both the FAA and Town believe the Town has the ability to enter into a lease, the FAA has requested the Town to create a financial plan of action to address what they believe to be the only valid concern of the BLM.

In order to satisfy the requirement of the FAA and concern of the BLM the Town must show a revenue stream for the Proposed Pahrump Valley General Aviation Airport sufficient to provide the Town's matching Grant share. Upon reviewing this matter, staff is recommending to create a valid revenue stream for the proposed airport by utilizing the current Room Tax formula.

One way to utilize the Room Tax procedure would be by raising the Room Tax from 9% to 11% with the 2% increase being designated to the Airport for the construction and operation of same. This option would create a revenue stream of approximately \$100,000 annually depending on the state of the economy. However, this option would cause the hotels and RV Parks to either raise their rates by 2% or decrease their bottom line.

Another way to utilize the Room Tax procedure without causing an increase would involve reallocating the existing Room Tax percentages. The Town currently has five funds within the Room Tax formula: Parks (.05%); Arena (.05%); Economic Development (1%); Tourism (3%); and Fairgrounds (3%).

NOTE I: The Town is also collecting letters of commitment from various businesses within Pahrump that they or their members/customers will utilize the proposed airport upon completion.

In utilizing the reallocation option, the Town Board has the option to reallocate one or more of the above listed five Room Tax funds to create a new fund designated for the construction and operation of the Proposed Pahrump Valley General Aviation airport.

**MEMO
TOWN OF PAHRUMP
AGENDA ITEM UPDATE
MEETING DATE: October 25, 2011**

Staff has created several options for the Town Board to consider. Those options as follows:

1. Reallocate 2% from the Fairgrounds Room Tax Fund to create a 2% Airport Room Tax Fund. NOTE II: This reallocation will still leave 1% in the Fairgrounds Room Tax Fund.
2. Reallocate 1% from the Fairgrounds, .05% from the both the Parks and Arena Room Tax Funds to create a 2% Airport Room Tax Fund. NOTE III: This option would leave 2% in the Fairgrounds Room Tax Fund but effectively eliminate the Parks and Arena Room Tax Funds.
3. Reallocate 1% from the Fairgrounds and 1% from the Economic Development from the Room Tax Funds to create a 2% Airport Room Tax Fund. NOTE IV: This option would leave 2% in the Fairgrounds Room Tax Fund but effectively eliminate the Economic Development Room Tax Fund.
4. Raise the Room Tax from 9% to 11% with the 2% increase designated to create a 2% Airport Room Tax Fund.

NOTE V: Any change or reallocation can have a 10-year sunset clause attached on the reallocation. In other words, the Town can place a 10-year cycle on the reallocation. Ten years should be long enough to ensure that the Proposed Pahrump Valley General Aviation Airport will be self sustaining (landing fees and hanger rentals), which is the goal of the proposed Airport. On the ninth year a report will be commissioned to study the Airport funding and that report will be submitted to the Town Board before the ten-year mark. At the ten-year mark the reallocated funds will be placed back into the appropriate Room Tax Fund from which it was reallocated.

3) Fiscal Impact

Every one percent of Room Tax would create approximately \$50,000 annually.

4) Town Manager Recommendation and Board Action Requested

The Town Manager respectfully requests that the Town Board **approve staff to move forward with changing the Room Tax Ordinance utilizing Option #1 to Reallocate 2% from the Fairgrounds Room Tax Fund to create a 2% Airport Room Tax Fund for the construction and operation of the Pahrump Valley General Aviation Airport with a 10-year sunset clause** for the following reason(s):

1. The Town needs to show a revenue stream for the Proposed Pahrump Valley General Aviation Airport to meet the requirement of the FAA and address the concern of the BLM.
2. Staff feels this is the best overall option. The Fairgrounds will still be collecting 1% which will generate \$50,000 annually to continue moving that project forward.
3. If the Town cannot show a designated revenue stream, it will greatly place the Proposed Pahrump Valley General Aviation Airport in jeopardy.

If the Town Board should have any additional questions, we would be happy to answer them.

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED 10/11/2011	DATE OF DESIRED BOARD MEETING 10/25/2011
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval to accept Town Board minutes for October 11, 2011.

Consent Agenda Item 12b.

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 copy of the above listed minutes.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

Pahrump Town Board

Print Name

Pahrump Town Board

Signature

400 N. Hwy 160

Mailing Address

(775) 727-5107

Telephone Number

12b

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
October 11, 2011
MINUTES**

PRESENT:

Town Board:

Mike Darby
Vicky Parker
Carolene Endersby
Dr. Tom Waters
Harley Kulkin

Staff:

Bill Kohbarger, Town Manager
Brett Meich, Attorney
Scott Lewis, Chief
Michael Sullivan, Finance Director
Matt Luis, Buildings & Grounds Manager
Al Balloqui, Community Business and Development Services Manager
Samantha Carns, Executive Assistant

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

Mike Darby called the meeting to order.

Tom Waters led in the moment of silence and Pledge of Allegiance.

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

Mr. Darby suggested the presentation be moved to item 3, public comment item 4, Town Board comment item 5, the proclamation item 6, announcements item 7, and each other item to follow in order.

Vicky Parker motioned to do so with the addition of Consent agenda be moved to 2.5.

Harley Kulkin seconded.

Motion carried, 5-0.

2.5 Discussion and Possible Decision Consent agenda items:

- a. *Action – Approval of Town Vouchers.*
- b. *Action – Approval of Town Board Minutes for September 27, 2011.*
- c. *Action – Approval to Accept Ms. Kim Clendenen to the Boundary Line Advisory Board. (was item 12)*

Mrs. Parker motioned to approve items a, b, & c.

Mr. Kulkin seconded.

Motion carried, 5-0.

3. Presentation of the Vercitas Group & Contour Entertainment Phase I Final Report.
(was item 4)

Mr. Chris Brown of Contour Entertainment was introduced by Mr. Kulkin. Mr. Brown proceeded to give details contained within the two reports which had been submitted to the Town of Pahrump.

Mr. Darby said he appreciated the efforts and time put into the report and said there was quite a bit of good information however there were some generalized comments contained within the report which were offensive. He mentioned the comment of trailers being an eyesore. Mr. Brown said this was a comment from a citizen in the meeting with the Tourism Board. He said the community seemed to have a low self image even though there was a lot going for the Town.

