

PAHRUMP TOWN BOARD AGENDA

Vicky Parker Chair	Harley Kulkin Vice-Chair	Tom Waters Clerk	Mike Darby Member
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NOTICE TO MEMBERS OF THE AUDIENCE

The Pahrump Town Board meets the second and fourth Tuesday of each month at 7:00 PM in the Nye County Building, 2100 E. Walt Williams Drive. Agendas are available at the Town Office on the Thursday prior to each Board meeting and are posted on the Town website at www.pahrumpnv.org

BOARD MEMBER	PHONE	EMAIL	TERM EXPIRES DECEMBER 31
Vicky Parker	764-8809	vparker@pahrumpnv.org	2012
Harley Kulkin	727-1525	hkulkin@pahrumpnv.org	2014
Dr. Tom Waters	764-0949	twaters@pahrumpnv.org	2014
Mike Darby	764-0751	mdarby@pahrumpnv.org	2012

NOTE: Town Board agendas will be posted online at www.pahrumpnv.org.

There may be a quorum of Pahrump Advisory Board members present at Town Board meetings.

TOWN OF PAHRUMP MISSION STATEMENT

“Our mission is to balance our history as a rural community with our need to provide appropriate and sustainable services to our citizens and those who visit our community. We will do this by demonstrating honest, responsive leadership and partnering, when appropriate, to augment our resources.”

SPECIAL NOTE: Any member of the public who is disabled and requires accommodation or assistance at this meeting is requested to notify the Pahrump Town Office in writing or call 775-727-5107, prior to the meeting. Assisted listening device is available at Town Board Meetings upon request with 24 hour advance notice.

"Audience members and speakers may not use provocative, rude, obnoxious, abusive, inflammatory, slanderous, or offensive comments. Any person who makes such remarks or otherwise disrupts the meeting with loud outbursts, shouting, threats or other disruptive behavior will be warned by the Chair that his or her behavior is unacceptable. If after receiving a warning, any person persists in disrupting the meeting, the Chair shall order that person to leave and may utilize law enforcement to enforce that order. These rules are specifically permitted under Nevada Open Meeting Law and do not violate anyone's constitutional rights."

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
May 22, 2012
AGENDA**

- 1. Call to Order, Moment of Silence, and Pledge of Allegiance.**
- 2. Discussion and Possible Decision** regarding Moving the Order of or Deleting an Agenda Item(s). (For Possible Action)
- 3. Announcements** (Non-Action Item)
- 4. Public/Board/Staff Comment:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS 241.020(2)(c)(3). (Non-Action Item)
- 5. Discussion and Possible Decision** Consent agenda items: (For Possible Action)
 - a. Action – Approval of Town Vouchers.
 - b. Action – Approval of Town Board Minutes for April 24, 2012 and May 08, 2012.
 - c. Action – Approval of Accepting Ms. Liz Cory to the Pahrump Tourism and Convention Council Advisory Board.
 - d. Action – Approval of the Resignation of Mr. Patrick Michael from the Pahrump Tourism and Convention Council Advisory Board.
 - e. Action – Approval of the Accepting Mr. Jason Abel to the Pahrump Nuclear Waste & Environmental Advisory Board.
 - f. Action – Approval of Accepting Mr. Michael Mack and Mr. Andrew “Butch” Borasky to the Pahrump Convention Center/Civic Center Advisory Board.
 - g. Action – Approval of Scope of Work for GC Wallace to provide Engineering Services for a Fairgrounds Topographic Survey in an amount not to exceed \$35,000 payable from the Fairgrounds Room Tax Fund.
 - h. Action – Approval of Resolution 2012-09, a Resolution for non-financial support for the efforts to provide transitional housing under the direction of the Nye Communities Coalition Crisis Intervention Committee.
 - i. Action – Approval of Resolution 2012-10, a Resolution for non-financial Support in Commemorating the 50th Anniversary of the Vietnam War.
 - j. Action – Approval to re-order Tourism Base Camp bags for collateral in an amount not to exceed \$12,500 payable from the State Room Tax Fund.
- 6. Advisory Board Reports** from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards. (Non-Action Item)
- 7. Discussion and Possible Decision** to Approve a proposal between the Town of Pahrump and Contour Entertainment Inc. for Entertainment Destination Concept Illustration and Financial Target Development Phase II Not to Exceed \$207,00.00 from Tourism Room Tax Fund and All Matters Properly Related Thereto. (For Possible Action)

8. **Discussion and Possible Decision** to Approve waiving the Town of Pahrump Arena Reservation Fee for the Nevada Western Heritage Foundation. (For Possible Action)
9. **Discussion and Possible Decision** to Approve sponsoring days at the Pahrump Arena for the Pahrump Valley Rough Riders. (For Possible Action)
10. **Discussion and Possible Decision** to Approve a Fuel Surcharge Rate Reduction for Pahrump Valley Disposal pursuant to PTO 43 Sections 43.020 and 43.270(C) and All Matters Properly Related Thereto. (For Possible Action)
11. **Discussion and Possible Decision** to Approve changing Section VI (A) of all Advisory Board By-laws to read as follows: "As a Public Body, all Advisory Board meetings will be held in accordance with NRS 241, the Open Meeting Laws" and All Matters Properly Related Thereto. (For Possible Action)
12. **Future Meetings/Workshops: Date, Time and Location** (Non-Action Item)
13. **Public/Board/Staff Comment:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3). (Non-Action Item)
14. **Town Manager’s Report.** (Non-Action Item)

15. Adjournment

A quorum of Advisory Board members may be present at any Town Board meeting but they will not take any formal action.

Any member of the public, who wishes to speak during public comment on any item, will be limited to three (03) minutes. Items may be taken out of order. Items may be combined. Items may be pulled or removed from the agenda at any time.

Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Pahrump Town Office in writing, or call 775-727-5107 prior to the meeting. Assisted listening devices are available at Town board meetings upon request.

This notice and agenda has been posted on or before 9:00 a.m. on the third working day before the meeting at the following locations:

PAHRUMP TOWN OFFICE, COMMUNITY CENTER, TOWN ANNEX, COUNTY COMPLEX, and CHAMBER OF COMMERCE

Announcements

May 22, 2012

- The following advisory boards are currently scheduled to meet in the 'A' Room of the Bob Ruud Community Center:

- Nuclear Waste and Environmental AB on June 1st at 1:00pm
- PTCC on June 7th at 8:00am
- Youth AB on June 13th at 6:00pm
- Parks & Recreation AB on June 20th at 6:30pm
- Veterans' Memorial AB on June 21st at 6:00pm

- The following advisory boards are currently scheduled to meet in the 'B' Room of the Bob Ruud Community Center:

- Public Lands AB on June 5th at 7:00pm
- Arena AB on June 14th at 7:00pm

- The Breast Cancer Support Group will meet June 15th from 11:00am – 12:30pm at the Nathan Adelson Hospice.

- US-TOO Prostate Cancer Support Group will meet on May 24th at 6pm in the Hospital Training Room.

- The Social Security Administration will be in the 'A' and 'B' Rooms of the Bob Ruud Community Center on May 29th from 9am-11am.

- Nye County Child Advocacy Center will be hosting a Bike and Walk-A-Thon Block Party on June 23rd from 8am – 2pm at Ian Deutch Memorial Park. They are asking for a \$15 donation with registration as soon as possible. Please contact the Nevada Outreach Training Organization for more information at 775.751.1118 ext. 201.

- There will be a workshop by the Department of Homeland Security on July 7th in the Bob Ruud Community Center concerning the Naturalization process. This is a workshop for individuals looking into becoming American Citizens.

Be Our Hero!

Nye County
Child Advocacy Center
CHILD ABUSE PREVENTION & CARE
Come Join Us

FOOD



FUN

Bike & Walk-A-Thon
FAMILY BLOCK PARTY

DATE: JUNE 23, 2012

Time: 8a.m. - 2pm

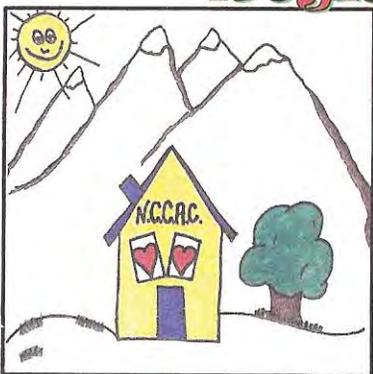
Place: Ian Deutch Memorial Park
1600 Honeysuckle St. Pahrump, NV

Donation: \$15.00 FREE T-SHIRT with
Registration before May 23, 2012

at
Nevada Outreach Training Organization

621 S. Blagg Road
Pahrump, NV 89048

775-751-1118 ext 201 {fax 775-751-1195 }





U.S. Citizenship and Immigration Services

USCIS is hosting a Naturalization Workshop
for anyone interested
in applying for U.S. citizenship



Saturday July 7, 2012
10:00 am to 12:00 noon
Bob Ruud Community Center
Basin & HWY 160
Pahrump, Nevada 89048

The workshop will include:

- Overview of USCIS' educational materials and web resources
- "Naturalization 101" presentation, including mock interview
- Question and answer period (we will not be able to entertain case specific questions during the open forum)

www.uscis.gov/citizenship

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
April 24, 2012
MINUTES**

PRESENT:

Town Board:

Vicky Parker
Harley Kulkin
Dr. Tom Waters

Staff:

Bill Kohbarger, Town Manager
Michael Sullivan, Finance Director
Scott Lewis, Fire Chief
Matt Luis, Buildings & Grounds Manager
Bret Meich, Attorney
Samantha Carns, Executive Assistant

ABSENT:

Mike Darby

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

Vicky Parker 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).

Dr. Waters requested to move item '8' to follow item '6.'

There were no objections.

3. Announcements

Dr. Waters read the announcements aloud.

Dr. Waters made mention of Megan Hamrick, the Chair of the Youth Advisory Board and some of her accomplishments as a student and athlete in Pahrump.

Mr. Kohbarger announced Arlette Ledbetter, the Tourism Coordinator for the Town of Pahrump received an award from the Nevada Commission on Tourism. Ms. Ledbetter spoke of the award and what it comprised. She mentioned Marvin Minnick also received an award from the Nevada Commission on Tourism. Mr. Kohbarger proceeded to give a background on Mr. Minnick and some of his accomplishments.

Sandy Jennings announced the VITA program had serviced 528 returns and helped citizens of Pahrump receive over \$337,000 in tax returns.

Paula Elefante reminded all the Relay for life would begin on May 19th and go until 6am the following morning. She said luminary bags were available for purchase the following day at Walmart. She asked survivors contact them as the American Cancer Society would like to honor them.

Arlette Ledbetter announced the Rural Roundup would be coming to Pahrump in 2013. She said there would be approximately 300 people at the event and they would be looking to feature products made in Nye County during the Roundup.

4. Public/Board/Staff Comment

Public comment was heard.

Dr. Waters spoke of the use of public comment on the agenda stating citizens had the ability to speak both at the beginning and the end of each meeting.

Harley Kulkin requested Mr. Kohbarger get with Mr. Huff so the Town could have a view into what was happening with the Pahrump Fair and Festival.

He said he understood at times things came up during meetings where citizens would like to comment however any citizen could speak with a Town Board member before meetings.

He addressed current candidates for Town Board could not be appointed to the vacancy left by Mrs. Endersby as the time to drop out of the race had passed and candidates would be in the race until the November election.

He also spoke of Rural Roundup stating Pahrump had much room for growth and improvement then concluded by addressing items and false ideas concerning incorporation.

Mrs. Parker spoke stating incorporation was not an item to pass on the agenda.

Mr. Kohbarger announced a family emergency occurred for Mr. Darby prior to the meeting therefore he was not able to attend.

5. Discussion and Possible Decision Consent agenda items:

a. *Action – Approval of Town Vouchers.*

b. *Action – Approval of the Town Board meeting minutes for March 27, 2012 and April 10, 2012.*

c. *Action – Approval of Dissolving the Pahrump Boundary Line Advisory Board.*

Mr. Kulkin motioned to approve.

Dr. Waters seconded.

Motion carried, 3-0.

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

Mrs. Parker spoke of a cultural tourism seminar she and Mr. Kulkin had attended as well as Rural Roundup. She said this brought to her attention many cultural places and experiences concerning tourism which Pahrump had to offer. She stated the Tourism Board was excited at pursuing these avenues.

Bob Adams, Chair of the PLAB, spoke of the success for the Earth Day event the previous weekend. He also announced two special guests who would speak at the following PLAB meeting and the main points they would be focusing on.

7. Discussion and Possible Decision to choose up to three (03) names of applicants to be sent to Governor Sandoval for consideration to fill the open position on the Town Board left by the resignation of Ms. Carolene Endersby.

(heard as item 8)

Mrs. Parker requested applicants be viewed individually.

She read a brief experience background of Mr. Robert Adams.

Mr. Adams asked if there were any questions for him as those in attendance each knew a bit about him.

Dr. Waters said when applicants submitted information he wanted to contact each but only if he could contact all. As not all applicants supplied contact information, he was unable to do this and had Mrs. Parker not read information concerning Mr. Adam's background, he would have had nothing but memory to go off of, which he felt would be unfair to other candidates.

Mr. Kulkin, as Liaison to the Public Lands Advisory Board, asked Mr. Adams to explain a bit about the extensive work they had done and would be working on. He also spoke of some efforts he was actively part of involving tourism.

Mr. Earle was not in attendance.

Mrs. Parker spoke of Mr. Moynahan mentioning he had much support from the business community and regularly attended PTCC meetings.

Mr. Moynahan stated he was currently applying for this position having been asked by business leaders and members of the community to sit on the Town Board should they select him to become a member. He said he did work full time however his door at the office for Mountain Falls was always open.

He said he would like to become a Town Board member because he had been in Pahrump since 2004 and he felt there had been a great improvement from years past and he felt he could add to that improvement.

Mr. Moynahan said he felt he could bring a great view on business, tourism, and recreation based on his background and career.

Mr. Kulkin asked if he saw his full time career could be a hindrance.

Mr. Moynahan confirmed he had full support from his employer.

Mr. Moynahan concluded by welcoming anyone with questions to speak with him either at the meeting or any time at his office.

Mrs. Parker introduced Mr. Don Rust, a former Town Board member.

Mr. Rust spoke briefly stating he knew the majority of Town Staff and enjoyed being involved in the Town.

Dr. Waters asked why Mr. Rust would want to be on the Town Board again.

Mr. Rust responded he wished to participate in the Town as much as possible and felt the Town Board was an excellent way to do this.

Dr. Waters stated he had been very impressed by Mr. Rust during his service on the Town Board and had tried modeling himself off of Mr. Rust's service as a member.

Mrs. Parker stated Mr. Rust was the one who encouraged her to run for Town Board. She thanked Mr. Rust for this concern and interest in the Town.

Mrs. Parker introduced Mr. Smith, known among some townspeople as "The Mayor".

Mr. Smith gave a brief history of himself stating he had been a resident of Pahrump since 1980 and that he felt he was on good terms with each of the current Town Board members and three of the five County Commissioners which he felt was important.

He said he felt he could help in the accounting realm as he had worked at the same accounting firm for 27 years.

He also expressed he was in support of incorporation and had a number of things in mind including taking advantage of the tourism opportunities which already presented themselves to Pahrump.

He concluded by stating he felt all applications submitted should be forwarded to the Governor if possible because all applicants seemed like excellent choices based on backgrounds.

Dr. Waters said he wished he could submit all of the applicants to the Governor however he was of course aware of the previous resolution stating only three could be submitted. He encouraged all who applied to submit to the Governor directly.

Mr. Kulkin said his number one choice would be Mr. Adams due to his involvement however he could not begin to think of which two of the three other candidates present would be the best selections.

Mrs. Parker said she would like to allow public comment on this item for each candidate prior to a motion.

The Board was in agreement.

Public comment was heard.

Mr. Kulkin asked Legal Counsel if the Board was looking at three names.

Mr. Meich stated the Resolution stated the Board could select between one and three however it was a non-binding resolution for the Governor as he could chose to select a candidate other than those recommended by the Board. He said the Board could chose to recommend one, two, or three candidates.

Mr. Kulkin said he felt it was troubling to submit three names to the Governor and leave it to him to select one. He said he felt the Board should select only one to send to the Governor.

Mr. Kulkin motioned to select Mr. Robert Adams for consideration for the Governor. Motion died due to lack of a second.

Dr. Waters suggested the Board come up with a slate of three names to the Governor.

Mr. Kulkin asked if these names could be prioritized.

Dr. Waters suggested Robert Adams as the number one selection for consideration.

Dr. Waters suggested Greg Monahan as second choice for selection of consideration.

Mr. Kulkin suggested Don Rust as third choice or selection of consideration.

Dr. Waters motioned to recommend the following individuals for Town Board Member to the Governor for consideration to fill the vacancy on the Town Board left by the resignation of Carolene Endersby in the following order: Robert Adams, Greg Monahan, and Don Rust.

Mr. Kulkin seconded.

