

PAHRUMP TOWN BOARD AGENDA

Vicky Parker Chair	Harley Kulkin Vice-Chair	Tom Waters Clerk	Mike Darby Member
-----------------------	-----------------------------	---------------------	----------------------

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, assistance or a wireless microphone 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.
July 24, 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 meeting minutes for June 12, 2012 and June 26, 2012.
 - c. Action – Approval to Transfer Ambulance Fund Delinquent Accounts for March 2012 through June 2012 for Further Collection and Related Accounting Adjustments.
 - d. Action – Approval of Scope of Work for Valley Electric Association, Inc., for Electric Services for Petrack Park Field “C” Lighting Project in an Amount Not to Exceed \$10,500.00 payable from the Park Impact Fees.
- 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 Scope of Work for GC Wallace to provide Engineering Services for an Indoor Swimming Pool Study in an Amount Not to Exceed \$13,000.00 payable from the Parks & Recreation Room Tax Fund. (For Possible Action)
- 8. Discussion and Possible Decision** to Approve a Scope of Work for GC Wallace to provide Engineering Services for the Fairgrounds Onsite and Offsite Improvements (Technical Drainage Study, Fox Avenue & Dalton Street Plans, Soccer Park & Parking Lot Plans, and Construction Administration Services) in an Amount Not to Exceed \$130,000 payable from the Fairgrounds Room Tax Fund and Park Impact Fees. (For Possible Action)
- 9. Discussion and Possible Decision** to Approve Increasing the Town Manager Discretionary Spending Limit for Non-Emergency Matters as Outlined in the Town Manager Job Description Essential Duties and Responsibilities Item #13 and All Other Matters Properly Related Thereto. (For Possible Action)

10. Closed Session(s).

- a. **Discussion and Possible Decision** regarding a Closed Session, to receive information advice from the Town Attorney regarding potential or existing litigation pursuant to NRS 241.015(2)(b)(2). (For Possible Action)
- b. **Discussion and Possible Decision** regarding a Closed Session pursuant to NRS 288.220 for purposes of conferring with the Town’s Management Representatives Regarding Labor Negotiations. (For Possible Action)

11. Discussion and Possible Decision regarding Issues Presented by the Town Attorney in closed session. (For Possible Action)

12. Discussion and Possible Decision regarding Reduction in Force of the Pahrump Valley Fire-Rescue Service due to a lack of funds. (For Possible Action)

13. Future Meetings/Workshops: Date, Time and Location (Non-Action Item)

14. 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)

15. Town Manager Report. (Non-Action Item)

16. 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

July 24, 2012

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

- PTCC on August 2nd at 8:00am
- Nuclear Waste and Environmental AB on August 3rd at 1:00pm
- Youth AB on August 8th at 6:00pm
- Veterans' Memorial AB on August 16th at 6:00pm
- Parks & Recreation AB on August 15th at 6:30pm

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

- Public Lands AB on August 7th at 7:00pm
- Arena AB on August 9th at 7:00pm

- The Breast Cancer Support Group will meet August 17th from 11:00am – 12:30pm at the Nathan Adelson Hospice.

- The Social Security Administration will be in the 'A' and 'B' Rooms of the Bob Ruud Community Center on July 31st from 9am-11am.

- All remaining Movie Night in the Park events will be held at Ian Deutch Park Saturday nights just after dusk. This week's movie is *Journey 2*.

- The Pahrump Anime Fair will take place on August 11th at the Bob Ruud Community Center.

- The Pahrump Valley Rough Riders will be holding an event on August 18th at the McCullough Arena.

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
June 26, 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
Tracy DiFillippe, 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).

Mrs. Parker asked to move item 4 to item 2 as the Deputies were on duty.

Dr. Waters asked to move item 11 to after item 9 after having spoken with Sheriff DeMeo.

There were no objections.

2.5 Presentation of Certificates to Nye County Sheriff Deputies Harry Williams, Logan Gibbs and James Scott for their handling of the Events that occurred on Tuesday, June 12, 2012 at the Pahrump Town Board meeting.

(was item 2.5)

The Town Board presented the certificates to the deputies, expressing their appreciation.

Dr. Waters read the certificate aloud.

Harley Kulkin stated the Deputies asked not to receive the certificates as they felt they were just doing their jobs however he felt they had done more than their jobs.

3. Presentation of Certificates to a Pahrump Valley High School Girls Basketball and Volleyball Teams for their accomplishments within the Valley.

Butch Harper came forward and spoke of the girls accomplishments concerning raising money for free mammograms for local women.

Mrs. Parker read the certificate aloud.

4. Presentation of Certificates to Nye County Sheriff Deputies Harry Williams, Logan Gibbs and James Scott for their handling of the Events that occurred on Tuesday, June 12, 2012 at the Pahrump Town Board meeting.

(heard as item 2.5)

5. Announcements

Announcements were read by Dr. Waters.

Rodney Camacho announced the Parks and Recreation Advisory Board would be holding a special meeting the following night concerning the movie nights in the park.

Richard Goldstien announced Cub Scout Group 261 would have a car wash sponsored by the Pahrump Valley Cruisers on Saturday, July 14th. He said hot dogs and soft drinks would be served.

Robert Hansen announced the Progressive Democrats of America would have a booth at the July 4th celebration with facts and information.