Mr. Darby spoke of the rural lifestyle many desired to have and keep in Pahrump. He also spoke of monetary complications that would more than likely arise.

Dr. Waters said he enjoyed the presentation and reading the report. He asked which phase of the report would involve the state legislature.

Mr. Holbrook replied this would be determined in phase 2.

Mrs. Endersby said the presentation, report, and communication had been exciting and was appreciated. She said we do have a need to grow tourism and move forward with an economic development vision and strategy.

Mr. Kulkin thanked the presenters for their reports and communication. He said he wondered about certain items which were not present in the conceptual design including an RV park and a larger lake.

Mr. Brown stated the provided concept was preliminary not a set plan. He said they needed input, feedback, and direction from the Board.

Mr. Kulkin said he believed the community was a failure in its current state. He mentioned the perception of negative citizens. He said that apart from Las Vegas, Reno, and Henderson Pahrump was the largest community with representation at the Nevada League of Cities Conference. He expressed the desire to get behind the proposed project adding the average citizen should be proud of Pahrump unlike the majority at present time.

Mrs. Parker referenced a statement made at the Nevada League of Cities which was “if you’re not different, you’re down,” stating the proposed plan made Pahrump different. She said the County held most of the cards and asked if the gentlemen had spoken with the county.

Mr. Holbrook stated he had spoken with a number of County officials finding them very supportive of the project. He spoke of the desire for infrastructure from the Pahrumpians he had been in contact with. He said he had found the County to be very willing with the desire to work with the Town on such a project. He added it was his job to help build those bridges between all entities including the State.

Mrs. Parker thanked the gentlemen saying it was an exciting design and presentation.

Mrs. Endersby expressed concern in trying to build the relationship with the County for support when there had been mention of incorporation as that would no longer make the Town as big of a part of the County. She said goals needed to be set up specifically.

Mr. Kulkin clarified he felt the County Manager and staff was eager to move on with the Town however he felt the County Commissioners were hostile. He added timing for this project was perfect.

Mr. Darby thanked the presenters for their presentation.

Mr. Darby requested the public submit questions in writing to the Town Board and/or staff who would compile all questions and respond to them in written format. All of these questions and answers would be compiled into a report and submitted to local media so that all requests and information would be public.

4. Public Comment:
(was item 6)

Public comment was heard.

5. Town Board Member's Comments
(was item 15)

Dr. Waters spoke about the Nevada League of Cities explaining the summarization of the occurrences while in attendance, stating he felt it was a very worthwhile experience and created much growth.

Mrs. Endersby encouraged all to voice opinions at the Community Assessment and give proposals for opportunities for the future of Pahrump. She emphasized community participation was imperative for citizens to be heard. She said all needed to talk to each other, listen to each other, and work together on problems.

Mr. Kulkin addressed some comments made concerning the proposed project in item 4 such as the size of the lake, wishing for it to be larger and perhaps use reclaimed water in order to me for eco-friendly.

Mr. Kulkin stated his mission was to provide a positive future for the youth of Pahrump who normally move out of Town after reaching adulthood. He also mentioned the money which was being spent on the reports came out of the room tax fund which was going toward trade shows he felt didn't create more tourist visits to Pahrump.

Mrs. Parker spoke about petroglyphs as they had been brought up in comments and said the company was very interested upon learning of the many petroglyphs in the valley however they were not released the locations as the Board informed them these were sacred to the Native Americans.

Mr. Darby spoke of the Nevada League of Cities mentioning the comment Nevada had a lack of medical care. He said the reason for this problem was largely due to malpractice lawsuits which made insurance rates for specialized doctors incredibly high. This, in turn, ran the majority of specialized medical professionals out of Nevada.

He also spoke of the suggested to use reclaimed water in the proposed lake asking who would want to swim in such waters. Along with this, he state Mountain Falls could be facing financial problems however they are used as an example of a great community even though so many could not afford to live there.

Lastly, Mr. Darby said he would speak to any and all constituents, never speaking down to them.

Mr. Darby called for a 10 minute recess.

6. Discussion and Possible Decision to Proclaim the Month of November as American Indian Heritage Month for the Town of Pahrump.
(was item 3)

Mrs. Endersby introduced a member of the Daughters of the Union Veterans, Cynthia Sepulveda.

Ms. Sepulveda said the Chair of the American Indians subcommittee had requested the proclamation which recognized the contribution of the American Indian Nation. She said as November was nationally recognized as American Indian Heritage Month they hoped a local entity could also recognize it and have the recognition posted in a noticeable location. She proceeded to detail activities which had been promoted through the American Indian Nation.

Mrs. Endersby read the proclamation a loud.

**Mrs. Endersby motioned to adopt the proclamation.
Mr. Kulkin seconded.**

Motion carried, 5-0.

7. Announcements
(was item 5)

Announcements were read by Mrs. Endersby.

Mr. Darby announced the Desert Squares square dancing club met every Thursday at 6pm at the United Methodist Church and were looking for interested people to join the club no matter their experience.

Dr. Waters announced the Disabled American Veterans mobile services would be offering free medical services for veterans on November 2nd from 9am-4pm at Desert View Hospital.

Carl "Ski" Censke announced the Nevada Public Auction would have a large auction on October 15th at 10am to include the Town Vehicles and equipment. He thanked Matt Luis and staff for their help and work in getting these items ready for auction.

8. Advisory Board Reports from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards.
(was item 7)

Mrs. Parker said that she had met with the Tourist Habitat Group and said they were working to find a way to keep the federal environmental agencies and still allow development.

9. Discussion on Town of Pahrump Economic Development Report.
(was item 8)

Mr. Kohbarger mentioned the new format of the report and thanked Mr. Vince Hedges for bringing the report style to staff for use.

Mrs. Endersby said she heard at the Nevada League of Cities most other communities have a Town Board Liaison working with Economic Development.

Mr. Kohbarger said they were trying to come together to get a better report so everyone could be on the same page without the need of a liaison.

Dr. Waters said if the Board was comfortable with the report in the following meetings he did not feel they needed a liaison.