Motion carried, 3-0.

8. Discussion and Possible Decision for non-financial support for the efforts to provide transitional housing under the direction of the Nye Communities Coalition Crisis Intervention Committee.
(heard as item 7)

Mr. Zellhoffer introduced himself and gave information and updates as to what was going on with the Nye Communities Coalition Outreach Program including the Crisis Intervention Committee.

He requested the Town recognize the volunteers and non-profit entities for the work they had done in relation to the Town's mission statement.

Dr. Waters asked what services were available to citizens who were presently in crisis and of need for transitional housing.

Mr. Zellhoffer stated there was nothing currently in place for them.

Mr. Zellhoffer clarified in most cases these families were not destitute families but families in crisis in order to help them get back on their feet and into more permanent housing.

Dr. Waters motioned to direct staff to create a Resolution for non-financial support for the efforts to provide transitional housing under the direction of the Nye Communities Coalition Crisis Intervention Committee.

Mr. Kulkin seconded.

Motion carried, 3-0.

9. Discussion and Possible Decision to Approve moving forward with plans for a Pahrump 50th Year Birthday celebration.

Mr. Kulkin spoke briefly on the item.

Mr. Kulkin motioned to direct staff to bring back a plan of action to the next Town Board meeting with ideas from Town Board members and citizens.

Dr. Waters seconded.

Motion carried, 3-0.

10. Discussion and Possible Decision to suggest a Bill Draft Request (BDR's) on behalf of the Town of Pahrump to the Nevada League of Cities for the upcoming 2013 Legislative Session.

Mrs. Parker stated the odds of having a BDR selected by the Nevada League of Cities were slim to none.

Dr. Waters said he had spent a lot of time trying to think of a BDR to submit other than those already submitted.

He said he understood the request concerning paperless backup therefore he would support this.

Mr. Kulkin motioned to forward with the suggestion of a BDR to the Nevada League of Cities allowing agendas and backup to be provided only electronically and eliminating paper copies.

Dr. Waters seconded.

Motion failed, 2-1, with Mrs. Parker voting nay.

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

a. Town of Pahrump Final Budget Hearing – May 17, 2011 @ 7:00 p.m. at the Town Annex.

12. Town Manager Report.

Mr. Kulkin asked if waterlines had been completed at the park.

Mr. Kohbarger confirmed yes.

Mrs. Parker spoke of the large number of calls made in the month of March and requested clarification from Chief Lewis on the types of calls described. Chief Lewis obliged.

13. Public/Board/Staff Comment

Public comment was heard.

Dr. Waters clarified the Town and County had nothing to do with matters pertaining to NDOT however they had been told NDOT had been required to replace drive entrance to driveways off of the highway.

He also stated detainees at the CCA could only be released from a federal holding facility by a federal judge therefore they could not be released the Pahrump facility.

Mr. Kulkin spoke of the changes in economy throughout the times.

He also spoke of the theme park project stating there was an adhoc committee organized through Mr. Kohbarger which they were waiting to hear more about.

Mrs. Parker said she agreed with a statement concerning Veterans Services and the need to retain a Service center in Pahrump.

Mr. Kohbarger said on May 22nd there would be information concerning the fairgrounds property and the Contour Entertainment project and two items involving this.

He said the committee had done a lot of research and working on Phase II as previously directed.

14. Adjournment

Mrs. Parker adjourned the meeting at 9:09 pm.

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
May 08, 2012
MINUTES**

PRESENT:

Town Board:

Vicky Parker
Harley Kulkin
Dr. Tom Waters
Mike Darby

Staff:

Bill Kohbarger, Town Manager
Michael Sullivan, Finance Director
Scott Lewis, Fire Chief
Matt Luis, Buildings & Grounds Manager
Rick Campbell, Attorney
Samantha Carns, Executive Assistant

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

Vicky Parker 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).

There were no requests.

3. Announcements

Announcements were read by Dr. Waters.

Rodney Camacho announced registration for the Pahrump Valley Youth Activities summer program would be on May 18th at the Pahrump Nugget.

4. Public/Board/Staff Comment

Public comment was heard.

Mrs. Parker thanked all who expressed a desire to participate in the Pahrump Birthday celebration.

There were no comments from staff.

5. Discussion and Possible Decision Consent agenda items:

a. Action – Approval of Town Vouchers.

b. Action – Approval of Appointing Mr. Arthur J. Stagg and Mrs. Dina Williamson-Erdag to the Pahrump Veterans Memorial Advisory Board.

Harley Kulkin motioned to approve.

Dr. Waters seconded.

Motion carried, 4-0.

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

Dr. Waters announced the liaison for the Nuclear Waste & Environmental Advisory Board would now be Mrs. Parker.

He also announced the Youth Advisory Board would be losing three graduating seniors. He invited all to attend the next meeting.

7. Discussion and Possible Decision to Approve non-financial Support in Commemorating the 50th Anniversary of the Vietnam War as submitted by Mr. Jose Telles.

Jose Telles, Vice-Chairman of the Pahrump Veterans Memorial Advisory Board, introduced himself and gave brief information concerning the background and reason why they wished to take part in the honor of veterans of the Vietnam War. He also gave information concerning the plan they intended to follow.

Dr. Waters commented that he thought this was very worthwhile and he thought it was an outstanding idea.

**Dr. Waters motioned to direct staff create a Resolution expressing support in commemorating the 50th Anniversary of the Vietnam War as submitted by Mr. Jose Telles.
Mr. Kulkin seconded.**

Mr. Darby thanked Mr. Telles for all he was doing.

Mr. Kulkin asked for what exactly they were looking for in support.

Mr. Telles responded they were looking for the ability to use the "Town of Pahrump" name when contacting possible sponsors as well as administrative help with handouts ect.

Motion carried, 4-0.

8. Discussion and Possible Decision to Fund the Nuclear Waste and Environmental Advisory Board's Annual Town Clean-up Event in an Amount Not to Exceed \$2,500.00 from the Economic Development Room Tax Fund.

John Pawlak, Chairman of the Nuclear Waste & Environmental Advisory Board, introduced himself and Cheryl Beeman, Secretary. He continued to give information concerning the cleanup and intentions.

Dr. Waters expressed his appreciation for the NWEAB.

Mr. Darby stated he was an employee of Pahrump Valley Disposal.

He said as an employee it was great to see all of the citizens out cleaning up and having a great time each year of the Town Cleanup.

**Mr. Kulkin motioned to approve.
Dr. Waters seconded.**

Motion carried, 4-0.

9. Discussion and Possible Decision to Change Town Board Policy Section 7.1 to read that Requests and Backup must be into the Town Office by 3:00 p.m. three (03) business days before the preceding Town Board meeting instead of ten (10) business days and All Matters Properly Related Thereto.

Mr. Darby stated originally the policy had been changed to 10 days in order to ensure Backup could be available to the Board and public earlier however this had not been accomplished very well therefore he wished to change the policy back to three days.

Dr. Waters said he felt reducing to five days could be very positive as he understood the time concern however he felt three would be too tight of a time on staff.

Mr. Kulkin agreed.

Mrs. Parker said she was against the change as legal needed to review the agendas.

Mr. Kohbarger and Mr. Campbell confirmed it would take two days in full process to compile and review the agenda.

Mr. Darby asked if the agenda item would be changed to five for the motion.

Mr. Campbell said there would be no problem.

Mr. Darby motioned to change Town Board Policy 7.1 to state 5 (five) business days instead of 10 (ten).

Dr. Waters seconded.

Motion carried, 4-0.

10. Discussion and Possible Decision to Approve Resolution 2012-08, A Resolution Creating the Pahrump Convention Center/Civic Center Advisory Board and All Matters Properly Related Thereto.

Mr. Kohbarger said as the advisory board had not been created via a resolution as required, staff brought this forward.

Mr. Kulkin motioned to approve Resolution 2012-08.

Dr. Waters seconded.

Motion carried, 4-0.

11. Discussion and Possible Decision to Approve the By-laws for the newly created Pahrump Convention Center/Civic Center Advisory Board and All Matters Properly Related Thereto.

Dr. Waters recommended a change be made to Section 6 Item A so it may read 'As a public body, all advisory board meetings will be held in accordance with NRS 241, the Open Meeting Law'.

Mr. Kulkin motioned to approve with the recommended change to Item 6A.

Dr. Waters seconded.

Motion carried, 4-0.

12. Discussion and Possible Decision to Appoint Members to the newly created Pahrump Convention Center/Civic Center Advisory Board and Other Matters Properly Related Thereto.

Dr. Waters motioned to appoint Joseph C. Good Sr., John Whitney, Rodney Camacho, Bill Dolan, and Edgar Anderson to the Civic Center Advisory Board.

Mr. Kulkin seconded.

Motion carried, 4-0.

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

a. Final Public Budget Hearing – Thursday, May 17, 2012 at 7:00 p.m. @ the Town Annex.

Mr. Kohbarger clarified the time had changed to Friday, May 18th at 4pm in the Town Annex.

14. Public/Board/Staff Comment

No one from the public chose to comment.

Dr. Waters addressed a previous comment concerning the term Public Body stating it was defined in Open Meeting Law.

Legal Counsel confirmed the NRS was an immunity extended to public officials.

Mr. Kulkin addressed a comment concerning his removal from a meeting expressing he was never removed from a meeting.

Mrs. Parker thanked all in attendance.

Mr. Kohbarger thanked the Town Board for all they had done and continued to do.

15. Adjournment

Mrs. Parker adjourned the meeting at 8:07 pm.

PLEASE READ BACK OF APPLICATION BEFORE COMPLETING

Town Advisory Board (TAB) Application

Name of Board: Tourism

Applicant Name: Elizabeth Cory

Home Address: [REDACTED] City: Pahrump Zip: 89048

Mailing Address: [REDACTED] City: Pahrump Zip: 89048

Home Phone: [REDACTED] Unlisted? Yes No Fax: _____

Cell #: 702-856-9409 Work #: 775-751-7777

E-Mail Address: lizcory@yahoo.com

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

Are you currently employed by a public entity? Yes No If yes, which entity? n/a

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.

Liz Cory
Signature

4/11/2012
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.)

Elizabeth Cory

Objective To become an active member with the Town Advisory Board, Tourism.

Experience

**Marketing Manager
Golden Gaming/Terrible's**

- 11/2011 - Present Pahrump, NV
- Develop and manage promotions facilitated by Slot Club Ambassadors.
 - Ensure effective control of marketing results.
 - Create and facilitate Internal and external media.
 - Analysis on past promotions and advertising.

**Admissions Advisor / Team Lead
University of Phoenix**

- 02/2008-08/2011 Seattle, WA
- Coordinate meetings with potential students and facilitate presentations on the University.
 - Advise on degrees, financial aid, grants and scholarships.
 - Promoted to Senior Advisor and Team lead, overseeing Admissions team of 6.

**Marketing Account Executive
Riviera Broadcast Group LLC**

- 12/2005-02/2008 Las Vegas, NV
- Prospect new direct and agency clients for both KOAS and KVGS.
 - Create advertising strategies for multiple clients, local and national.
 - Created effective scheduling for clients for the proper demographics of their specific consumer.

**Promotion and Production Assistant
Lotus Broadcast Group**

- 2005 Las Vegas, NV
- Research for Morning Show material and demographics.
 - Implementing information in events and promotions.
 - Production work for morning show and research for sales department.
 - Assisted Public Relations coordinator with promotional events.

Education

Northeastern State University

- 08/2000-12/2004 Tahlequah, OK
- BA Communications
 - Emphasis Public Relations, Marketing and Business

University of Phoenix

- 02/2011-Present
- Estimated Graduation date March 2013
- MBA
 - Emphasis in Marketing

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> 5/9/2012	<u>DATE OF DESIRED BOARD MEETING</u> 5/22/2012
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval of Accepting the resignation of Mr. Pat Michael from the Pahrump Tourism and Convention Council Advisory Board.

Consent Agenda Item 5d

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 a copy of Mr. Michael's resignation and email from Ms. Ledbetter.

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

Arlette Ledbetter

From: CORY, ELIZABETH [ECORY@ggilv.com]
Sent: Thursday, April 05, 2012 3:05 PM
To: 'aledbetter@pahrumprnv.org'
Subject: *****SPAM***** 9.6 FW: congratulations!

Flag Status: Flagged

Hi Arlette,

It was so nice to meet you today. Below is the email that Pat had sent you last week. And my contact information. Please send me the application and I will get it filled quickly.

Talk to you soon
Liz

Elizabeth Cory
Marketing Manager
Terrible's Town, Pahrump Nugget
and Lakeside
Cell - 702-355-3730
Terrible's Town - 775-751-7777
Fax - 775-751-7720
ecory@ggilv.com

From: Pat Michel [<mailto:pmichel@affinitygamingllc.com>]
Sent: Wednesday, March 28, 2012 11:02 AM
To: Arlette Ledbetter
Cc: CORY, ELIZABETH
Subject: RE: congratulations!

I would like to introduce you to the new Marketing Coordinator Liz Corey, I think she would be a true asset to the Council. Liz lives here in Pahrump and has BA in Marketing and is finishing her Masters in Marketing as we speak.

I will be relocating to Vegas, I have enjoyed working with you. Let's get you and Liz together as soon as we can.

Thanks,

Pat

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> 5/9/2012	<u>DATE OF DESIRED BOARD MEETING</u> 5/22/2012
---	---

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval of Appointing Mr. Jason Abel to the to the Pahrump Nuclear Waste and Environmental Advisory Board.

Consent Agenda Item 5e

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 a copy of Ms. Beeman's email.

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

PLEASE READ BACK OF APPLICATION BEFORE COMPLETING

Town Advisory Board (TAB) Application

Name of Board: Civic / Event Center

Applicant Name: Michael Mack

Home Address: [REDACTED] City: Pahrump Zip: 89048

Mailing Address: [REDACTED] City: Pahrump Zip: 89041

Home Phone: [REDACTED] Unlisted? Yes No Fax: _____

Cell #: [REDACTED] Work #: _____

E-Mail Address: mamack.sr@hotmail.com

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

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 Mack

Signature

5/9/12

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.)

RE: Attachment to Michael A. Mack / Task Force Application

I have over 20 years of diverse back ground in the Energy Industry, which includes my past 12 years and present relationship with Pratt & Whitney Power Systems , a wholly owned subsidiary of United Technologies. " utc.com " They are a Fortune 100 Company, that employ over 200,000 people worldwide .

I also have a Channel Partner relationship with an International Solar System Company, who is a manufacture of **clean renewable solar energy solutions**, to key markets around the globe.

Our partner expertise is in , " Concentrating Solar Thermal Power Systems, for Commercial / Industrial Applications, that can provide Green Energy, for Air Conditioning and Proceeded Heat ".

We can also provide , Solar Power Systems that will produce On Site Solar Power for buildings and also large power systems for utilities, who purchase green power !

The above mentioned Solar HVAC System, is an example of a system operating in California since 2009, for a Major Utility. The system provides both Solar Air Conditioning & Heat, for their two story multi use building.

PLEASE READ BACK OF APPLICATION BEFORE COMPLETING

Town Advisory Board (TAB) Application

Name of Board: Community Center Advisory Board

Applicant Name: Butch Borasky

Home Address: [REDACTED] City: Pahrump Zip: 89048

Mailing Address: [REDACTED] City: [REDACTED] Zip: [REDACTED]

Home Phone: [REDACTED] Unlisted? Yes No Fax: None

Cell #: [REDACTED] Work #: 7517075

E-Mail Address: butchborasky@YAHOO.COM

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

*I served on the Bob Rood Community Center Advisory Board.
Please allow me to serve on this new board.*

Are you currently employed by a public entity? Yes No If yes, which entity? Nye County

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.

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.

<u>DATE AGENDA ITEM SUBMITTED</u> 5/9/2012	<u>DATE OF DESIRED BOARD MEETING</u> 5/22/2012
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval of Scope of Work for GC Wallace to provide Engineering Services for a Fairgrounds Topographic Survey in an amount not to exceed \$35,000 payable from the Fairgrounds Room Tax Fund. Concent Agenda Item 5g.

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 and GC Wallace Scope of Work Fairgrounds Topographic Survey Cost Analysis and Conceptual Map.

NOTE: This is a Town Board approved Goal & Objective #1 "Groundbreaking for the Fairgrounds project".

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mr. Luis, Pahrump B&G Mgr.

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext. 305
Telephone Number

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 5-22-2012

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager

DATE: May 16, 2012

RE: Approval of Scope of Work for GC Wallace to provide Engineering Services for a Fairgrounds Topographic Survey in an amount not to exceed \$35,000 payable from the Fairgrounds Room Tax Fund.

1.) Background

For the last six months a team of Nye County and Town staff have been meeting to discuss three outstanding Congressional Grants related to the Fairgrounds. Upon completion and approval of required environmental assessments by HUD, BLM, and USFWS, the group is recommending that initial infrastructure improvements be constructed at the Fairgrounds site. A conceptual map is attached.

The proposed development is a long term project, and these grants will allow initial but limited construction to commence on a well and a roadway from Gamebird into a designated parcel which will support a future soccer field complex and related parking.

The G.C. Wallace engagement proposal is to complete a topographical survey so that a design and bid package can be developed for construction of a roadway during the next four months. The Buildings & Grounds department has assembled a variety of studies and mapping efforts from the past which will be made available to the engineer to build upon.

The engineering services agreement to be approved and executed is for \$29,000 to complete the base topographic survey of the entire Fairgrounds site. However, staff is requesting the not to exceed amount of \$35,000 to provide contingency funds if needed. The site is unique and available data is limited so additional GIS and parcel information acquisition may be necessary in support of future design and construction efforts.

2.) Fiscal Impact

There currently are sufficient funds available and budgeted in the Fairgrounds Room Tax Fund.

It is anticipated that certain eligible engineering and development costs will be reimbursed under the two \$195,000 HUD grants. However, like most federal grants, the Town is required to expend the funds and then submit for reimbursement.

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 5-22-2012

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve authorizing the Town Manager to execute an engagement letter with G. C. Wallace Engineering to provide engineering services related to the topographical survey of the Fairgrounds site, as outlined in this memo and attached proposal.*

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

(Attachment A –G.C. Wallace Companies proposal to complete a Topographic Survey of 427 acres located at 3100 S NEVADA HIGHWAY 160.)

(Attachment B – Conceptual site map of proposed Fairgrounds Soccer Field Project and Roadway.)



G. C. WALLACE COMPANIES
ENGINEERS | PLANNERS | SURVEYORS

G. C. WALLACE, INC.
G. C. WALLACE OF CALIFORNIA, INC.
G. C. WALLACE HOLDINGS, INC.

Writer's Contact Information:

Derick D.J Yoro, PE, LEED AP
Vice President
702.804.2143
dyoro@gcwallace.com

398-A351-005B

May 15, 2012

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

Re: Town of Pahrump – Fairgrounds Topographic Survey

Dear Mr. Kohbarger:

In accordance with your request, G. C. Wallace, Inc. (GCW) is pleased to provide this proposal for Professional Land Surveying Services for the subject project. GCW's services will be performed on a Salary Multiplier basis as specified in our contract that was approved by your Board on July 14, 2009. The scope of work as we understand it will be to provide topographic mapping for a portion of that parcel identified as APN 2774101, located in Sections 32 and 33, Township 20 South, Range 54 East, M.D.M., Nye County, Nevada.

The specific services that GCW proposes to provide are as follows:

1. *Project Research and P.L.S. Support* – GCW shall research public records for horizontal and vertical control. GCW shall require a current preliminary title report, with all documentation for exceptions, for the property to be furnished by the owner.
2. *Project Control* – GCW shall locate controlling monuments in the project area to establish parcel boundaries. Topographic mapping elevations shall be reference to the most current Nye County Public Works published benchmark elevations in the project area.
3. *Topographic Mapping* – GCW shall provide a topographic survey mapped at one foot (1') contour intervals utilizing aerial photogrammetry mapping methods provided by AeroTech Mapping. Visible utilities and improvements within and immediately adjacent to the project boundary will be identified on the map.
4. *Record of Survey* – GCW shall provide a record of survey recorded with the Nye County Recorder's Office delineating the project boundary and public rights-of-way as identified by record documents.
5. *Deliverables* – One (1) mylar copy of the completed topographic map signed by a licensed Nevada Professional Land Surveyor plus two (2) black line prints of the signed map. One (1) black line print recorded Record of Survey signed by a licensed Nevada Professional Land Surveyor plus two (2) black line prints of the signed map. One (1) cd in AutoCAD and pdf-file format of the completed topographic map.

We propose to furnish the above described tasks for a Lump Sum Fee of \$29,680.00.

This estimate is based upon the use of Global Positioning Satellites for certain tasks involved with providing the described survey. It shall be understood that GCW Survey will not be held responsible for delays caused by GPS satellite failures, solar conditions or severe weather conditions.

The cost presented in this proposal, is based on a start to finish construction timeline for the project. If for any reason the continuity of the project is interrupted, GCW reserves the right to renegotiate our fees. GCW also reserves the right to renegotiate our fees if the project is phased. The above price is based on our current hourly rate sheet (HRS), attached hereto.

GCW requests 48 hours notice for all services; requests should be scheduled through Dan Hill at 804-2058 or his designated representative.

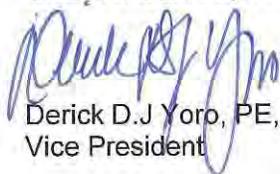
Payment for services rendered will be due within thirty (30) days after receipt of a statement for work performed during the preceding month. GCW reserves the rights to discontinue all work for unpaid invoices past 60 days from the date the services are provided

If this proposal meets with your approval, please sign below as acceptance of the stated scope of services and return one executed copy to my attention to this office. At that time we will initiate the proper documents for signature. Should GCW's Agreement for Professional Services not be acceptable, GCW reserves the right to review any proposed agreement prepared by the client. GCW considers these services as professional services, not contractor's services.

We will follow up this proposal to discuss any questions or clarifications you may require. We look forward to working with you on this project.

Cordially,

G. C. WALLACE, INC.



Derick D.J Yoro, PE, LEED AP
Vice President

c: Josh Johnson, GCW

EXHIBIT A

LETTER OF AUTHORIZATION

BETWEEN

PAHRUMP TOWN BOARD
(Hereinafter "CLIENT")
400 N. Hwy 160
Pahrump, NV 89060

AND

G. C. WALLACE, INC.
(Hereinafter "GCW")
1555 S. Rainbow Boulevard
Las Vegas, Nevada 89146

This Letter of Authorization, made and entered into on this 15th day of May, 2012, by and between CLIENT ("CLIENT"), and G. C. Wallace, Inc., a Nevada corporation ("GCW"), adds to, modifies or otherwise amends that certain Agreement for Professional Services between CLIENT and GCW, approved by the Town Board on July 14, 2009 (the "Agreement"), with regard to the Services, fees, basis of payment, schedule for performance, provision for additional services, or other such matters set forth below:

CLIENT Project Number or Description:
GCW Proposal, Project Number or Description: 398-A351-005B

As prepared and submitted by Derick Yoro, PE, LEED AP

Except as specifically amended by this Letter of Authorization, all the terms and conditions of the Agreement shall remain in full force and effect.

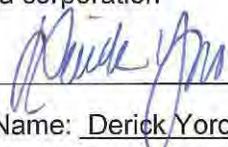
IN WITNESS WHEREOF, the parties have caused this Letter of Authorization to be executed on the date and year first written above.

PAHRUMP TOWN BOARD

G. C. WALLACE, INC.,

a Nevada corporation

By: _____

By:  _____

Printed Name: _____

Printed Name: Derick Yoro, PE, LEED AP

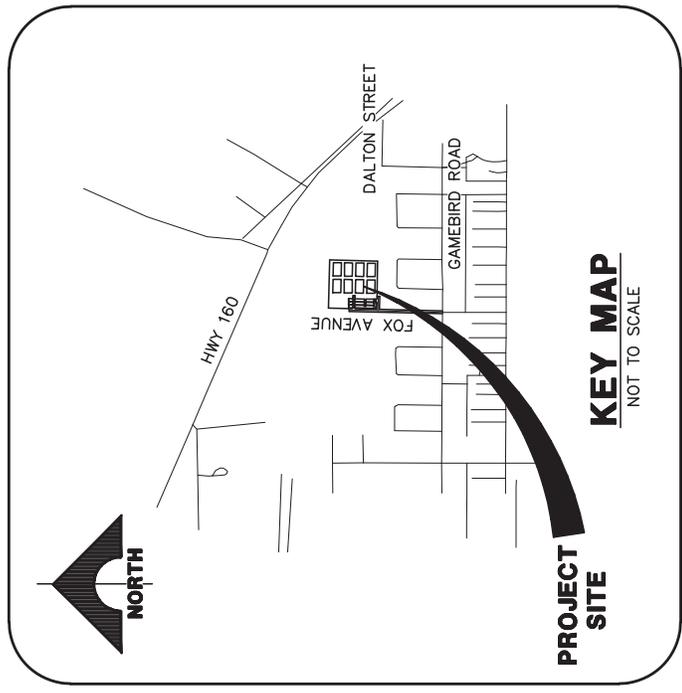
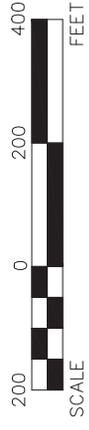
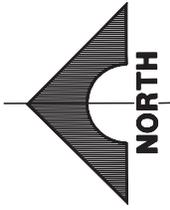
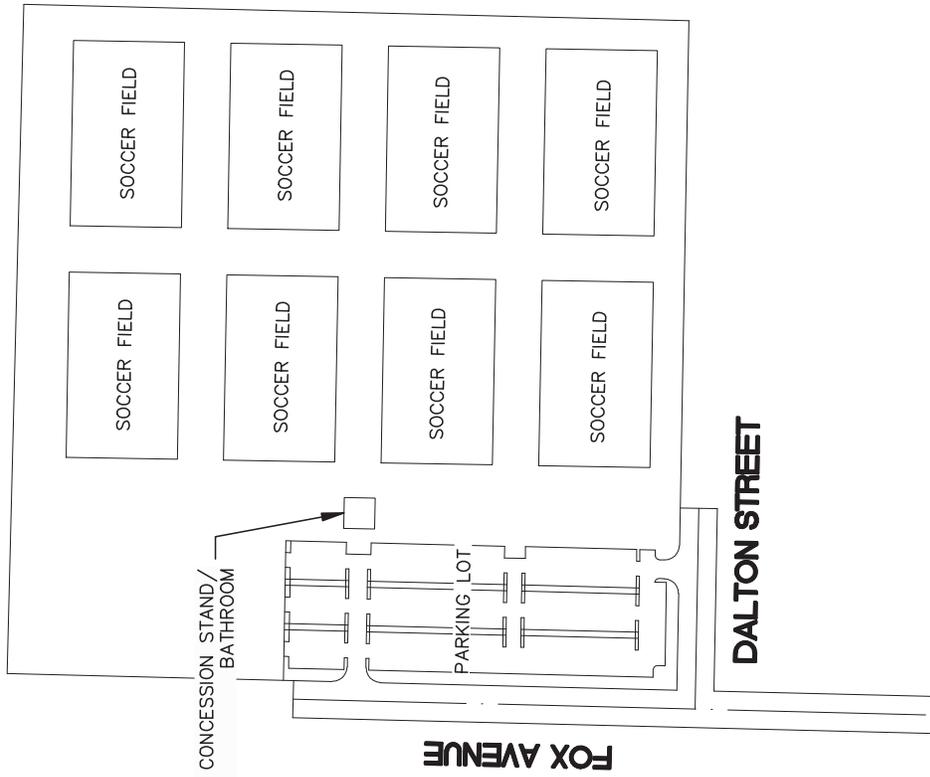
Title: _____

Title: Vice President

Date: _____

Date: May 15, 2012

NYE COUNTY FAIRGROUNDS



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> 5/9/2012	<u>DATE OF DESIRED BOARD MEETING</u> 5/22/2012
---	---

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval of Resolution 2012-09, a Resolution for non-financial support for the effort provide transitional housing under the direction of the Nye Communities Coalition Crisis Intervention Committee. Consent Agenda Item 5h.

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 a copy of Resolution 2012-09.

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
--	---

5h

RESOLUTION #2012-09

TOWN OF PAHRUMP, NEVADA

A RESOLUTION FOR NON-FINANCIAL SUPPORT FOR THE EFFORTS TO PROVIDE TRANSITIONAL HOUSING UNDER THE DIRECTION OF THE NYE COMMUNITIES COALITION CRISIS INTERVENTION COMMITTEE

WHEREAS, The Bright Source Energy Project located in Tecopa, CA has the potential of creating 1,000 or more jobs during construction and 100 or more jobs for the operation of the plant; and

WHEREAS, Town of Pahrump is the largest population center closely located to Tecopa, CA and to the Bright Source Energy Project, and

WHEREAS, The Town of Pahrump has the necessary housing and services to provide the workers of the Bright Source Energy Project with a safe and comfortable living standard; and

WHEREAS, the Nye Communities Coalition Crisis Intervention Committee has been working closely with the Bright Source Energy Project team on housing issues facing their workers and support staff.

NOW THEREFORE, BE IT RESOLVED:

The Pahrump Town Board offers its full nonfinancial support for the efforts of the Nye Communities Coalition Crisis Intervention Committee to provide and oversee emergency housing to the workers and support staff of the Bright Source Energy Project.

Motion proposed by Town Board Member:

Motion seconded by Town Board Member:

Vote: Ayes:

 Nays:

 Absent:

Approved on the 22nd day of May, 2012.

Vicky Parker, Chairman
Pahrump Town Board

Dr. Tom Waters, Clerk
Pahrump Town Board

RESOLUTION #2012-10

TOWN OF PAHRUMP, NEVADA

**A RESOLUTION FOR NON-FINANCIAL SUPPORT IN COMMEMORATING
THE 50th ANNIVERSARY OF THE VIETNAM WAR**

WHEREAS, The Veterans' Administration of the United States of America is Commemorating the 50th Anniversary of the Vietnam War; and

WHEREAS, Mr. Jose Telles, a Retired U.S. Marine and Pahrump citizen has requested non-financial support from the Pahrump Town Board in conducting a one-day ceremony to honor those who fought in the Vietnam War including those who paid the ultimate sacrifice; and

WHEREAS, The Pahrump Town Board strongly supports the efforts of local Veterans as demonstrated by Mr. Telles; and

WHEREAS, The Pahrump Town Board has directed staff to assist Mr. Telles with administrative duties in conducting a commemoration ceremony;

NOW THEREFORE, BE IT RESOLVED, The Pahrump Town Board offers full, nonfinancial support to the efforts of local Veterans, such as Mr. Telles, in the commemoration of the 50th Anniversary of the Vietnam War.

Motion proposed by Town Board Member:

Motion seconded by Town Board Member:

Vote: Ayes:

 Nays:

 Absent:

Approved on the 22nd day of May, 2012.

Vicky Parker, Chairman
Pahrump Town Board

Dr. Tom Waters, Clerk
Pahrump Town Board

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 5-22-2012

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager
Arlette Ledbetter, Tourism Coordinator

DATE: May 16, 2012

RE: Approval of re-ordering additional Tourism Base Camp to Adventure collateral bags in an amount not to exceed \$12,500.

1.) Background

Last year we were using a collateral bag with the orange and blue “Welcome to Pahrump” logo. We placed an initial order of 25,000 and depleted that supply in under one year. We have adopted our newly designed “Base Camp to Adventure” icon and need to replenish the supply of collateral bags. The initial order was to provide us with some start up bags, allow us to test market and determine the usage. In light of our success staff wishes to re-order 100,000 bags to be ready for new fiscal year’s marketing events.

Next year we will be hosting the annual state Rural Round Up in Pahrump and have plans to be joining NCOT and Nevada Silver Trails in more tourism outreach efforts.

The Base Camp to Adventure bags are a joint marketing project with NCOT and the Nevada Silver Trails. These bags have become the replacement for the original “Welcome to Pahrump” bags. The collateral bags are used at NCOT and Town sponsored tourism events, such as Quartzsite, regional trade shows, Treasure’s Samboree RV event and FAM tours.

2.) Fiscal Impact

There currently are sufficient funds available and budgeted in the Tourism Room Tax Fund.

The amount will provide both production costs for 100,000 additional collateral bags under the existing joint production arrangements, plus related costs for any design changes as needed, or drop shipment costs to co-sponsored regional tourism events with NCOT or other state tourism agencies to increase our future room nights.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve re-ordering an additional 100,000 Base Camp to Adventure collateral bags and related costs, in an amount not to exceed \$12,500, as outlined in this memo.*

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

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 5-22-2012

(Attachment A –Sample Base Camp to Adventure logo collateral bag

Side 1



Side 2



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> 5/9/2012	<u>DATE OF DESIRED BOARD MEETING</u> 5/22/2012
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Advisory Board Reports from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards.

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/Advisory Boards

SPONSORED BY:

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

Pahrump, Nevada

Proposal for Entertainment Destination Concept Illustration and Financial Target Development Phase II

Prepared By:
Contour Entertainment, Inc.

May 17, 2012

INTRODUCTION

In June of 2011, the Town of Pahrump ("PAH") hired Contour Entertainment, Inc., ("CEI") to perform an initial investigation for an entertainment concept to drive the growth of tourism in the Town. CEI, with their economic developer and economist subcontractors, visited the Town, surveyed the surrounding markets and competitive landscape for entertainment projects, identified potential gaps in the market, developed initial concepts matched to the opportunities and presented their report in person to the Town Board on October 10th.