10. Discussion and Possible Decision to Approve Phase II Funding for the Acquisition and Installation of Digital TV Transmitters in an amount not to Exceed \$30,000, budgeted and payable from the TV Tower Capital Fund.
(was item 9)

Mrs. Parker said there really was not a choice in this matter as it was a requirement by law to move to digital.

Mrs. Parker motioned to approve.

Mr. Kulkin seconded.

Mr. Kulkin asked how money came into the TV Tower Capital Fund.

Mr. Kohbarger stated it was appropriated from Tower rentals and other items accumulated over previous years.

Mr. Darby asked why there was a difference in the estimated cost and the amount to be approved.

Michael Sullivan, Finance Director, explained one of the units involved ABC and they were trying to get aid in the process therefore they were asking for a lower amount in hopes this would happen.

No members of the public chose to comment.

Motion carried, 5-0.

11. Discussion and Possible Decision to Select and Award RFP#2011-03 to purchase two Ambulances for PVFRS and Approval of Funding as Budgeted and Payable from the Ambulance Fund.
(was item 10)

Fire Chief Scott Lewis introduced James Scott Perry as part of the election committee. He gave details as to their selection process.

Dr. Waters said he felt comfortable with the report and agreed with it.

Mrs. Endersby asked why we were looking at replacing.
Chief Lewis said these new units would be replacing older Fords which had issues with unit failure resulting in a safety concern and costly repairs from the Ford dealership. He spoke of some upgrades including better ride quality for patience and safety features.

Mr. Kulkin said he felt confident relying on the experts, in this situation being the Chief and his team, and he felt confident in the company.

Mrs. Parker verified ambulances were currently down and un-usable.
Chief Lewis clarified one of the Fords had a quote of \$5,000 for repairs and this was part of the decision to move forward with a new purchase as it was not worth it.

Mr. Kulkin and Mr. Darby both spoke saying the funds which would go to pay for this were not taxpayer funds but funds acquired from those who ride in the ambulance and the brothels who paid into the ambulance fund each year.

Mr. Kulkin motioned to approve for the amount of \$275,316 to Rocky Mountain Ambulance.

Mrs. Parker seconded.

Public comment was heard with two (2) speaking neither for nor against the motion.

Motion carried, 5-0.

12. Discussion and Possible Decision to Accept the Town Manager Evaluation Form.
(was item 11)

Mr. Kohbarger said the evaluation form provided was what had been compiled after his and Dr. Waters' editing.
Dr. Waters added the only additional change needed was a box for the average score on page five.

Dr. Waters motioned to approve.

Mr. Kulkin seconded.

Mrs. Endersby asked timelines be set within the motion so it would be established.
Mr. Kohbarger confirmed that had been taken care of at the previous meeting as December 18th was the date forms needed to be turned into Human Resources.

Public comment was heard with one (1) speaking neither for nor against the motion.

Motion carried, 5-0.

13. Discussion and Possible Decision Consent agenda items:

d. Action – Approval of Town Vouchers.

e. Action – Approval of Town Board Minutes for September 27, 2011.

f. Action – Approval to Accept Ms. Kim Clendenen to the Boundary Line Advisory Board.
(heard as item 2.5)

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

(was item 13)

Mrs. Endersby stated a January workshop would take place for all advisory board members however she requested staff's assistance in establishing a time and date for such workshop.

Dr. Waters stated that although the retreat had been cancelled, there would be a retreat in the future.

Mr. Kulkin asked Mr. Kohbarger to contact Armargosa to set up a joint meeting or workshop to clear up misunderstandings.

Mr. Kohbarger said he felt that was something which needed to be approved by the entire Town Board.

Mr. Darby suggested he and Mr. Kulkin go to Armargosa to speak with the Board there.

15. Staff's Comments

(was item 14)

There were no comments from staff.

16. Adjournment

Mr. Darby adjourned the meeting at 10:48pm.

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
10/10/2011	10/25/2011

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Approval to accept Mr. Mike Hrubetz to the Pahrump Public Lands Advisory Board.

Consent Agenda Item #12c.
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 for Mr. Hrubetz and Agenda Item Request form from Mr. Robert Adams.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board/PLAB

SPONSORED BY:

<u>William A. Kohbarger, Town Manager</u> Print Name	 Signature
<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107</u> Telephone Number

PLEASE READ BACK OF APPLICATION BEFORE COMPLETING

Town Advisory Board (TAB) Application

Name of Board: PLAB
Applicant Name: MIKE HRUBETZ
Home Address: 1451 HORN RD. City: PAHRUMP Zip: 89048
Mailing Address: SAME City: _____ Zip: _____
Home Phone: SAME Cell #: 702-370-6490
Work #: SAME Preferred # for Public Use: SAME
E-Mail Address: MIKEHRUBETZ@YAHOO.COM

Please provide a brief description of your qualifications, experience, or interests that would be considered an asset to this Advisory Board:

I HAVE ~~RECENT~~ PAST EXPERIENCE AS THE CHAIRMAN OF ONU ADVISORY BOARD FOR THE STATE OF ARIZONA. 1995-2000

Are you currently employed by a public entity? Yes ___ No If yes, which entity? _____

I have attached my resume/letter of interest: Yes ___ No

I certify that I am a QUALIFIED ELECTOR, that my primary RESIDENCE is WITHIN THE BOUNDARIES of the Town Advisory Board area to which I am applying, and that the information provided is true and accurate to the best of my knowledge.

Michael E. Shulz 8/22/11
Signature Date

The Pahrump Town Manager will receive and have all applications placed on the Pahrump Town Board's Agenda. You may mail or deliver this application to the Pahrump Town Manager's Office, Pahrump Town Office at the following address:

**Pahrump Town Manager
400 North Highway 160
Pahrump, Nevada 89060**

(This document becomes a public record once it has been received by the Town of Pahrump.)