The results of our investigation where that Pahrump has already reached the third stage of Destination Development and needs to expand and grow their tourist offerings and infrastructure in order to continue to develop the tourism business sector. We presented two fundamental strategies to do this:

First, waiting for continued private investment to slowly grow additional individual elements and to slowly build additional capacity in the current, successful elements.

And second, the Town can support a more aggressive leap in the tourism development through a true Public / Private Partnership that would enable a larger step to be made to create an anchor destination with additional attractions, hospitality and other amenities for the tourists and locals alike.

This second option is what we recommended should be done and was the subject of our initial Phase II proposal presented on November 30th. Following review of the proposal, a request was made by the Town for us to travel to Pahrump and meet with the Town Manager and the Ad Hoc Committee established by the Town Manager to discuss adjustments to the scope. This meeting took place at the town offices in Pahrump on January 4th, 2012.

This proposal incorporates revisions based on the direction received at this meeting and subsequent discussions with the Town Manager and members of the Ad Hoc Committee.

SCOPE OF WORK

In general, the Second Phase will be used to establish the directions for the Public Private Partnership and to investigate the ways in which incentives from the County and State of Nevada might be used to support and encourage private sector investment in tourism industries in Pahrump. In order to focus these discussions, two projects will be used as sample cases:

- One, an expansion to an existing and successful businesses in Pahrump
- Two, an expanded vision of the Adventure Springs concept previously presented

This strategy allows the discussions to focus on short-term results that can be obtained through this effort for the Town utilizing one or more of the current successful businesses with a vision for tourism sector growth. Contour will prepare an initial,

speculative pass at what an expanded build-out concept would be for the *Adventure Springs* project and how this might be integrated with other elements such as the “Field of Dreams” baseball training camp previously embraced by the Town. This initial Inspirational Illustration would be used (along with the previously built up concepts for the initial phase of *Adventure Springs*) in discussions with the Town, County and State representatives to propose and negotiate legislation to provide the tools to achieve the maximum financial support available.

Complimenting this Public Funding effort would be an initial opinion evaluating the Private Sector funding strategies available to the project and presenting the recommended course to pursue to fund the initial and on-going development of *Adventure Springs* to catalyze the overall tourism development in the Town of Pahrump.

At the conclusion of this phase, the results of this effort would provide a strategy and resulting recommended target development budget range for the project so that the next level of design efforts will be focused on a realistic and attainable target.

A specific Project Site will also be identified and provided by the Town of Pahrump. This site will be evaluated and an appropriate procurement strategy, timeline and costs associated therewith will be included in the final report.

Following the completion of this Phase II step, we would propose to continue to the next step with a true master plan design and development phase for *Adventure Springs*. This effort would complete the conceptual design, master plan and element identification, establish the development budgets and operating pro forma as well as to prepare the total financial package and prospectus suitable to take to the investor market.

Town Working Group (Ad Hoc Committee)

As presented in our final report and implemented by the Town Manager, a working group (Ad Hoc Committee) has been established to work with the Contour Team. Our first meeting with this group on January 4th was very focused and productive and we have a good impression of this team and their positive, collaborative and realistic and insightful perspective on moving this project forward.

General Work Plan

We will kick off this Phase II with a face-to-face meeting with this Ad Hoc Committee in Pahrump. The agenda for this Kickoff Meeting will be to review the Final Report from the previous phase and to discuss specific potential project sites, elements to include, Town, County and State political strategies, plans and potential development schedule, our working schedule and communication protocols and any other issues to ensure the most effective strategies are utilized during the phase.

We have structured the work in this initial Step for Phase II as follows:

A. Build-Out Concept Vision

Based on a specific site, coupled with the list of elements provided by the Ad Hoc Committee to include the “Field of Dreams” baseball elements and any other desires

provided in the Kickoff Meeting, Contour will create an initial pass at a build-out concept plan and prepare a dynamic, inspirational illustration to capture the excitement of the vision for the project. This illustration will remove key indicators that would betray the location of the site if this is a controversial issue.

B. Sports Program Investigation

Our Sports Planning consultant, National Sports Services, (“NSS”) will perform an initial analysis to ensure the viability of sports facilities and programs on the preferred site. This effort will include an evaluation of the feasibility of the concepts for a “field of dreams” Baseball Training Camp and Soccer Camp concepts as compatible elements on the subject property. NSS will review the demographic information assembled in the previous phase along with other key market indicators specific to the target audience and competitive market for these types of sports focused venues and programs. Following this analysis – and presuming a sports program is viable – NSS will proceed to their next phase of determining a preliminary program and establishing a business model, preliminary field and support facilities recommendations.

Additional details and reference information are included in the National Sports Services Proposal attached in Appendix A.

C. County and State Support

Town of Pahrump Officials will identify and meet with the necessary elected officials from Nye County and the State of Nevada in Carson City to negotiate, define and draft favorable commitments, including state and county legislation to establish a Special Zone or Zones along with appropriate tools to provide the financial support for the projects. This effort would serve to quantify the State and County financial project support by defining the specific tools and level of support achieved or achievable. Based on the County and State support, the complimentary support from the Town of Pahrump will also be defined. This effort will be led and primarily pursued by Town of Pahrump representatives and their contracted lobbyist in consultation with Contour.

D. Financial Analysis and Review

Our Investment Banking Subcontractor, Stern Brothers & Co., (“Stern”) will review and evaluate the previous studies and the Town, County and State support strategies presented to compile an analysis of the various financing strategies and their potential to provide capital for Special Zone projects. This will include providing a preliminary Credit Rating analysis with respect to the Town, County and State and how these will impact the various financing strategies for the Public Sector. Stern will also provide private sector financing options and recommendations regarding the structure of the Financing as dictated by current market and credit considerations.

Additional details and information are included in the Stern Brothers & Co. Proposal attached in Appendix B.

Specific Tasks

1. A Kickoff Meeting will be held in Pahrump with the Ad Hoc Committee tasked with managing this project on behalf of the Town Manager. This meeting will review the schedule, detailed tasks and deliverables to ensure clear, collaborative communication through effective procedures between the Contour Team and the Town.
2. The Town of Pahrump will provide options for Site Selection based on the target size and available land options.
3. Based upon the provided site, the Contour team will prepare a Conceptual Masterplan (plan view drawings of the project site identifying all elements included within the ultimate build out) for the Build-Out of the Project. This plan will be based on the discussions in the Kickoff Meetings and will be focused on providing a dynamic, exciting and intriguing conceptual direction to help capture the imagination of how the project could develop over a significant time and with sufficient funding to expand on the initial *Adventure Springs* structure and concepts. A key presentation illustration will be created to be utilized by the Team and Town representatives to illustrate what the ultimate destination could look like if sufficient funding for the project at this scale is identified.
4. Creation of a Presentation Package for *Adventure Springs* utilizing the elements created in Phase I. This package will be used to introduce the project to elected officials and for discussion purposes and guidance during this Step.
5. Ad Hoc Committee and Town Representative meetings to discuss potential Sports programs that could be realized on the *Adventure Springs* site.
6. County and Town meetings and discussions to provide comment on identified local incentives.
7. Identifying and quantifying Land Conveyance and Use criteria and responsibilities to achieve conveyance of site control to a private developer as part of the threshold equity for the project. Such investigation to include timelines that may affect project development schedules.
8. Final Report Review Meeting with the Ad Hoc Committee to review the results of the effort including the final report, the Town representative requirements to follow on and support the potential legislative drafting process and project development next steps.

SCHEDULE

The above tasks will commence with a Kickoff meeting to be held in Pahrump. Following this meeting, the Contour Team will take approximately 3-4 weeks to create the blue-sky conceptual master plan vision and the resulting Inspirational Image for *Adventure Springs*. During this same timeframe, the Town representatives will begin making initial enquiries to set appointments with the County and State representatives. With the

Presentation package in hand, the Town representatives will meet with these gentlemen and begin to progress the various tasks outlined above.

In approximately 4 to 6 weeks, we will conduct our initial Update Review. At approximately Week 10, we will provide a second Update Review and again at approximately Week 14 we will provide a third Update Review. The total phase duration is anticipated to be approximately 18 weeks and will culminate in a Final Review.

The schedule for this effort is heavily dependant upon the availability and schedule coordination of the various public officials and representatives with whom meetings must be arranged. Further, the meetings with the Carson City lobbyists and legislators will be led by Town of Pahrump representatives. For this reason, it is not reasonable to suggest specific, hard dates, but rather the general intentions as outlined above. We will use every reasonable effort to maintain the overall duration and work to keep things moving forward as well as to keep the Town of Pahrump informed of the progress and schedule. The Updates may be conducted in person in coordination with travel to Pahrump for meetings, or may be conducted via Internet Meetings with Ad Hoc Committee representatives.

At the conclusion of the effort, a final, in-person Presentation will be held in Pahrump with the Ad Hoc Committee to present the targets achieved and the schedule for the presentation, balloting and anticipated passage of any associated legislation.

DELIVERABLES

The Deliverables for this Scope of Work are listed below. Electronic Copies will be submitted as PDF files or, where appropriate, Microsoft Office format files (Word, Excel, PowerPoint). Three (3) hard copies, where required, will be submitted in Letter-Sized reports for the written documents and 11 x 17 or larger copies of drawings and illustrations as appropriate.

The following Deliverables will be supplied as available and appropriate at Interim Update Reviews:

1. Concept Plans and Inspirational Vision Illustration at initial Update.
2. Brief Weekly Update Reports will be submitted via e-mail reporting progress, meetings held and general outcomes as well as any specific goals attained. Each report will trend the timing and coordination for the next Update Review meeting.
3. A preliminary Report from NSS regarding the feasibility of pursuing sports and recreation facilities on the recommended site

The following Deliverables will be supplied at the Final Review:

1. An Overview Report summarizing the project process we have undertaken to achieve the stated goals and the results attained
2. A Land Conveyance and Use Report identifying the criteria and requirements for conveyance of the site control to a private sector developer
3. An Incentive Summary Report identifying the Incentives including the economic zone development criteria for special legislation, the parameters to which they

apply and all conditional requirements of the development as well as the specific goals and targets presumed and any performance requirements of the Private Sector partners to achieve the payments projected for each tool.

4. NSS Summary and Initial Findings Report regarding sports facilities on the site in Pahrump
5. Stern Brothers & Company's Credit Rating Analysis for the Town of Pahrump, Nye County and the State of Nevada.
6. Stern Brothers & Company's Project Financing Review and Analysis Report that presents the evaluation of financing options considered and provides recommendations as to the most promising strategies.

FEES AND PAYMENT SCHEDULE

Our fees for the services identified above will be \$207,000 with the basic breakdown as shown in the table below.

Element	Percentage	Fee
Vision Concept Development & Master Plan	12%	\$25,500
Illustration, Printing and Presentation Prep	21%	44,400
Land Grant Criteria, Site Transfer and other Incentive Review & Zone development	19%	40,000
NSS Sports Viability Assessment and Preliminary Planning	14%	28,000
Stern Financial Assessment and Strategy Development	11%	22,000
Presentations & Meetings	17%	34,600
Project Coordination & Management	6%	12,500
Total:	100%	\$207,000

In addition to the above Fixed Fees, a **Reimbursable Budget** to cover travel expenses will be allocated in accordance with the **Not To Exceed** requests of the subcontractors and CEI totaling **\$13,000** to include the travel to and meetings in Pahrump and other locations as necessary to support the project.

As stated below, we've assumed that Pahrump hotels will be booked and paid for directly by the Town of Pahrump and are not included in the budget provided herein. Any and all other travel and trip expenses will be considered as reimbursable expenses in accordance with the descriptions below with a Not To Exceed Limit of \$13,000.

All payments are due within 30 days of invoice submission. Our preferred method of payment is via Bank Wire Transfer. Accordingly, our wire transfer information will be provided on all invoices.

NOTE:

We anticipate the retention of a Carson City Lobbyist to pursue the legislative effort. Additional Funding will be required for this Lobbyist. This individual will be identified and a separate proposal will be submitted to cover the costs of their services directly between this Lobbyist and the Town of Pahrump. The cost for these services is anticipated to be in the range of \$40,000, but until a candidate is identified, interviewed, recommended and a commitment is negotiated, this number cannot be confirmed and is provided as a guideline in the range of anticipated costs only.

Additional services from other consultants associated with this effort are also anticipated and will be highlighted for the Client as they are identified.

We require the following payment schedule in respect of our fees:

Milestone	Percentage	Payment
Contract Award	30%	\$62,100
Update Review #1	20%	41,400
Update Review #2	20%	41,400
Update Review #3	20%	41,400
Final Presentation	10%	20,700
Total:		\$207,000

ASSUMPTIONS

As with our previous contracts, we have assumed that all local hotel accommodation in Pahrump will be provided and paid for by the Town of Pahrump. All additional expenses such as meals and ground transportation for the team as well as admissions or other fees will be added to invoices as Reimbursable expenses.

All accommodations will be Business Class. All travel expenses greater than \$20 will be supported with copies of actual receipts in accordance with IRS requirements. If necessary, (due to expenses incurred for the presentation for the Final Report) following the final invoice, a Close-Out Invoice will be provided with the final Travel Expense billing when all receipts are collected.

Any adjustments to the scope of services will be handled as Change Orders and will be approved in advance. Any such Change Order will include scope, schedule and fee implications including additional expense reimbursement allocations if applicable. Examples that may be added include potential lobbying support and attendance at public meetings by our sub-contractors.

Success Fees. This proposal has been submitted with the understanding that the Success Fees identified in Phase I – payments for the rights to use the strategies to be further developed through this, Phase II – will continue in full force and effect. For clarity, these will include success fees payable upon both public and private funding activities

for any projects utilizing the tools developed through this effort. An example of this is a performance fee of 3% of the public sector incentives provided to the private sector for investment inducement will become due and payable upon such funding being finalized.

APPROVALS

IN WITNESS WHEREOF, the Parties have executed this Agreement as Indicated Below:

The Town of Pahrump

Name: _____

Title: _____

Signature: _____

Date: _____

Contour Entertainment, Inc.

Name: Christopher G. Brown

Title: President

Signature: _____

Date: _____

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.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
5/11/2012 5/22/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Discussion and Possible Decision to Approve waiving the Town of Pahrump Arena
Reservation Fee for the Nevada Western Heritage Foundation.

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.

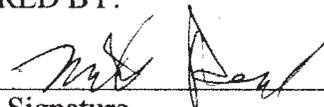
BRIEF SUMMARY OF ITEM:
See attached Agenda Item Request forms filled out by Ms. Shirky.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Ms. Shirky, NV Western Heritage

SPONSORED BY:

Mr. Darby, Town Board Member
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number

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 _____

5/22/12

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

ARENA Fee Waiver

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:

Want To HAVE ARENA Fee WAIVED
AS THE ARENA BOARD ALREADY APPROVED
FOR OCT DATE

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Nevada Western Heritage Foundation

SPONSORED BY:

Lynn Shirky (Sec)

Print Name

[Signature]

Signature

Po Box 5741 PU 89041

Mailing Address

(775-910-9432

Telephone Number

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.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
5/11/2012 5/22/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve sponsoring days at the Pahrump Arena for the Pahrump Valley Rough Riders.

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:

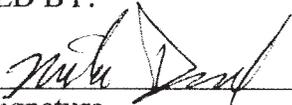
See attached Agenda Item Request forms filled out by Ms. Seastrunk.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Loyce Seastrunk or Will Sutton

SPONSORED BY:

Mr. Darby, Town Board Member
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number

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 May 11, 2012 DATE OF DESIRED BOARD MEETING May 22, 2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Sponsored days for Pahrump Valley Rough Riders.

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:
Pahrump Valley Rough Riders, our local gymkhana club would like to request sponsorship for our February 2012, June 2012, July 2012 and August 2012 show dates at McCullough Arena

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Loyce Seastrunk 702-234-7757
and/or Will Sutton
SPONSORED BY: Will Sutton 702-858-8606

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

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
5/9/2012	5/22/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve a Fuel Surcharge Rate Reduction for Pahrump Valley Disposal pursuant to PTO 43 Sections 43.020 and 43.270(C) and All Matters Properly Related Thereto.

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 a letter submitted by Mr. Groesbeck, Government Affairs C&S Waste Solutions of Nevada.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Mr. Bob Groesbeck, C&S Waste Solutions

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext. 305
Telephone Number



May 15, 2012

William A. Kohbarger
Pahrump Town Manager
250 N. Hwy 160

Re: Request for Reduction to Fuel Rate Adjustment

Dear Mr. Kohbarger:

At the March 27 meeting the Town Board approved Pahrump Valley Disposal's (PVD) request to increase the diesel fuel surcharge by \$0.21 per month (from \$0.50 to \$0.71), effective April 1, 2012. The rate increase was granted based upon rapid price escalations, as depicted in the US Energy Administration Index (EIA), West Coast, which is the index tied to adjustments under PTO #43. Although the pertinent index and historical data pointed to additional increases at near-record levels, the local market has in fact moderated significantly since the last increase.

Although the EIA has been very accurate from a historical perspective (averaging \$4.379 p/gal. for the month of April 2012), we have recently been successful in purchasing diesel fuel at rates below the EIA. We believe a return to the previous base rate of \$3.89 p/gal. is reasonable and more in line with current pricing in the market, at least insofar as pertains to our purchasing power. Whether these rates remain stable is impossible to predict. As set forth in the attached calculations (Fuel Adjustment Calculation), we propose a reduction in the diesel fuel rate surcharge of 1.03% ($5.92\% - 4.89\% = 1.03\%$), which would result in a \$0.13 monthly reduction in the average customer's bill ($\$12.94 - \$0.13 = 12.81$).

We very much appreciate the support you and the Board have provided in working with us on this difficult and ever-changing issue. As always, we stand ready to address any questions you may have in this regard. Please place this request on the next agenda for consideration.

Sincerely,

Robert A. Groesbeck
Government Affairs

Pahrump Valley Disposal Fuel Adjustment Calculation

Section A Current Period Adjustment

Old Base	New Base	Difference	2011 Gallons	2011 Adjustment	
\$2.600	\$3.890	\$1.290	104,778.53	\$135,164.30	
	PVD	Jan 2011 to Dec 2011 Revenue		\$2,902,269.85	
Section A		Current Period Fuel Surcharge %		4.66%	Effective June 1, 2012

Section B Franchise Fee Coverage %

	Total Current Period Adjustment	\$135,164.30	
	Franchise Fee Due	\$6,758.22	
	Jan 2011 to Dec 2011 Revenue	\$2,902,269.85	
Section B	Franchise Fee Coverage %	0.23%	Effective June 1, 2012

PROPOSED FUEL SURCHARGE %	4.89%
CURRENT FUEL SURCHARGE %	5.92%
SURCHARGE Increase (decrease)	-1.03%

<u>W/E Date</u>	<u>Index \$/gal</u>
	\$3.890
	<hr/>
	\$3.890

\$3.890

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.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
5/8/2012	5/22/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve changing Section VI (A) of all Advisory Board By-laws to read as follows: "As a Public Body, all Advisory Board meetings will be held in accordance with NRS 241, the Open Meeting Laws" and All Matters Properly Related Thereto.

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 a copy of Section VI (A) change.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Dr. Waters, Town Board Clerk

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext. 305
Telephone Number

**PAHRUMP COMMUNITY CENTER/CIVIC CENTER
ADVISORY BOARD
BY-LAWS**

I. NAME

- A. The name of this board shall be the Pahrump Community Center/Civic Center Advisory Board. (PCCAB)

II. PURPOSE

- A. To act in an advisory capacity to the Pahrump Town Board and/or the Pahrump Town Manager with regard to the promotion of investigating the possibly of building a new Community Center/Civic Center within the Town of Pahrump
- B. To make recommendations to the Pahrump Town Board and/or the Pahrump Town Manager with requests as to the location of, size of, design of, purpose of and funding of a new Community Center/Civic Center.

III. MEMBERSHIP

- A. The number of active board members shall be not less than five (05) or more then seven (07) with two (02) alternates.
- B. Members of the Advisory Board must be Town of Pahrump residents.
- C. Vacancies in the Advisory Board shall be advertised when a vacant seat becomes available. Interested individuals must complete a Town Advisory Board application.
- D. Membership to the Advisory Board shall be by appointment and approval of the Pahrump Town Board. Nomination for membership to the Advisory Board shall be made by majority vote of all active Advisory Board Members.
- E. The term of each Advisory Board member shall commence upon the approval for appointment by the Town Board. Each term will be for a two-year period.
- F. It is the responsibility of an Advisory Board member to attend all meetings or notify the Chairperson or Vice-Chairperson when he or she will be absent.
- G. Unexcused absences by an Advisory Board member for three consecutive meetings or four out of six meetings shall be grounds for removal of said member.
- H. Recommendation for removal of an Advisory Board member shall be submitted in writing to the Town Board, after a majority of the Advisory Board members vote in favor of said removal. Final disposition of removal from the Advisory Board shall be at the discretion of the Town Board.
- I. Advisory Board members serve their appointed terms without any compensation.
- J. Advisory Boards shall not be involved in the administration or operation of Town Departments nor shall they direct administrative staff to initiate programs, conduct major studies or establish official policy.
- K. Individual Advisory Board members will only represent the Advisory Board on items and/or matters decided on by the Advisory Board as a whole.

- L. Advisory Board members must follow all Town of Pahrump Ordinances/Resolutions when conducting events within the Town of Pahrump. Advisory Board members must be respectful to invited guests/citizens/Town Board members.

IV. OFFICERS OF THE COMMITTEE

- A. Officers shall be the Chairman, Vice-Chairman, and Secretary

V. DUTIES OF OFFICERS

- A. Members of the Advisory Board shall nominate and elect officers in January of each year.
- B. The Chairman shall conduct all meetings of the Advisory Board. The Chairman or designee shall be the Advisory Board's spokesperson and shall appoint sub-committees. Quarterly, the Chairperson shall submit or cause to be submitted to the Town Board an activity report summarizing the Advisory Board's accomplishments and objectives for the next quarter. The Chairman or designee shall present all board recommendations and other matters to the Town Board.
- C. The Vice-Chairman shall assume the duties of the Chairman in his/her absence.
- D. The Secretary shall be responsible for all minutes, reports, agendas, correspondence, and records of the Advisory Board.

VI. MEETINGS

- A. As a Public Body, all Advisory Board meetings will be held in accordance with NRS 241, the Open Meeting Law~~All Advisory Board meetings will be held in accordance with NRS 241.~~
- B. The Advisory Board shall meet once a month or as necessary.
- C. Meetings may be attended by a Town Board Member acting in the capacity of liaison to the Advisory Board. The liaison shall be an advisor to the Advisory Board and shall make recommendations from time to time as may be necessary to facilitate the purposes of the Advisory Board.

VIII. VOTING RIGHTS OF MEMBERS

- A. Each seated Advisory Board member is entitled to one vote, on all matters, at any meeting attended. Alternate do not have any voting rights.

IX. EXPENDITURES/REVENUE

- A. All expenditures, revenues and/or donations incurred and received by the Advisory Board shall be further subject to approval by the Pahrump Town Board, unless approval has been previously granted by said Pahrump Town Board.
- B. No advisory Board members shall sign any contracts or documents obligating the Town and/or Advisory Board members to any responsibility financial or otherwise.

X. AMENDMENTS

- A. These By-Laws may be amended from time to time as required by the Pahrump Community Center/Civic Center Advisory Board. Said amendments shall be subject to approval by the Pahrump Town Board.
- B. Proposed amendments to these by-laws shall require a two-thirds vote of the entire Board.

PAHRUMP COMMUNITY CENTER/CIVIC CENTER ADVISORY BOARD:

Town Manager Report

05/22/12

1. Town Board Directives

- a. Resolution #2012-09 – On Town Board agenda for approval.
- b. Resolution #2012-10 – On Town Board agenda for approval.
- c. Joint Meeting between Town Board and BoCC – Has a date been set for this meeting yet?

2. Bob Ruud Community Center

- a. Up and running to full capacity. The Town has received numerous comments from users advising how good it is to have the BRCC back open and operating. The Town has also received several nice comments on the appearance of the inside.

3. Petrack Park

- a. Field “C” lighting project has gone to bid. The bids are due on June 07, 2012 and will be presented to the Town Board for possible approval during the June 12, 2012 Town Board meeting.

4. PARC/Fairgrounds

- a. After numerous meetings between Town and County staffs, the Town is moving forward on this project. The Town has worked on completing the environmental assessments and obtaining approval of same as required by HUD to turn dirt on the 426 acre parcel and to expend the HUD grants the Town obtained five to seven years ago. In addition, the Town has worked closely with Fish and Wildlife to ensure that no Desert Tortoise habitat will be distributed.

The project will consist of up to eight soccer fields, a concession stand/restroom facility, a parking lot and 600’ of roadway leading into the 426 acre parcel. (See attached conceptual map) NOTE: Moving forward with the actual building of the Soccer Fields and concession stand/restroom facility will depend on several factors. Those factors are costs: well, power, infrastructure versus actual funds that the Town already has budgeted.

This proposed development is a long term project, and these grants will allow initial but limited construction to commence on a well and a roadway from Gamebird into a designated parcel which will support a future soccer field complex and related parking.

5. BLM Projects

- a. **Last Chance Park** –During the last conversation the BLM stated the archeologist is tied up with renewable energy projects. Since that conversation the Town has received no comment as to progress Last Chance

Park. Staff did contact the Congressional staff of Senator Reid last month to advise them of the lack of progress.

- b. **Airport Cost Recovery Account** – After 3-months of requesting a meeting with the BLM, it is finally going to happen on June 12, 2012. The CRA will be placed on the Town Board agenda for June 12, 2012 for possible approval.
 - c. **Land Sales** – The sale of BLM property (120 acres) to Spring Mountain Motorsports was a success. They are now moving forward with their development plans. Good luck Spring Mountain Motorsports.
6. **POOL**
- a. The Pool will open on Saturday, May 26, 2012. The Pahrump Valley Cruisers are sponsoring “Open Swim” for the first two days: May 26th and May 27th. Free swimming! Thank you Pahrump Valley Cruisers.
7. **Airport**
- a. The Town Manager is diligently negotiating with Landrum & Brown (L&B) Town’s Consultant)) for the costs of Phase I(c). L&B prepared an FAA approved 93-page document describing the elements of Phase I(c). The FAA is requiring a cost figured by the end of the month (May 2012). The Town and L&B must be no more than ten percent apart in order to send figures to the FAA for their final approval. Once the FAA approves the final cost, the final cost will be brought forward to the Town Board for possible approval. Phase I(c) is the bulk on the EIS process and will take approximately 12 to 18 months to complete.
8. **Columbarium**
- a. The Columbarium was received and was put in place. Reservations should start being taken by the end of June 2012. The Veterans Memorial Advisory Board discussed the protocols and process for the Columbarium on May 17, 2012 but tabled these protocols and processes to give themselves enough time to work out some small bugs associated with those protocols/processes. These protocols and processes will be brought forth to the Town Board for possible approval as soon as the Veterans Memorial has completed them.
9. **Movie Night at the Park**
- a. The contract for this item will be brought to the Town Board for possible approval during the June 12, 2012 Town Board Meeting.
10. **Park User Fees**
- a. Staff along with the Parks and Recreation Board will be possibly bringing forth “Park User Fees” for all Parks for possible approval to the Town Board in July 2012.
11. **Town Clean-up**
- a. Here is the tonnage from the Town Clean-up which took place on Saturday, May 12, 2012:

- i. 21.86 Tons (2,000 pounds equals one ton) Seven (07) dumpsters, some of which were emptied several times during the course of the weekend affair. Over 100 wayward shopping carts were returned to their rightful owners.

12. **Goals & Objectives**

- a. See attached May update report.

13. **Correspondences:**

- a. Dept of Health and Human Services, Health Division.
 - i. Fair and Festival Committee
 - ii. Earth Day Festival

14. **POOL/PACT**

- a. Mr. Wayne Carlson, Executive Director will be present at the June 12, 2012 Town Board meeting to discuss the POOL Renewal.

15. **Department Head Reports:**

- a. Fire-Rescue Service
- b. Finance

16. **Town Manager Calendars:**

- a. May 2012
- b. June 2012

Goals & Performance Objectives 2011-2012 Monthly Update

Date Started/ Activity	Goal	May-12	Projected Completion Date
		<p>#1 (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 amphitheatres 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. The 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>	
10/18/2011		Staff (Finance Director & 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.	24-months
11/14/2011		Staff (Finance Director, Buildings & Grounds Mgr and Town Manager) met with County staff to discuss moving forward with a well, soccer fields and Detention Basin development. Discussed where these areas could be constructed.	
12/7/2011		Staff (Finance Director and B & G Mgr) met with County staff to continue discussions pertaining to this project.	
1/18/2012		Staff (TM, B&G Mgr, FD, and CB&DS Mgr) met to discuss moving forward with plans. FD will be requesting drainage plans from GC Wallace to assist in moving forward.	
4/19/2012		Town Manager discussed moving forward with Road development into Fair Grounds area off of Gamebird with County staff. Set addition meetings for April 20th & 23rd to meet again on issues.	
4/20/2012		Town Manager met with County staff and Environmental Consultant (MEG) to discuss moving the process forward to expend two of the HUD grants that the Town and County obtained. Set another meeting for April 26, 2012 in addition to the April 23, 2012 meeting.	
Date		Staff (TM, B&G Mgr, and FD) met with County staff and MEG put the final pieces together to move forward in expending the HUD grants.	
4/23/2012		Staff (B&G Mgr) met with GC Wallace to create the plans for the 27-acre sport complex.	
4/27/2012		Staff (TM & FD) met with MEG to discuss the 27-acre sport complex and discuss EA.	
5/7/2012		Staff (TM, B&G Mgr, and FD) reviewed the final EA paperwork as submitted by MEG and approved sending same to HUD for permission to move forward.	
5/10/2012		Staff (TM, B&G Mgr, and FD) received and reviewed the 27-acre sport complex plans and approved same.	
5/14/2012		Town Manager contacted HUD (Anupama Abhyankar (Pam) CPD Specialist Congressional Grants Division)	
5/15/2012		All paperwork was sent to HUD for approval to move forward.	
5/18/2012		Staff (TM, B&G Mgr and FD) will meet with the County staff to discuss plans pertaining to the well.	

10/20/2011	<p>#2 (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 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
11/2/2011	Staff (TM, B & G Mgr & Fire Chief) to discuss being proactive with this program. We Having their staff report on areas that contain graffiti while they are out interacting within the community.	
12/19/2011	During a Dept Head meeting Staff (Fire Chief and B & G Mgr) advised that their staff members are checking as they drive around Town.	
1/18/2012	B & G Mgr submitted a property with graffiti on their block wall. TM will be contacting the S.O. to report the property and further requesting mediation of same. (400 Block Courtney @ Point Dr)	
10/18/2011	<p>#3 (VP#1) Revise Business License Program</p> <p>Staff (Town Manager & 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>	2/1/2012
11/8/2011	Town Manager placed a copy of the Re-line version of PTO 35 in the Town Manager report. Is working with the Chamber to sent out notices to the business community pertaining to workshops.	
11/28/2011	Town Manager conducted the first of four workshops on the revisions to PTO 35. The workshops are scheduled for 11/28, 11/29, 11/30 and 12/06. The 11/29 workshops is set for 6:00 p.m. The other three are set for noon.	
11/29/2011	Staff (Town Manager & Town Attorney) created Resolution 2011-12 to adopt a Fee Structure for PTO #35. Resolution 2011-12 will be on the December 13, 2011 Town Board agenda for possible approval.	
11/29/2011	Town Manager conducted the second of four workshops on the revisions of PTO 35. Only one person showed up. However, it was a good chance to really go over the PTO in that individual who had many questions.	