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding 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 10-6-11 DATE OF DESIRED BOARD MEETING 10-25-11

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
APPROVAL OF MIKE ~~HRUBETZ~~ HRUBETZ, FOR PLAB
MEMBERSHIP

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:
AT REGULAR PLAB MEETING, 10-5-11, THE AB VOTED
TO ACCEPT MIKE HRUBETZ AS A MEMBER & FORWARD
APPLICATION TO TOWN BOARD FOR APPROVAL

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: TAB APPLICATION

SPONSORED BY:

ROBERT ADAMS
Print Name

[Signature]
Signature

7770 QUARTER HORSE
Mailing Address

(727 1592
Telephone Number

AGENDA ITEM REQUEST

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<u>DATE AGENDA ITEM SUBMITTED</u> 10/10/2011	<u>DATE OF DESIRED BOARD MEETING</u> 10/25/2011
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Future Meetings/Workshops: Date, Time and Location

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:
Janaury 2012 - Workshop with Town Board and Advisory Boards.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u> Print Name	<u><i>Pahrump Town Board</i></u> Signature
---	---

<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107</u> Telephone Number
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AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding 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 County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 10/10/2011	<u>DATE OF DESIRED BOARD MEETING</u> 10/25/2011
---	--

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Staff's Comments

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 Town Manager Report.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Staff

SPONSORED BY:

<u>Pahrump Town Board</u> Print Name	<u><i>Pahrump Town Board</i></u> Signature
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<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107</u> Telephone Number
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Town Manager Report

10/25/11

1. **Bob Ruud Community Center**
 - a) Mr. Luis, Building & Grounds Mgr is putting the final touches on the Request for Proposal (RFP) for the roof.

2. **Town Auctioned Vehicles**
 - a. The Town in conjunction with Nevada Auction held an auction on Saturday, October 15, 2011 to auction off fourteen (14) Town vehicles. The auction raised \$7,180.00 minus Nevada Auction costs. (See Attached Auction Sheet) Nice Job Nevada Auction!

3. **Pool**
 - a. The grout was done and the fittings were installed on the pump. Gothic Landscaping will have the pump and check valve verified on Friday and let everyone know their findings and set up a visual inspection for operation with all parties.
 - b. Gothic Landscaping spoke to Hector at Universal Concrete and Hector is going to look at the cracks that remain in the deck and provide Gothic and the Town with a letter on their actions moving forward.

4. **BLM Projects**
 - a. Mr. Mark Spencer, Field Manager Pahrump Field Office is on the agenda to give a presentation on all projects within the Town of Pahrump.

5. **Business License Ordinance/Resolution**
 - a. On the Town Board agenda.

6. **Airport**
 - a. On the Town Board Agenda to establish a revenue stream for the construction and operation of the Airport.

7. **Fire Department**
 - a. A Notice to Proceed was sent out to Rocky Mountain Ambulance for the two ambulances approved by the Town Board at the previous Town Board meeting.

8. **2011-2012 Goals & Objectives**
 - a. See attached Worksheet.

9. **Department Head Reports:**
 - a. Fire-Rescue Service (September 2011)

10. **Town Manager Calendars:**
 - a. October 2011
 - b. November 2011

**Town of Pahrump
Action Vehicles
OCT 15,2011**

License	Year	Make	Model	Vin #	Miles	SOLD AUCTION
EX 14270	1990	Ford	F-150	1FTEF15HOMLA13201	41397	\$150.00
EX 14268	1969	International	Fleetstar 2000	457240G352930	30703	\$750.00
EX 27202	1978	Ford	F-600	F60BFBJ222B	65600	\$275.00
EX 29333	1983	Ford	F-250	1FDHF27L0DRA27886	19078	\$300.00
EX 29503	1994	GMC	Safari XT	1GKDM1920RB545375	178498	\$125.00
EX 32687	1994	Ford	Ranger XL	1FTCR10A8RPA65641	94207	\$375.00
EX 32773	1993	Ford	Ranger XL	1FTCR10A9RPA59151	12137	\$225.00
EX 39901	1983	Chevy	Step van	1GCHD32M2D3305830	183292	\$600.00
EX 39931	1976	International	Cargostar 1950B	D1125FCA13853	21033	\$375.00
EX Remove	1998	F-350	Super duty med 1	1FDWVF36FXXE16298	405113	\$550.00
EX Remove	1982	International	S-1900	1HTDF215DHA10057	115914	\$375.00
EX 31304	1990	Dodge	Ram	1B7GE16X9LS762634	155001	\$300.00
	1985	Toro 62	Mower	3071660246		PULLED /N.C.
	1997	Kawaski	Bayar 220	JKBLFBA14TB709852		\$130.00
EX 36637	1998	Ford	Explorer	1FMZU34E9WXZA99856		\$2,600.00
		CAMPER SHELL				\$50.00
					TOTAL	\$7,180.00

Goals & Performance Objectives 2011 Monthly Update

Date Started/ Activity	Goal	Projected Completion Date
10/18/2011	<p>MD #1 Groundbreaking for fair ground to include arena soccer fields, parking lot, well and septic as Town's first utility which would include having to press State Legislature for waiver from UINC service area this would not have to be more than 60 to 80 acre possible north west side off of Ironwood Street and could be or should be a joint venture with Nye County as this land has been labeled Nye County Fair Grounds.</p> <p>Large outdoor amphitheaters could be made out of the large ravines with some creative grading and conform to flood control in mind. There should be enough high ground to flatten off for a large carnival to set up and if construction companies will trade work for in-kind grading, then work could begin shortly after plans are drawn up. he concept is much like Logandale/Clark County fairgrounds flat land and large steel buildings for events and auctions/show of livestock events, barn dances, etc. Keep it simple, many places today host western theme events and draw large crowds, such as county fairs/rodeos.</p> <p>Finance Director and Town Manager met with County staff to discuss moving forward with a well and soccer field development. Set another meeting w/County Staff for early November to involve Town's Engineer.</p>	24-months
10/20/2011	<p>MD#2 Bring back graffiti Clean-Up as a monthly volunteer day to help clean up Pahrump, use time in between dates to contact property owner for release to be signed, setup paint collection/donation maybe Home Depot, Ace or Wal*Mart will contribute. It is important that this has a very low/no impact cost to the Town. Mr. Darby I would be happy to be the point person for this with you.</p> <p>Town Manager contacted Sheriff Office to determine where what level the Graffiti program is currently operating. Cpt. Becht advised that the program is still in operation and that the S.O. has not received any requests within the past month or two to remove graffiti.</p>	On-Going
10/18/2011	<p>VP#1 Revise Business License Program</p> <p>Town Manager and Town Attorney placed the Business License Ordinance (PTO 35) on the October 25, 2011 Town Board agenda to start the legal procedure for Changing the Ordinance</p>	12/31/2011
10/13/2011	<p>VP#2 Complete Last Chance Park</p> <p>Town Manager and Mr. Adams, PLAB met with BLM staff to discuss Trails Program and Last Chanced Park. BLM advised that they have funds to mitigate the Last Chance property in question. A teleconference has been arranged for October 25, 2011 involving Town staff (Town Manger and Mr. Adams), BLM (Mr. Spencer, Field Manager and Ms. Sprowl, BLM Archeologist) and Ms. Palmer, State Historical Preservation</p>	7/1/2012

Office staff.