11/30/2011	Town Manager conducted the third of four workshops on the revisions of PTO 35. Numerous businesses show-up. It was a very good comprehensive meeting. Many suggestions were brought up and numerous changes were made to the PTO after conferring with the Town Attorney.	
12/8/2011	Town Manager conducted the fourth of four workshops on the revisions of PTO 35. Numerous businesses/ individuals showed up. There was a lot of back and forth on many items within the PTO. Considering many of the suggestions several changes were made to the PTO after conferring with the Town Attorney.	
12/8/2011	Town Manager placed two copies of PTO 35 in the Town Board backup for the December 13, 2011 meeting. One copy was a final product while the other was a red-line version.	
12/13/2011	The Town Board tabled both PTO 35 and Resolution 2012-01 until the 2nd Town Board meeting in January 2012.	
1/9/2012	Staff (Town Attorney & Town Manager) placed PTO 35 on the 01/24/12 Town Board agenda for possible approval.	
1/24/2012	Town Board tabled both PTO 35 and Resolution 2012-01 until the 02/14/12 Town Board meeting.	
1/27/2012	Town Manager received changes from Mr. Darby and Mr. Kulkin pertaining to PTO 35.	
2/6/2012	Staff (Town Attorney & Town Manager) placed PTO 35 and Resolution 2012-01 on the 02/14/12 Town Board agenda for possible approval with provided changes .	
2/14/2012	Town Board approved both PTO 35 and Resolution 2012-01.	
2/15/2012	Staff (Executive Assistant) advised PTO 35 in the Pahrump Valley Times for two consecutive weeks in it's entirety.	
3/10/2012	PTO 35 became law.	3/10/2012

	#4 (VP#2) Complete Last Chance Park	
10/13/2011	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 Manager and Mr. Adams), BLM (Mr. Spencer, Field Manager and Ms. Sprowl, BLM Archeologist) and Ms. Palmer, State Historical Preservation Office staff.	7/1/2012
10/25/2011	Town Manager participated in a telephone conference with Ms. Palmer, SHPO and Mr. Spencer, BLM to discuss the status of Last Chance Park. The consensus was that the LCP was going to move forward and that the BLM had obtained funds to complete the mitigation. The Town and BLM would be meeting soon to set a schedule to proceed with the mitigation of LCP.	
11/14/2011	Town Manager sent an email to Mr. Spencer, Pahrump Field Manager requesting a meeting to set the timeline for LCP. A meeting has been set for December 02, 2011.	
12/2/2011	Staff (Town Manager & Mr. Adams, PLAB) met with BLM staff to discuss LCP. The BLM advised staff the funding that was set aside for mitigation on the property might be on the chopping block due to the Federal budget. The BLM further advised they would know more on December 16, 2011.	
12/20/2011	Received an email from the BLM advising that they will know more about the funding pertaining to the mitigation	

12/23/2012	<p>by February 2012.</p> <p>Town Manager emailed BLM requesting information pertaining to the BLM Budget, Mitigation Funds and possible start date for Mitigation to occur on LCP. The Town Manager received the following email response from the <u>BLM: We have a line item that may cover Last Chance now contingent on us being able to cover shortages elsewhere. Regarding a schedule of doing a RFP and issuing the contract, Kathleen will need to take the lead on that and I'll need to talk to her She has several renewable energy projects she is coordinating now on her end including Bright Source-Hidden Hills in Nye County, which is a district priority. Will keep you posted.</u></p>	
<p>10/17/2011</p> <p>10/19/2011</p> <p>10/24/2011</p> <p>11/17/2011</p> <p>Nov-11</p> <p>12/1/2011</p> <p>12/2/2011</p> <p>12/9/2011</p> <p>12/14/2011</p>	<p>#5 (VP#3) Continue working with FAA, BLM, Fish and Wildlife, etc., on Airport</p> <p>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.</p> <p>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.</p> <p>Processed and sent back to the FAA the Federal Aviation Administration's (FAA) Interim Policy on Residential Through-the-Fence (RTTF) Access to federally obligated airports.</p> <p>Town Manager received a letter from the FAA requesting the Pahrump (New) Airport Fiscal Year 2013-2017 Airport Capital Improvement Plan (ACIP). Town Manager contacted FAA (Mr. Pomeroy & Mr. Kumar) to discuss the ACIP.</p> <p>Town Manager has been requesting and obtaining "Letters of Commitment" to utilize the airport from local and out of town businesses, citizens and visitors that are pilots. So far to date the Town has received 69 commitment letters from licensed pilots.</p> <p>Town Manager received an Opinion Letter from Mr. Kunzi, Nye County DA. The letter advised that the Town had the authority pursuant to the NRS's to own and operate an airport. The letter was sent directly to the BLM by Mr. Kunzi.</p> <p>Town Manager forwarded Mr. Kunzi's Legal Opinion to the FAA (Ms. Hunt & Mr. Pomeroy).</p> <p>Town Manager received a letter from the BLM, advising that they concur with Mr. Kunzi's Legal Opinion. This letter was forwarded to the FAA (Ms. Hunt & Mr. Pomeroy).</p> <p>Town Manager contacted FAA (Ms. Hunt & Mr. Pomeroy) via email to advise them that the Town Board approved the Amended PTO 32 which has created a 2% Room Tax Fund for the construction and Operation of the Pahrump General Aviation Airport. The Town Manager also forwarded all "Letter of Commitment" received</p>	12/31/2015

	to the FAA.	
12/14/2011	Town Manager sent a letter, via email, to the BLM (Mark Spencer, Pahrump Field Manager) requesting a refund of the Airport Cost Recovery Fund pursuant to a request from the BLM.	
12/27/2011	Town Manager forwarded the FAA (Ms. Hunt & Mr. Pomeroy) all the Commitment Letters that the Town has obtained.	
1/23/2012	Town Manager spoke with the FAA (Ms. Hunt) via telephone. The FAA is requesting more information from the Town pertaining to the Financial Plan. The Town will be receiving a letter from the FAA shortly	
1/31/2012	Town Manager conducted a meeting with Congressional staff from Senator Reid and Senator Heller offices pertaining to issues involving the Town v BLM. NOTE: Mr. Kulkin and Dr. waters attended this meeting.	
2/1/2012	Town Manager received Cost Recovery Account (CRA) information from the BLM. Upon reviewing same the Town Manager contacted the BLM and requested a more detailed CRA i.e. breakdown of the costs. Note: The CRA was for \$49,938.28	
2/9/2012	Town Manager conducted a meeting with BLM to discuss the CRA for the Airport. The meeting was very informative.	
2/10/2012	Town Manager contacted Senator Reid' staff to gather information about the Southern Nevada Lands Management Plan (SNLMP) as a possible way to cover the costs for the Recovery Cost Account that the BLM is seeking from the Town. Unfortunately, the CRA cannot be covered by SNLMP funds due to the fact Nye County is not part of the SNLMP.	
2/16/2012	Town Manager received Phase Ic information from FAA (Mr. Pomeroy)	
2/23/2012	Town Manager received a revised CRA. The cost of which went up significantly. (\$71,922.44 an increase of \$21,984.16) Town Manager contacted the BLM requesting an explanation. The BLM (Mr. Spencer) advised that they would again look at the CRA in an attempt to cut costs.	
3/5/2012	Town Manager received another revised CRA from the BLM. (\$61,651.83) The costs went down from the second CRA (decrease of \$10,270.61) but was still higher that the first CRA (an increase of \$11,713.55). After reviewing same, the Town Manager contacted the BLM staff (Mr. Spencer & Mr. Marcell) to arrange meetings with BLM staff and Town Board members before this item is brought forth.	
3/20/2012	Town Manager spoke with FAA (Ms. Hunt) pertaining to Phase Ic.	
4/20/2012	Town Manager spoke with L&B (Mrs. Potter) pertaining to Phase I(c)	
5/14/2012	Town Manager started negotiations with L&B pertaining to Phase I(c)	
5/15/2012	Town Manager continued negotiations with L&B pertaining to Phase I(c). In addition, the Town Manager finally was able to get the BLM to come to Pahrump and work on the CRA. The CRA is scheduled to be on the Town Board June 12th agenda.	
5/16/2012	Town Manager continued negotiations with L&B pertaining to Phase I(c)	

	#6 (VP#4) Complete 5-Year Strategic Plan	
11/17/2011	Town Manager contacted the DH's (CS&D Mgr, HR, Finance Director, Fire Chief & B&G Mgr) and advised them	6/1/2012

12/19/2011	<p>all to start putting together the financial documentation for a five year Strategic Plan.</p> <p>Town Manager conducted a Department Head meeting and received updates from all DH's as to how far along their plans were.</p>	
	<p>#7 (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.</p>	Unknown
<p>12/19/2011</p> <p>1/18/2012</p>	<p>#8 (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.</p> <p>Staff (Department Heads & Town Manager) discussed composing more Press Releases for items occurring within the Town and involving staff.</p> <p>Staff (Department Heads & Town Manager) discussed more options such as utilizing the Nugget & Saddle West Reader signs.</p>	On-going
<p>Oct-11</p> <p>Nov-11</p> <p>Dec-11</p> <p>1/9/2012</p>	<p>#9 (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.</p> <p>Staff (Town Manager/Community Services Development Manager/Finance Director) has met with County staff and County ED agencies on several ED opportunities.</p> <p>Staff (Town Manager & CSD Mgr) has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Staff (Town Manager & CSD Mgr) has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Staff (Town Manager/CSD Mgr/Finance Director) placed an item on the 01/24/12 Town Board agenda requesting permission to move forward with asking Nye County to remove Tax Delinquent properties from the roles to be later purchased by the Town of Pahrump for Economic Development & Recreational purposes.</p>	On-going

Jan-12	Staff (Town Manager/CSD Mgr/Finance Director) has met with and attended all meetings pertaining to Eco Dev within the Town and County.	
2/7/2012	Town Manager attended the Governor's Press Conference via video conferencing.	
Feb-12	Staff (Town Manager/CSD Mgr/Finance Director) has met with and attended all meetings pertaining to Eco Dev within the Town and County.	
Mar-12	Staff (Town Manager/CSD Mgr/Finance Director) has met with and attended all meetings pertaining to Eco Dev within the Town and County.	
Apr-12	Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.	
May-12	Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.	
	#10 (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.	
11/8/2011	Staff (Mr. Balloqui) attended the monthly joint Utilities meeting and started to gather information for the "One Stop Shop".	12/31/2012
3/13/2012	Staff (Mr. Balloqui) attended the monthly joint Utilities meeting and started to gather information for the "One Stop Shop".	
Apr-12	Town Manager has started to gather material to create a One-Stop Shop document.	
	#11 (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.	
11/2/2011	Staff (TM & DHs) met to discuss this project and place a timeline on the completion of same.	3/31/2012
4/16/2012	This project is behind the given completion date timeline. It is being addressed and should be to the Town Board by the second meeting in June 2012.	Jun-12
	#12 (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.	3/31/2012
10/18/2011	Staff (Human Resources) placed the above mentioned RFP in the local and regional newspapers	
11/8/2011	Staff (Building/Grounds Mgr & Town Manager) placed this item on the 11/08/11 Town Board agenda. The Town Board approved awarding RFP 2011-04 to Anthony Roofing & Waterproofing.	
11/9/2011	Town Manager issued a "Notice to Proceed" to Anthony Roofing & Waterproofing. Building/Grounds Mgr.	

	hand delivered the "Notice to Proceed.	
11/10/2011	Building/Grounds Mgr. met with Anthony Roofing to walk the BRCC Roof and set a timeline for the project.	
12/2/2011	The Roof Reconstruction was started on December 2 nd and was completed on December 09 th .	
12/8/2011	The Mold Remediation was started on December 08 th and was completed on December 16 th .	
12/13/2011	The Town Board approved funds for the upgrades to the BRCC Kitchen.	
12/19/2011	The Restoration of Room A, B and the Hallway is scheduled to start two days (December 19 th) after the mold remediation is expected to be completed within one to two weeks.	
12/21/2011	Converse tested the inside air of the BRCC. He Town is awaiting the results.	
12/23/2011	Converse contacted staff (B&G Mgr) and advised the BRCC received passing marks for air quality. The Town will be receiving a report from Converse within a week.	
1/10/2012	Belfor completed the restoration of Rooms A & B and the Hallway.	
1/11/2012	B & G Staff started their repairs/upgrades to the BRCC.	
2/9/2012	Town Manager sent an email to the Town Board advising that the BRCC is open for limited use until the kitchen repairs are completed.	
2/22/2012	Staff (B & G Mgr) advised that the BRCC is very close to be completely finished. The upgraded lighting fixtures were installed in Rooms A & B and Hallway. The lighting fixtures for the Main Room are being started on 2/23/12. He further informed that he is waiting on the new Kitchen Cabinet but expect that work to be completed within two weeks.	
3/19/2012	Staff (B&G Staff) were putting the finishing touches on the kitchen area.	
3/30/2012	Staff (B&G Staff) finished the kitchen area.	
3/30/2012	This project has been completed.	3/30/2012

	#13 (CE#8) Complete Field C Park Lighting Project.	
10/21/2011	Staff (Building & Grounds Mgr) contacted GC Wallace to request Petrack Park Lighting Design cost analysis. GCW provided a cost analysis of \$15,000.00 for the engineering which will be placed on the November 08, 2011 Town Board agenda for approval.	12/31/2012
11/8/2011	Staff (Building & Grounds Mgr) placed the GC Wallace cost analysis on the 11/08/11 Town Board agenda. The Town Board approved moving forward.	
11/9/2011	Town Manager signed and sent forward to GC Wallace the Letter of Authorization for the Petrack Park Lighting Design via email.	
12/19/2011	Plans are being drawn up and staff (Mr. Luis) feels this project will be completed by Spring 2012.	
1/18/2012	Staff (B & G Mgr) advised that he will be placing this item on one of the February 2012 Town Board agendas requesting to go to rfp.	
2/21/2012	Staff (B&G Mgr) advised that this project has been submitted to the County's Planning Dept and the Town is awaiting approval before going to RFP. Hopefully this item will be on the first Town Board agenda in March 2012.	
3/14/2012	Staff (B&G Mgr.) advised that the plans were approved by Nye County and that we need to take the next step	

<p>3/27/2012</p> <p>3/27/2012</p> <p>5/15/2012</p>	<p>in placing an item on the Town Board agenda for pre-bid and administrative services.</p> <p>Staff (B&G Mgr.) placed an item on the Town Board agenda to move forward with approving a proposal from GC Wallace to conduct the Pre-bid process and for Construction Administrative services.</p> <p>The Town Board approved the above mentioned proposal and GC Wallace is following through.</p> <p>Staff (TM, B&G Mgr, FD and HR) reviewed and approved the bidding documentation as submitted by GC Wallace. The bidding documentation will be placed out for bidding next week.</p>	
<p>Dec-11</p>	<p>#14 (CE#9) Refurbish public restrooms at Petrack Park.</p> <p>Buildings & Grounds have already started refurbishing the inside of the restrooms. They have applied garage floor coating to the floors.</p>	<p>3/31/2013</p>
<p>10/24/2011</p> <p>11/17/2011</p> <p>1/13/2012</p>	<p>#15 (CE#10) Oversee, guide, and work diligently to ensure the Pahrump Airport is completed in a timely manner.</p> <p>Processed and sent back to the FAA the Federal Aviation Administration's (FAA) Interim Policy on Residential Through-the-Fence (RTTF) Access to federally obligated airports.</p> <p>Town Manager received a letter from the FAA requesting the Pahrump (New) Airport Fiscal Year 2013-2017 Airport Capital Improvement Plan (ACIP). Town Manager contacted FAA (Mr. Pomeroy & Mr. Kumar) to discuss the ACIP. The ACIP must be returned to the FAA no later than January 16, 2012.</p> <p>Town Manager completed and forwarded the Airport Capital Improvement Plan (ACIP) to the FAA.</p>	<p>12/31/2015</p>
	<p>#16 (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.</p> <p>No work has started on this project.</p>	<p>Unknown</p>

12/19/2011	<p>#17 (CE#16) Improve public relations for the Town.</p> <p>Staff (Dept Heads and Town Manager) discussed this item in length during a DH meeting. One idea was to write more Press Releases detailing positive events and accomplishments of staff on a regular basis.</p>	On-going
<p>9/26/2011</p> <p>10/6/2011</p> <p>10/24/2011</p> <p>1/23/2012</p> <p>2/14/2012</p> <p>3/13/2012</p> <p>3/14/2012</p>	<p>#18 (CE#18) Continue work toward question of Town Incorporation.</p> <p>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.</p> <p>Town Manager met with City of Henderson City Manager asking him questions on how the City of Henderson was able to effective change the CTX in 2001. Henderson CM advised he would forward the report.</p> <p>Town Manger met with Mr. Hartman to discuss one issue pertaining to the IAB. The issue was solved and Mr. Hartman will be updating the IAB.</p> <p>Mrs. Murray, IAB Chair advised, via email, that the IAB has a meeting this Thursday evening (01/26/12) to possibly approve the presentation. If all goes well with the AB, they will be prepared to make a presentation to the Town Board at the February 28 meeting.</p> <p>Town Manager placed the Incorporation Final Report on the Town Board agenda for 02/28/12.</p> <p>Town Manager placed the IAB recommendation on the Town Board agenda for possible approval.</p> <p>The Town Board approved the IAB recommendation and requested staff (Town Attorney) to bring back the next step of Incorporation to the next Town Board meeting.</p>	On-going
1/18/2012	<p>#19 (CE#21) Find and implement ways to help people who are disabled get to Town Board meetings.</p> <p>Currently the Town Board meetings can be seen via the internet (Granicus). Staff (DH's & TM) came up with several ideas/suggestions. The TM is following through with the suggestions.</p> <p>Senior Center replays/head phones at meetings/wireless mic</p>	Unknown
<p>11/10/2011</p> <p>12/6/2011</p>	<p>#20 (CE#24) Hold workshops/training as to Advisory Board roles, policies, and procedures.</p> <p>Staff (Executive Secretary) sent out an email to all Advisory Board members requesting dates that are not good to meet in January 2012 further advising them that there will be a Workshop held in January 2012.</p> <p>Staff (Ms. Carns) sent out an email advising all that a date had been chosen to hold the workshop. That date</p>	On-going

1/9/2012	<p>being January 09, 2012 at 5:30 p.m.</p> <p>Town Manager conducted an Advisory Board workshop. Numerous items were discussed from Open Meeting laws to By-law changes to communication between Town Board, AB and staff members, etc.. NOTE: Each Advisory Board had at least one member in attendance.</p>	
<p>11/8/2011</p> <p>12/13/2011</p> <p>1/24/2012</p> <p>2/28/2012</p> <p>3/27/2012</p> <p>4/24/2012</p> <p>5/22/2012</p>	<p>#21 (TW#1) Brief status of all 'finalized' Goals monthly / Give estimated completion dates / State "closed" when completed.</p> <p>Town Board received an updated G&O status report.</p>	On-going
12/23/2011	<p>#22 (TW#2) Ensure TM has a continual review of all items on the selected Town Manager Evaluation Form.</p> <p>Town Manager received a copy of the completed Town Board evaluation.</p>	On-going
Dec-11	<p>#23 (TW#3) Ensure Town Board members are kept current on all items on the selected Town Manager Evaluation Form.</p> <p>Town Manager is submitting monthly reports to the Town Board on the approved Goals and Objectives.</p>	On-going
<p>Oct-11</p> <p>Nov-11</p> <p>Dec-11</p> <p>12/13/2011</p>	<p>#24 (TW#4) Review all Town Ordinances to assure practicality and currency and codify.</p> <p>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.</p> <p>Staff (Town Manager and Town Attorney) continued the process of re-writing two Ordinances (PTO 35 & PTO 32)</p> <p>Staff (Town Manager and Town Attorney) continued the process of re-writing two Ordinances (PTO 35 & PTO 32)</p> <p>Staff (Town Manager and Town Attorney) placed PTO 32 & 35 on the Town Board agenda for possible approval.</p>	On-going

12/19/2011	Staff (Town Manager & Dept Heads) have decided the next PTO to be reviewed and possibly re-written will be PTO 56, which will begin as soon as PTO 35 is completed.	
12/13/2012	Town Board approved PTO 32	
2/14/2012	Town Board approved PTO 35.	
	#25 (TW#7) Incorporate all Town Board Goals into plans of action. In progress but no report to show at this time.	Unknown
9/27/2011	#26 (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 (Closed)
3/27/2012	Town Board created one additional Goal pertaining to Resolutions.	(Re-opened)
10/10/2011	#27 (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	On-going
10/11/2011	Town Manager arranged meetings with Town Board members and Contour Entertainment to answer questions pertaining to Phase I Final Report	
Oct-11	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.	
1/4/2012	Town Manager conducted the first meeting of the AD Hoc Committee for this item. The Ad Hoc members met with Contour Entertainment Representatives (Mr. Brown and Mr. Holbrook).	
2/9/2012	Ad Hoc Committee met to discuss Phase II.	
2/22/2012	Ad Hoc Committee met to discuss Phase II.	
3/22/2012	Ad Hoc Committee met to discuss Phase II.	
4/5/2012	Ad Hoc Committee met to discuss Phase II.	
4/19/2012	Ad Hoc Committee met to discuss Phase II. Decision was made to place Phase II on the Town Board agenda for the May 22, 2012 meeting.	
5/3/2012	Ad Hoc Committee met to discuss Phase II	
5/21/2012		
5/22/2012	Meetings are arranged on the 21st and 22nd for Town Board members to meet with Mr. Brown to discuss	

5/22/2012	Phase II. Phase II to on the Town Board agenda.	
10/25/2011 10/27/2011 12/21/2011 12/27/2011	<div data-bbox="220 362 1812 440" style="border: 1px solid black; padding: 2px;"> <p>#28 (HK#3) Compile an information packet to be distributed to Town Board members as to the status of all Town/BLM projects.</p> </div> <p>Mark Spencer, BLM Pahrump Field Manager gave a presentation at the Town Board updating the status on all Town/BLM projects.</p> <p>Town Manager created a list of all Town/BLM projects (Last Chance Park, Land Sales, RMP-Disposable Land, Trail-Wheeler Recreational Area, Bell Vista Shooting Range, and Proposed Pahrump Valley General Aviation Airport and forwarded same to the Town Board).</p> <p>Town Manager submitted a list to the Town Board via email listing seven projects between the Town of Pahrump and the BLM. The Town Manager also provided a brief but detailed paragraph or two about each project and where that project stands currently.</p> <p>Town Manager sent the Town Board a revised list via email. The revised list contained the BLM Southern NV Resources Management Plan.</p>	12/31/2011 On-going
10/20/2011 1/18/2012 2/8/2012	<div data-bbox="220 902 1812 980" style="border: 1px solid black; padding: 2px;"> <p>#29 (HK#5) Name badges for office personnel. Make current the Town Board member list/plaque on wall in Town office.</p> </div> <p>Town Manager delegated this project to Ms. Carns. Ms. Carns contacted the company that created the Plaque and ordered the necessary material and updates.</p> <p>B & G Mgr advised that his staff created a board similar to the one that was on the wall, taking same to Awards Plus for the creation of and mounting of the plaques. Should have results within three weeks.</p> <p>The Plaque was completed and placed on the Town Office wall by Building & Grounds staff.</p>	2/8/2012
3/27/2012 4/6/2012 May-12	<div data-bbox="220 1255 1608 1292" style="border: 1px solid black; padding: 2px;"> <p>#30 (TW#9) Review all Town Resolutions to assure practicality and currency and codify.</p> </div> <p>Town Board added this G&O to the list.</p> <p>Volunteer writing down titles of all resolutions.</p> <p>Volunteer still writing down titles of all resolutions. She is almost complete at which time the Committee will meet to review all titles.</p>	

STATE OF NEVADA

BRIAN SANDOVAL
Governor

RICHARD WHITLEY, MS
Administrator

MICHAEL J. WILBEN
Director

TRACEY D. GREEN, MD
State Health Officer



DEPARTMENT OF HEALTH AND HUMAN SERVICES
HEALTH DIVISION
PUBLIC HEALTH AND CLINICAL SERVICES

Administration
4150 Technology Way Ste. 300
Carson City, NV 89706
(775) 687-7550
Fax (775) 687-7552

May 8, 2012

PHCS EHS - Main Office
4150 Technology Way Ste 101
Carson City, NV 89706
(775) 687-7533
Fax (775) 687-7551

Pahrump Fair and Festival
PO Box 9222
Pahrump, NV 89060

**RE: NEVADA REVISED STATUTES (NRS) 446
NEVADA ADMINISTRATIVE CODE (NAC) 446**

PHCS EHS Supervisor
475 W. Haskell, Ste. 52
Winnemucca, NV 89445
(775) 623-6591
Fax (775) 623-6592

Dear Fair and Festival Management:

X PHCS EHS - Las Vegas
2080 E. Flamingo Rd., Ste. 319
Las Vegas, NV 89119
(702) 486-5068
Fax (702) 486-5024

This letter is to inform you of the Nevada State Health Division's mandatory procedures relating to hosting an event where food and beverages are offered to the general public. You may be aware that any person/organization serving or selling food at the fair is required to apply for and obtain a Temporary Food Permit. NRS 446.870 prohibits any operation of a food or beverage establishment without a valid permit issued by the health authority. The event coordinators are required to complete and submit the event coordinators application to the Health Division. I have enclosed a copy of the food vendor and coordinator application. I have reviewed your web site and saw your proactive step in requesting a copy of the Health Division Permit as part of the fair vendor application. The deadline you have chosen for vendor acceptance and/or cancellation is September 7, 2012. In conjunction, I will establish that date as the health permit application deadline. Thus, all application forms and payment must be received by the Health Division prior to close of business that day.

PHCS EHS - Elko
1020 Ruby Vista Dr. #103
Elko, NV 89803
(775) 753-1138
Fax (775) 753-1140

The coordinators application requests a list of approved food vendors. This must be completed to the extent possible at the time of submission. Due to the nature of this type of event, the approved vendor list may change and you can update my office with a brief phone call or e-mail.

PHCS EHS - Winnemucca
475 W. Haskell Street, Rm. 38
Winnemucca, NV 89445
(775) 623-6588
Fax (775) 623-6528

I look forward to working with you. When you have questions, please feel free to contact me. Thank you.

PHCS EHS - Fallon
485 W. B Street, Ste. 103
Fallon, NV 89406-3324
(775) 423-2281
Fax (775) 423-3865

Sincerely,

A handwritten signature in black ink that reads "ERyan". The signature is written in a cursive, flowing style.

Erica Ryan, REHS

PHCS EHS - Ely Office
725 Avenue K
PO Box 151210
Ely, NV 89315
(775) 289-3325
Fax (775) 289-6935

cc: Cindy Ulch, REHS, Supervisor, Environmental Health
William A. Kohbarger, Pahrump Town Manager

STATE OF NEVADA

BRIAN SANDOVAL
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MICHAEL J. WILLEDEN
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485 W. B Street, Ste. 103
Fallon, NV 89406-3324
(775) 423-2281
Fax (775) 423-3865

PHCS EHS - Ely Office
725 Avenue K
PO Box 151210
Ely, NV 89315
(775) 289-3325
Fax (775) 289-6935

May 14, 2012

Earth Day Festival
John Pawlak
701 East Street
Pahrump, NV 89048

RE: HOSTING EVENTS - NEVADA REVISED STATUTES (NRS) 446

Dear Mr. Pawlak:

It was a pleasure to meet you at the 2012 Earth Day Celebration in Pahrump. This letter is to inform you of the Nevada State Health Division's mandatory procedures for hosting an event where food and beverages are offered to the general public. You properly completed the food vendor application and obtained a permit for the hotdog and hamburger food stand. Unfortunately, there were other food vendors on site that had not obtained the proper permits. As you know NRS 446.870 prohibits any operation of a food or beverage establishment without a valid permit issued by the health authority.

As the coordinator, you must complete and submit the coordinators application to the Health Division prior to the event. It is on this application that you list all food vendors expected to attend. I have enclosed a copy of the application.

In anticipation of next year's event, I would like to extend an offer to meet with you. When you begin planning, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Erica Ryan".

Erica Ryan, REHS
Nevada State Health Division, Environmental Health
2080 E. Flamingo Rd, Ste. 319
Las Vegas, NV 89119
(702) 496-5069

cc: Cindy Ulch, REHS, Supervisor, Environmental Health
William A. Kohbarger, Pahrump Town Manager

Pahrump Fire - Rescue Service



Monthly Report Apr-12

Scott F. Lewis
Fire Chief

Department Responses: Monthly Response Total:

	<u>April</u>
Fire:	142
EMS:	503
Total:	645

Response Type:

Fire Incident Type:

	Month
Fires (structures, vehicles, brush, etc.)	17
Rescue/MVAs/Medical Assists	57
Hazardous Conditions/No Fire:	3
Service Assignments:	49
Good Intent Calls:	8
False Calls(alarms & intentional)	6
Special Incidents (miscellaneous)	2
Total:	142

EMS Responses:

	Month
911 Responses	273
Interfacility Transf.	153
AMA:	77
Totals:	503
Civilian Fire Deaths:	0
Civilian Fire Injuries	1
Firefighter Injury	0
Other Public Servants:	0

Apparatus and Facilities:

Apparatus Issues:

- * All apparatus in service
- * One new ambulance delivered on 04/30/2012
- * All Brush apparatus Safety Inspections completed for upcoming "Brush Fire Season".

Building Issues:

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

Activities:

Completed:

- * Chief Lewis completed new ambulance factory inspection
- * "A" Platoon attended a Moose Lodge award of "teddy bears" for children.
- * Chief Lewis and Lt. Perry attended a Bright Source "Response" Mtg.
- * Fire and EMS crews "with Flashy" participated at Earth Day.
- * Fire and EMS crews "with Flashy" participated at the Over the Hump to Pahrump Car Show.
- * Chief Lewis and the "C" Platoon attended a benefit for CCA Lt. Gomez.
- * Fire Station 1 hosted a propane fueled "Live Burn" exercise for NCES, Amargosa, Beatty, and Inyo Fire Protection District.
- * Fire Chief attended numerous meetings with Nye Planning, Buildings and Safety, VEA/Utility, DV Hospital, etc.

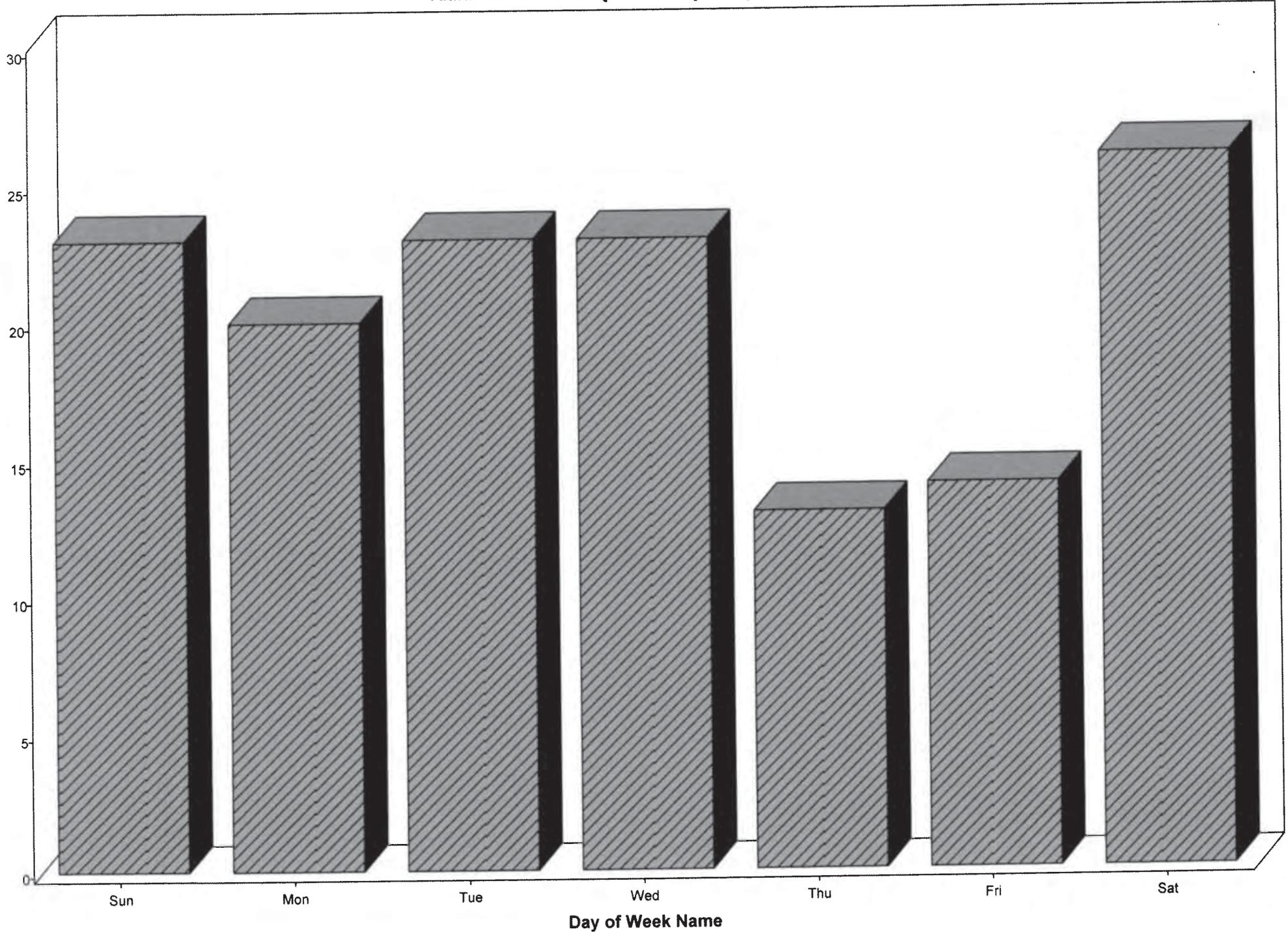
Upcoming:

- * Continue Pre-Fire Plans

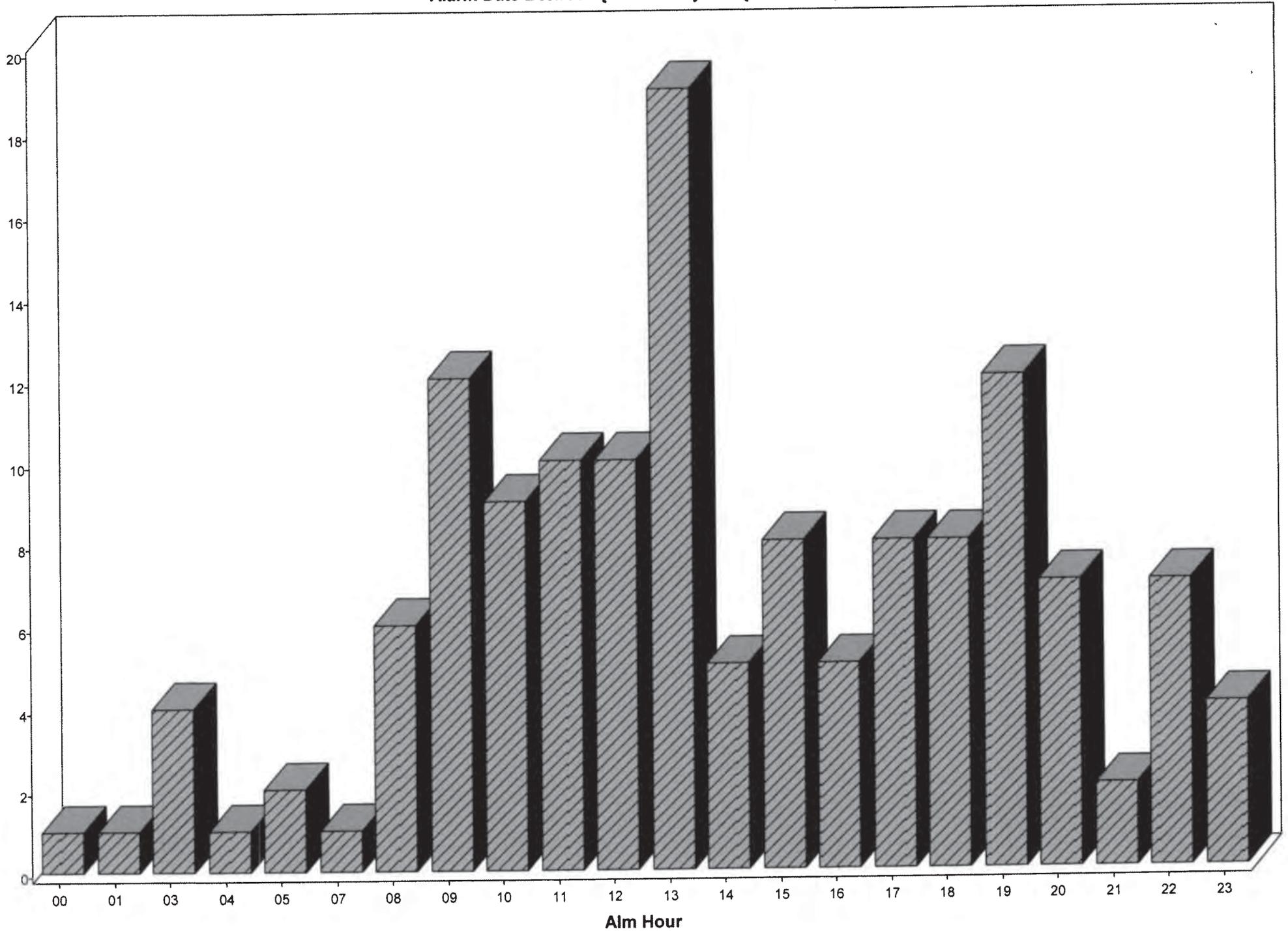
Miscellaneous:

- * The attached "Thank You" letters were received.