VP#3 Continue working with FAA, BLM, Fish and Wildlife, etc., on Airport

12/31/2015

10/17/2011 Town Manager submitted a Financial Action Plan (FAP) to the FAA and BLM which stated the Town was attempting to create a revenue stream for the construction and operation of the Airport.

10/19/2011 Town Manager had a conversation with an FAA representative pertaining to the FAP. FAA advised that the Town's FAP has been sent up the flagpole and that we should be hearing soon if it gets approved.

VP#4 Complete 5-Year Strategic Plan

CE#1 Rewrite and obtain passage of a new Nuisance Abatement Code working with both Town and County to assist in the development and enforcement of Town and County nuisance abatement regulations and compliance ordinances.

CE#2 Expand on the implementation of a 'Communication Package' for information sharing between the Town Board, Town Staff, and Citizens of Pahrump. The purpose is to meet Sunshine Act laws and State NRS regulations.

CE#4 Place economic development as a number one priority to promote commercial business development, job development, light industry, etc., by working with the County Administration, County and State Economic Development Agencies, Town staff, and public/private resources.

Oct-11 Town staff (Town Manager/Community Services Development Manager/Finance Director) has met with County staff and County ED agencies on several ED opportunities.

CE#5 Create a "One Stop Shop" for incoming businesses/residents that will identify Community Contacts, Community Development, Workforce Development, Infrastructure Development (utilities), and Education Resources. This "One Stop Shop" will be placed on the Town's website.

CE#6 Implement a back up training program for staff. The purpose is to designate a back up employee to be trained in the primary employee's critical job duties. Prepare manuals which include critical elements of each

position.

CE#7 Complete Ruud Community Center roof repairs and/or construction of new Community Center.

Oct-11 Staff (Building & Grounds Manager) has been research and putting together an RFP to replace both roof on the Ruud Community Center.

10/18/2011 Staff (Human Resources) placed the above mentioned RFP in the local and regional newspapers

CE#8 Complete Field C Park lighting project.

CE#9 Refurbish public restrooms at Petrack Park.

CE#10 Oversee, guide, and work diligently to ensure the Pahrump Airport is completed in a timely manner.

CE#12 Complete goal established in 2006 to develop a 'Business Enterprise Zone' by completing Brownfield designation to significantly increase the probability of receiving State and Federal development grants.

CE#16 Improve public relations for the Town.

CE#18 Continue work toward question of Town Incorporation.

9/26/2011 Town Manager met with Mr. Hartman, Incorporation AB to answer questions pertaining to incorporation. We discussed several options to proceed forward including city of Henderson changing the CTX in 2001.

10/6/2011 Town Manager met with City of Henderson City Manager asking him questions on how the City of Henderson was able to effectively change the CTX in 2001. Henderson CM advised he would forward the report.

CE#21 Find and implement ways to help people who are disabled get to Town Board meetings.

CE#24 Hold workshops/training as to Advisory Board roles, policies, and procedures.

TW#1 Brief status of all 'finalized' Goals monthly / Give estimated completion dates / State "closed" when completed.

TW#2 Ensure TM has a continual review of all items on the selected Town Manager Evaluation Form.

TW#3 Ensure Town Board members are kept current on all items on the selected Town Manager Evaluation Form.

TW#4 Review all Town Ordinances to assure practicality and currency and codify.
Staff (Town Manager and Town Attorney) started the process to change two Ordinances (PTO 35 & PTO 32) placing both Ordinances on the October 25, 2011 Town Board agenda.

Oct-11

TW#7 Incorporate all Town Board Goals into plans of action.
In progress but no report to show at this time.

TW#8 Develop with TB, long- and short-term goals for the Town of Pahrump.

Town Board and Town Manager agreed to twenty-nine (29) Goals during the September 27, 2011 Town Board meeting. (15 short-term & 14 long-term)

9/27/2011

9/27/2011

HK#1 Keep on top of international tourist attraction project. Assisting Contour and Vercitas when and where ever
Town Manager arranged meetings with Town Board members and Contour Entertainment to answer questions pertaining to Phase I Final Report
Town Manager arranged meetings with Town Board members and Contour Entertainment to answer questions pertaining to Phase I Final Report
Created AD Hoc Committee to review, assist and development strategies to ensure a successful outcome.
Have two members agreed to participate and am working on more.

10/10/2011

10/11/2011

Oct-11

HK#3 Compile an information packet to be distributed to Town Board members as to the status of all Town/BLM projects.

10/25/2011

Mark Spencer, BLM Pahrump Field Manager will be giving a presentation at the Town Board updating the status on all Town/BLM projects.

HK#5 Name badges for office personnel. Make current the Town Board member list/plaque on wall in Town office.

10/20/2011

Town Manager delegated this project to Ms. Carns. Ms. Carns contacted the company that created the Plaque and ordered the necessary material and updates.