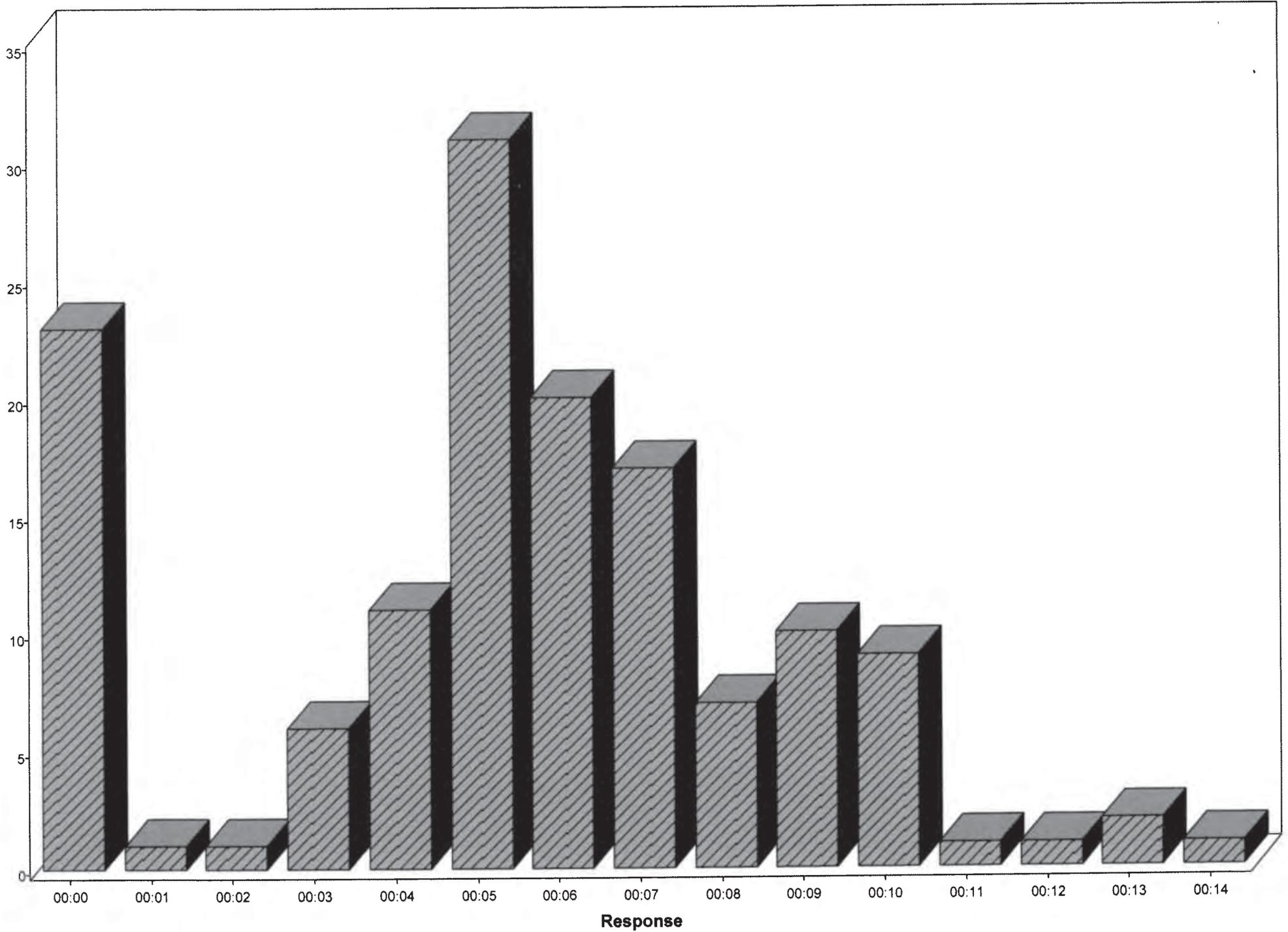
Incident Responses by Day of Week
Alarm Date Between {04/01/2012} And {04/30/2012}



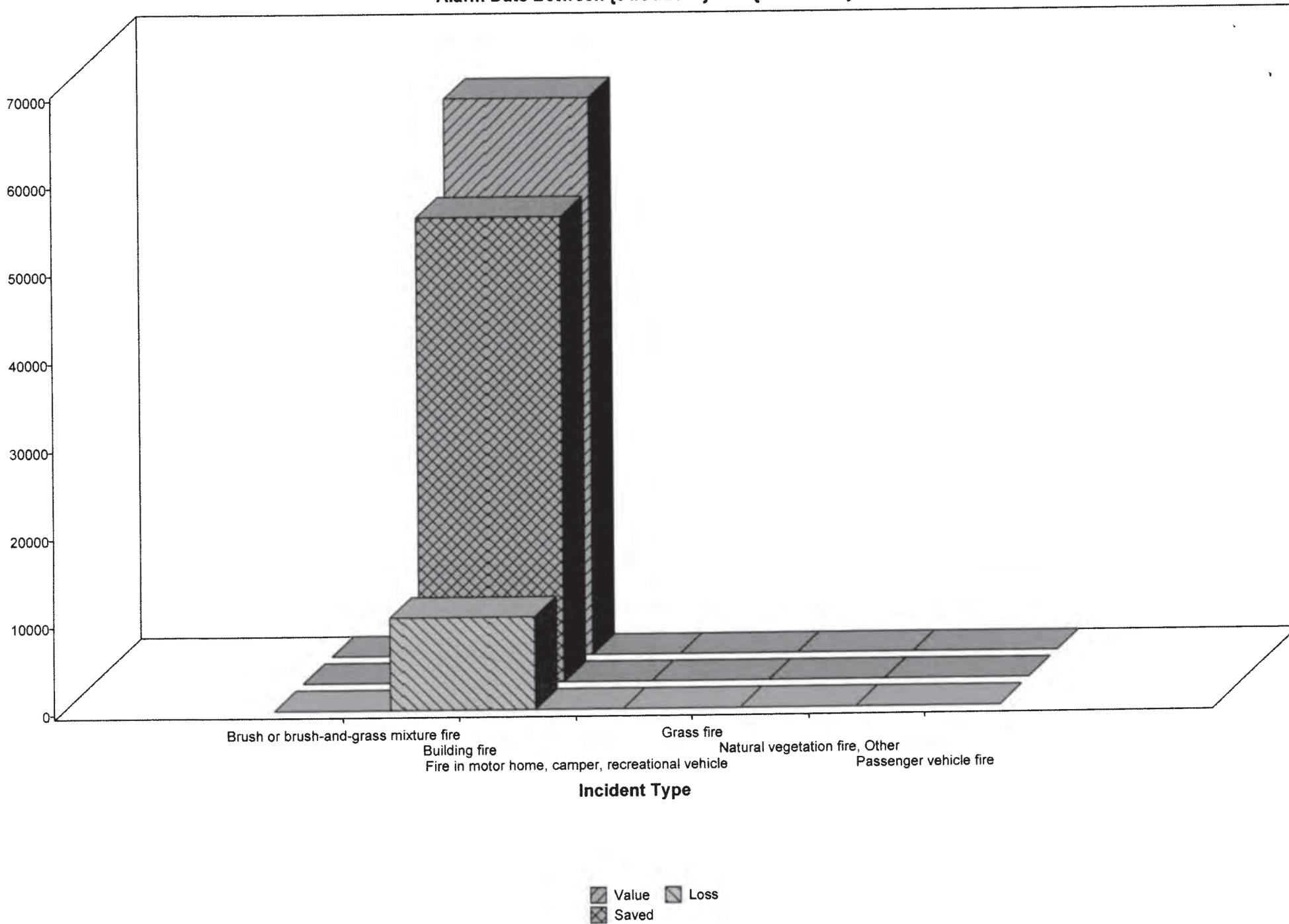
Count of Incidents by Alarm Hour
Alarm Date Between {04/01/2012} And {04/30/2012}



NFIRS Incidents by Response Time (in minutes)
Alarm Date Between {04/01/2012} And {04/30/2012}



Fire Loss Analysis
 Alarm Date Between {04/01/2012} And {04/30/2012}



Women of the Moose

P.O. Box 2552
Pahrump, Nevada 89041



Greetings,

You are cordially invited to our "Tommy Moose" presentation night where we will be giving your organization a case of "Tommy Moose's" on April 16, at 7 pm. We will have cake and ice cream to follow the presentations.

We understand you have firsthand knowledge the children of Pahrump may experience when they are powerless to deal with a frightening experience. This year we are excited to add Pahrump Search & Rescue and the Desert View Hospital Emergency Room as our new beneficiaries. Also we are donating bookmarkers to the Pahrump Community Library. We the Men and Women of the Moose organization have been helping children in these situations since 2003, through the Tommy Moose program. This program seeks to equip all local fire, police and ambulance units with Tommy Moose plush dolls, to be given in a moment's notice to any child who needs a soft source of comfort.

If you have any questions please feel free to visit www.mooseintl.org or call our local lodge at 727-6465 or the Women of the Moose at 751-0227. We are hoping to see you or your representative at our event. Please feel free to let us know how many to expect.

Sincerely,

A handwritten signature in cursive script that reads "Karen Lee Letourneau". The signature is written in black ink and is positioned above the printed name.

Karen Lee Letourneau,

Senior Regent

FINANCE DIRECTOR MONTHLY REPORT
@ 05/22/2012

A.	1	<u>Current Issues</u>	<u>Comment</u>
	2	FY13 Budget Public Hearing	Held May 18th.
	3	Final FY13 Budgets for Town & Pool	Submitted May 21.
	4	Payment for delinquent tax parcels.	Payments due June 30.
	5	Ambulance Billing services	Transition plan pending.
B.	6	<u>Pending Issues</u>	<u>Comment</u>
	7	Legislative Committee on CTX	Hearings regarding distribution formulas.
	8	FY13 NCOT Grant applications	Grant proposals submitted & awards pending.
	9	IAFF Negotiations	Dates to be determined.
	10	Compliance reviews.	Proposals Pending.
	11	Movie Night in Park	Proposal pending.
	12	Field C Lighting Project	Bid pending with TB approval @ 6/12 Meeting.
	13	Tyler Payroll Time Entry	Implementation pending for June.
	14	Conversion to Tyler Financial Software	Training and implementation ongoing.
	15	NVConnect Broadband Project	Stakeholder meetings being scheduled.
	16	Airport EIS	BLM Cost Recovery MOU pending.
	17	TV Tower Digital Conversion Project .	Last conversion completed.
	18	NITA Digital Conversion Grant	Final grant submittal to NITA pending.
	19	Fairgrounds Development	EA approval request submitted to HUD.
	20	Kellogg Park EA Review	Proposal pending.
	21	Kellogg Park Development	Wallace design proposal pending..
	22	Kellogg Fire Station Development	Wallace design proposal pending..
	23	Fairgrounds Soccer Field Project	Wallace proposal approval pending TB 5/22.
	24	2005 Congressional Grants for Fairgrounds	MEG drafted EA's pending HUD approval.
	25	Radio Narrow Banding Compliance Upgrades	Implementation pending.
	26	Business License Fee Approval from Dtax	Draft compliance letter for approval.

May 2012

May 2012							June 2012						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	1	2	3	4	5	3	4	5	6	7	1	2
13	14	8	9	10	11	12	10	11	12	13	14	15	16
20	21	15	16	17	18	19	17	18	19	20	21	22	23
27	28	22	23	24	25	26	24	25	26	27	28	29	30
		29	30	31									

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 29 - May 5	Apr 29	30	May 1 9:00am 10:00am 9 AM Meeting Tom and Bill (VEA) - Rebecca Oscarson	2 2:00pm 3:00pm Farson 6:00pm 7:30pm Rotary 7:00pm 7:30pm Public Lands	3 11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster	4 8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster 11:00am 12:00pm C Brown	5
	6	7 8:00am 12:00pm Terry Connelly 1:30pm 3:00pm GRANT MTG./ Fairgrounds (NWPRO) - Mark Kimball	8 1:30pm 3:30pm NV Bicycle Plan Meeting (Online Meeting) - M 3:00pm 4:00pm T Murray/S Lewis 7:00pm 11:00pm TB Meeting (County Co	9 9:00am 4:00pm Attorney 6:00pm 7:30pm Rotary 6:00pm 6:30pm Regional Planning Commission	10 7:00am 8:00am Tourism	11 LOGMAN	
May 6 - 12	13 LOGMAN	14 2:00pm 5:00pm NOTO Abuse	15 11:00am 12:00pm L&B Teleconference 1:30pm 4:00pm Interviews	16 8:00am 4:00pm Field Trip 10:00am 11:00am Interview 6:00pm 7:30pm Rotary	17 11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster 6:00pm 7:00pm Vet Memorial AB	18 8:30am 9:30am Bi-Weekly Economic Development Update 10:30am 12:00pm POOL/PACT Training 11:00am 12:00pm Well-PARC	19
	20	21	22 7:00pm 11:00pm TB Meeting (County Complex)	23 2:00pm 2:30pm PACT Executive Committee (Conference Call) - Wayne Carlson 6:00pm 7:30pm Rotary	24 9:00am 12:00pm Labor Negotiations 12:00pm 4:00pm NLC	25 11:30am 1:00pm Technical Skills Advisory Committee	26
May 13 - 19	27	28	29	30 8:00am 5:00pm IAFF Arb 6:00pm 7:30pm Rotary	31 11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster	Jun 1	2
May 20 - 26							
May 27 - Jun 2							

June 2012

June 2012							July 2012						
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
							29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	May 27	28	29	30	31	Jun 1	2
May 27 - Jun 2						8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster	
	3	4	5	6	7	8	9
Jun 3 - 9			9:00am 10:00am 9 AM Meeting Tom and Bill (VEA) - Rebecca Oscarson 9:00am 10:00am VEA Tom (VEA) - Rebecca Oscarson	6:00pm 7:30pm Rotary 7:00pm 7:30pm Public Lands			
	10	11	12	13	14	15	16
Jun 10 - 16			9:00am 9:30am Utility Meeting 12:00pm 1:00pm CTE Committtee (Desert View Hospital) 7:00pm 11:00pm TB Meeting (County Co	6:00pm 7:30pm Rotary 6:00pm 6:30pm Regional Planning Commission	7:00am 8:00am Tourism 11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster	8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster	
	17	18	19	20	21	22	23
Jun 17 - 23			9:30am 10:00am City Managers Conference Call (229-1048) - Betsy F 3:00pm 4:00pm Nevada Outreach (NOTO)	6:00pm 7:30pm Rotary			
	24	25	26	27	28	29	30
Jun 24 - 30		5:00pm 6:00pm Nevada Outreach (NOTO)	7:00pm 11:00pm TB Meeting (County Complex)	6:00pm 7:30pm Rotary	11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster	8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster	