11/22/2011

Pahrump *Fire - Rescue* Service



Monthly Report Sep-11

Scott F. Lewis
Fire Chief

Department Responses: Monthly Response Total:

	<u>July</u>
Fire:	129
EMS:	470
Total:	599

Response Type:

Fire Incident Type:

	Month
Fires (structures, vehicles, brush, etc.)	11
Rescue/MVAs/Medical Assists	38
Hazardous Conditions/No Fire:	5
Service Assignments:	51
Good Intent Calls:	4
False Calls(alarms & intentional)	18
Special Incidents (miscellaneous)	2
Total:	129

EMS Responses:

	Month
911 Transports	263
Interfacility Transf.	127
AMA:	80
Totals:	470
Civilian Fire Deaths:	0
Civilian Fire Injuries	1
Firefighter Injury	0
Other Public Servants:	0

Apparatus and Facilities:

Apparatus Issues:

- * Medic 6 (Dodge) out-of-service
- * Tower Ladder 1 out-of-service
- * Received bids for ambulances

Building Issues:

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

Activities:

Completed:

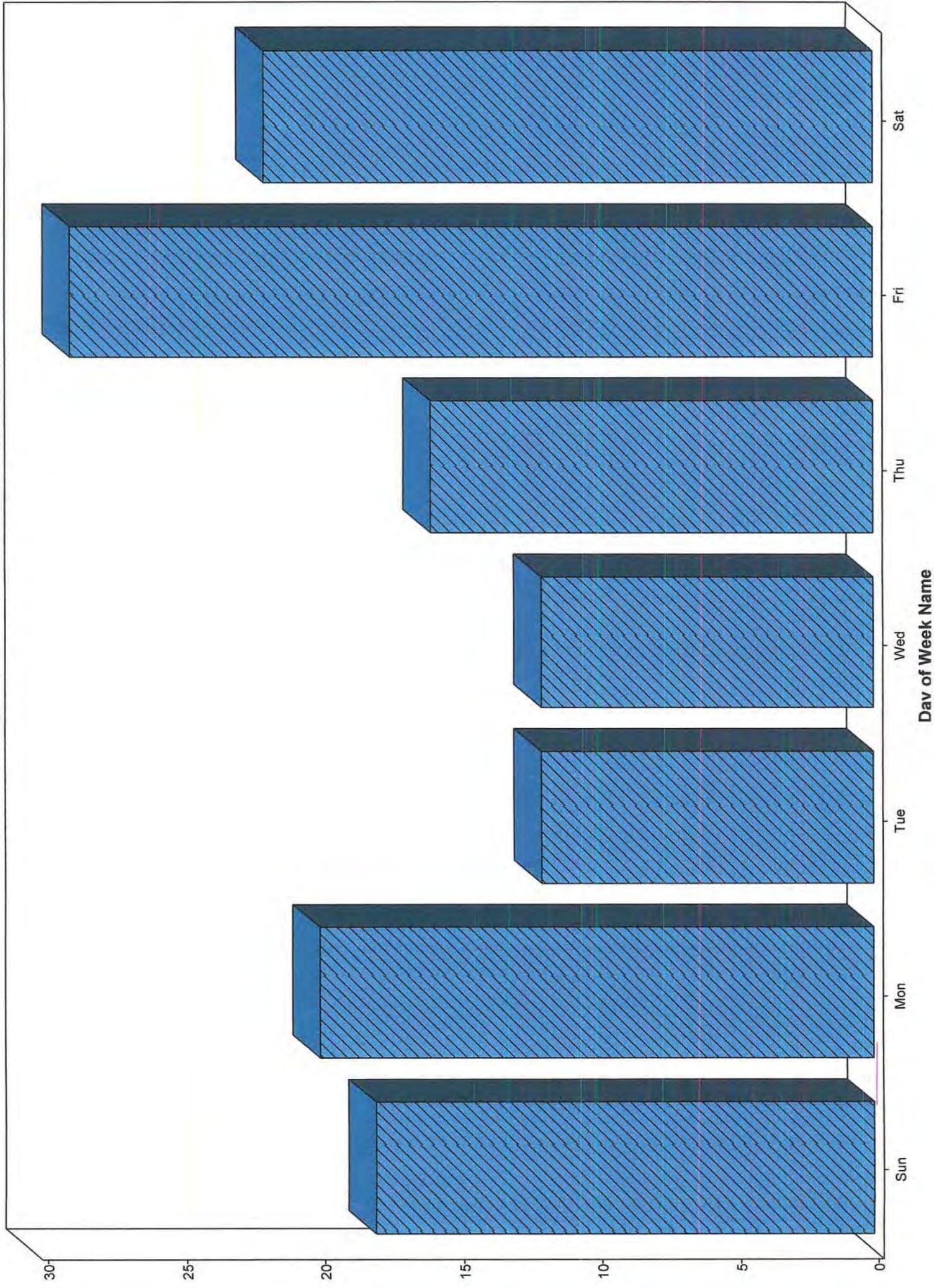
- * PVFRS completed annual fit "respiratory" fit testing
- * PVFRS completed annual SCBA safety inspections
- * PVFRS is concluding annual firefighter physicals
- * PVFRS participated in several 9/11 remembrances
- * PVFRS hosted a visiting group of UK firefighters (see attached photo)
- * PVFRS participated in Fall Festival events.
- * PVFRS completed a Fire/EMS standby for "Sons of Guns" TV show
- * Fire Chief Lewis completed quarterly ICS-IMT Training in LV.
- * Fire Chief Lewis met with Clark County Fire Chiefs re: respective issues
- * Fire Chief Lewis participated in an "Events Committee Mtg."
- * Fire Chief attended numerous meetings with Nye Planning, Buildings and Safety, VEA/Utility, DV Hospital, etc.

Upcoming:

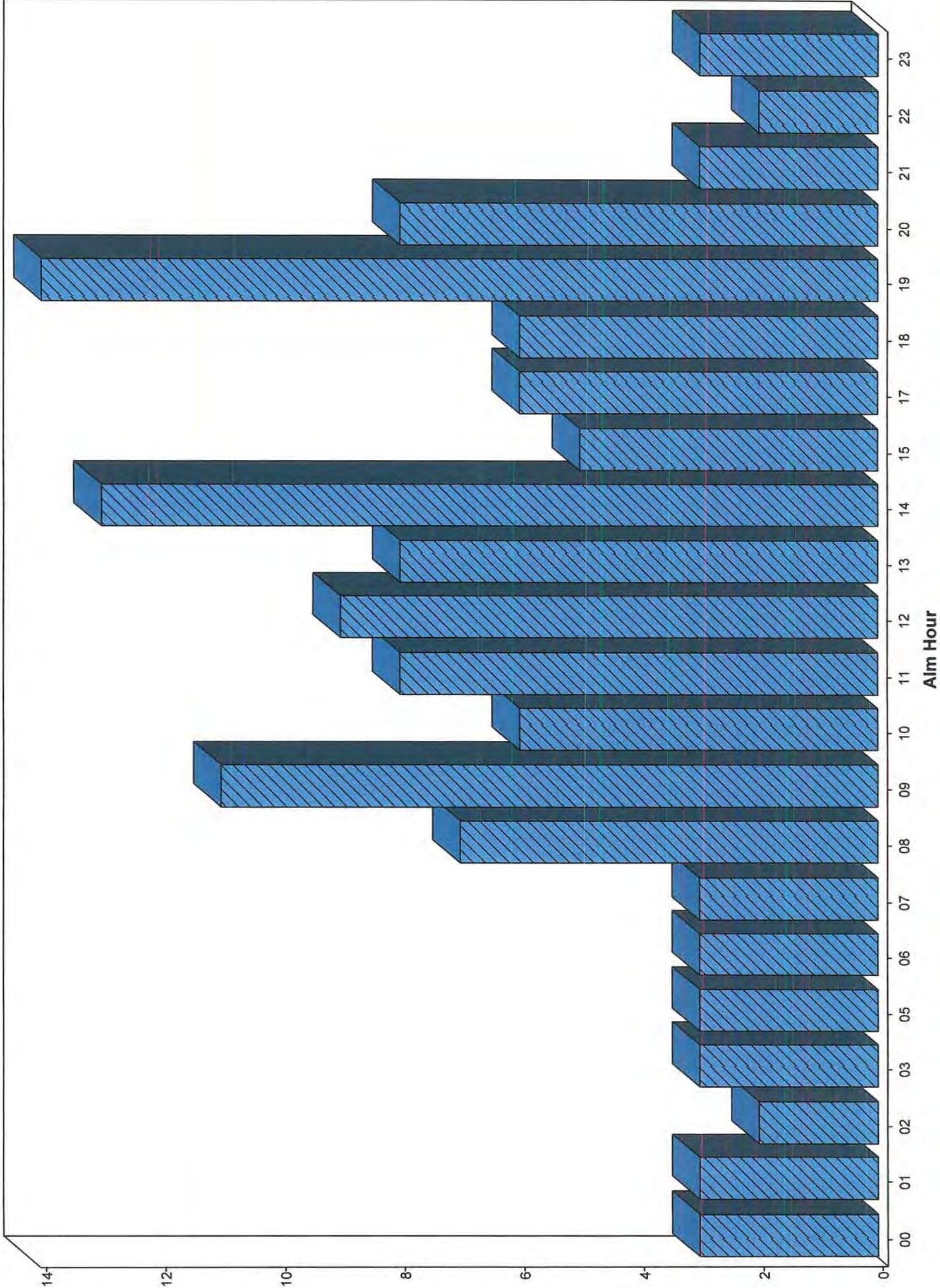
- * Continue Pre-Fire Plans
- * Completing the application for the Assistance to FF Grant.

Miscellaneous:

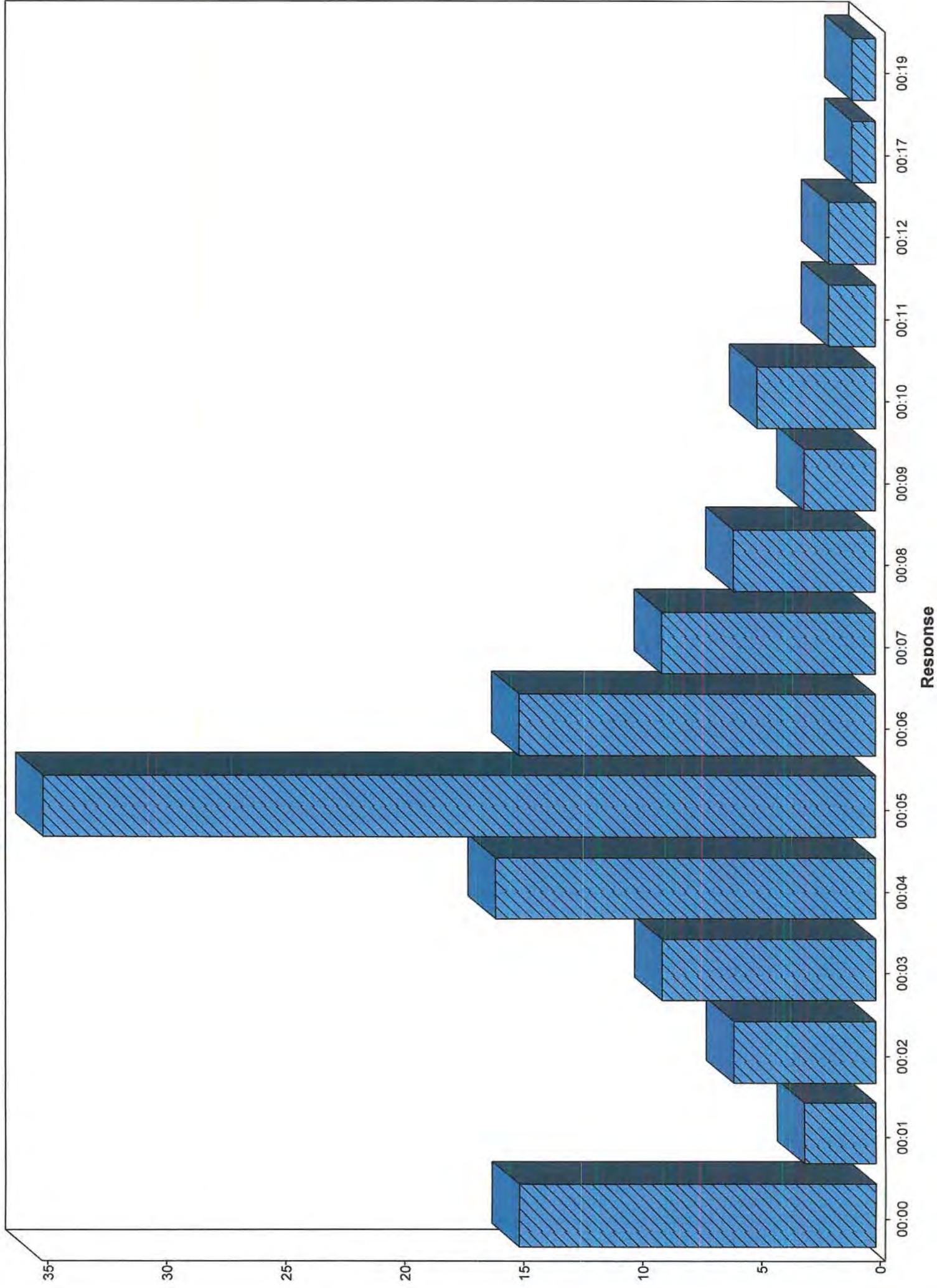
Incident Responses by Day of Week
Alarm Date Between {09/01/2011} And {09/30/2011}



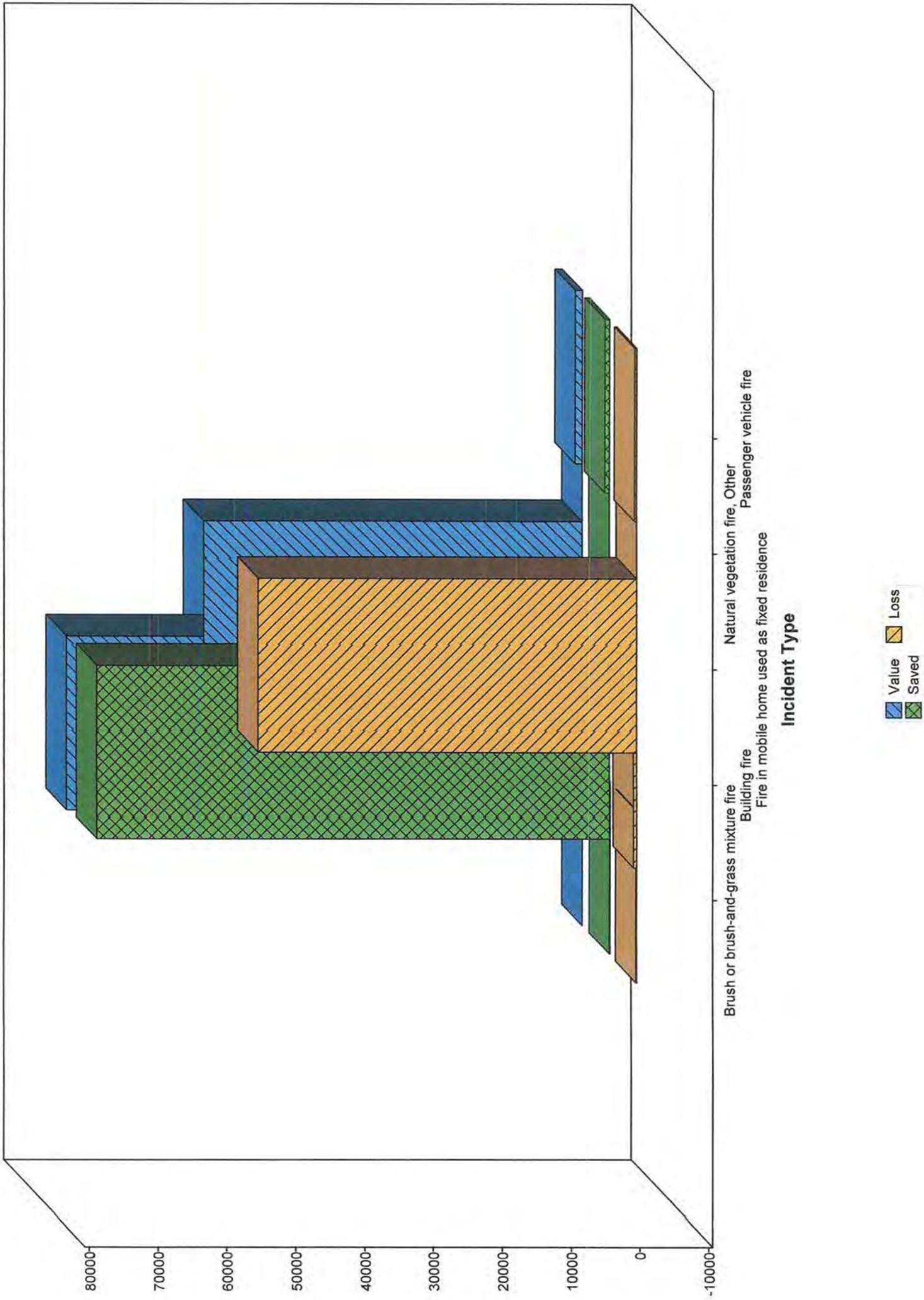
Count of Incidents by Alarm Hour
Alarm Date Between {09/01/2011} And {09/30/2011}



NFIRS Incidents by Response Time (in minutes)
Alarm Date Between {09/01/2011} And {09/30/2011}



Fire Loss Analysis
 Alarm Date Between {09/01/2011} And {09/30/2011}



Value Loss
 Saved



FISH FIGHTERS AT BEVERLY HILLS TRUCK

NY 10 LA

DENNIS

F379PJU

NEVER FORGET

THE SPIRIT OF '91

OUT

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Soto
Fernandes

8/5/11

1120669

I want to thank The PV FRS
for saving my life, Thank you,
very much, I'd never go to
quicker care, again, But I'd
recommend you all to anyone,
Thank you much,

[REDACTED]

Pahrump 89048

Thank you so
much for All your
Help!!

Please hand these
shirts out for me as
a small thank you for
their time.

Sandra McDougall
Production Manager
"Sons of Guns"

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED <u>10/10/2011</u>	DATE OF DESIRED BOARD MEETING <u>10/25/2011</u>
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Town Board Member's Comments

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:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u> Print Name	<u><i>Pahrump Town Board</i></u> Signature
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<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107</u> Telephone Number
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AGENDA ITEM REQUEST

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<u>DATE AGENDA ITEM SUBMITTED</u> 10/10/2011	<u>DATE OF DESIRED BOARD MEETING</u> 10/25/2011
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Adjournment

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:
Good Night Town Board, Citizens and Staff.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

Pahrump Town Board
Print Name

Pahrump Town Board
Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number