Wade Hindon announced the Pahrump Seventh-Day Adventist Church on Blagg Road would be having a Vacation Bible school from July 16th - 20th 4:30pm-6:30pm.

Steve Pastorelli, Chairman of the Arena Advisory Board, announced the Arena Board had changed their policies to implement the Town Board's request and it would be submitted for review at the following Town Board meeting.

6. Public/Board/Staff Comment

Public Comment was heard.

Mrs. Parker verified there were still vendor spots available for the Pahrump Birthday Celebration. She also mentioned Mr. Kohbarger called the Governor's office weekly to inquire as to the appointment of a Town Board member. As he had received minimal responses she directed staff to draft a letter to be signed by herself to the Governor. Dr. Waters and Mr. Kulkin also expressed interest in signing the letter.

Chief Lewis announced seven (7) volunteer firefighters had completed training for Fire Fighter I.

7. Discussion and Possible Decision Consent agenda items:

- a. *Action – Approval of Town Vouchers.*
- b. *Action – Approval of Daniel C. McArthur proposal to perform a compliance review audit of Solid Waste Franchise Fee revenues in an amount not to exceed \$10,000 payable from the General Fund.*
- c. *Action – Approval of Daniel C. McArthur proposal to perform a compliance review audit of Room Tax revenue in an amount not to exceed \$9,000 payable from the Room Tax Funds.*
- d. *Action – Approval of Acquisition of ADA compliant Aquatic Chair for Swimming Pool in an amount not to exceed \$10,000 payable from the Pool Fund.*
- e. *Action – Approval to Authorize the Signing Committee to approve the Accounts Payable for July 10th due to the cancellation of the July 10, 2012 Town Board meeting.*
- f. *Action – Approval of Appointing Ms. Emily James, Ms. Cameron Lynch and Ms. Melanie Lawdensky to the Pahrump Youth Advisory Board.*

**Dr. Waters motioned to approve Consent agenda items A-F.
Mr. Kulkin seconded.**

Motion carried, 3-0.

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

Mrs. Parker spoke of the advisory board workshop which would be on July 10th at 6:30pm at the Bob Ruud Community Center. She encouraged all advisory board members to attend. She also asked they inform staff of their attendance.

Mr. Kulkin said he would purchase ten (10) pizzas for members of the public who were in attendance.

9. Discussion and Possible Decision to Approve the Request of the Pahrump Tourism & Convention Council Advisory Board (PTCC) FY13 Marketing Projects and Nevada Commission on Tourism (NCOT) Grants in an amount not to exceed \$300,000 payable from the Tourism Room Tax Fund and All Matters Properly Related Thereto.

Kelly Buffi, Chair of the PTCC, spoke of the four components within the marketing project which she was confident would greatly benefit Pahrump.

Dr. Waters said Mrs. Buffi covered any and all questions he could have had. It was a very good and well put together report and complimented the PTCC on the report.

Mr. Kulkin thanked Mrs. Buffi and the PTCC for their report, presentation, and hard work. He spoke of Elko Nevada, a town with fewer residents which was more well known with around 1700 more hotel rooms.

He stated tourism was an advantageous avenue for Pahrump to vitalize. He said Pahrump had a lot of potential and so many wonderful things to offer. With these facts, he supported this item.

Mrs. Parker thanked all members of the PTCC stating she knew how hard they had worked on this project over years. She spoke of the support of these initiatives from tourism business leaders within Pahrump. She read aloud one of these letters. She also mentioned the PTCC had worked very closely with the Finance Director.

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

Motion carried, 3-0.

**9.5 Discussion and Possible Decision to Approve a Request from the Nye County Sheriff's Department regarding Payment to provide law enforcement services at the Town of Pahrump 4th of July Fireworks show in an amount not to Exceed \$3,800 and Other Matters Properly Related Thereto.
(was item 11)**

Sheriff Tony DeMeo spoke stating in their next budget would result in a constraint within the Sheriff's Department. He stated they had not charged Tonopah for their May event because that event was over Fiscal Year 2012 whereas the July 4th event in Pahrump would take place in Fiscal Year 2013. He said an estimated 5,000 people would be in attendance to the event with a combined total of

76 hours all of which would be overtime for all Deputies. He said as services would be severely affected with the budgeting constraints,

Dr. Waters stated he and Sheriff DeMeo had discussed the information the Sheriff had just stated. He said he appreciated the information he had received from the Sheriff's Department and other sources. He said he felt this was an issue between the County Commissioners and the Sheriff's Department which was not something the Town should come between therefore he did not feel comfortable supporting this.

Sheriff DeMeo stated the County Commissioners had not budgeted for services such as this and with all previous budget constraints crime rates had increased and with this future budget the department would not be able

Mr. Kulkin said he did not agree with some of the budgeting NCSO had made including the new jail. Sheriff DeMeo stated he encouraged people to look at his budget and see they did not spend frivolously and the current facility was already over capacity at times and the new facility had been planned for the future growth of Pahrump with a 25 year view. He said he did appreciate Mr. Kulkin's comments.

Mr. Kulkin said on the town's limit funds, as they had also taken cuts, he could not justify approving this.

Mrs. Parker read a memo from Mr. Kohbarger giving reasons for the denial of funds. Sheriff DeMeo stated he knew the duties of a police department and simply stated they only had a few deputies on staff at a time which would only be able to respond after an incident occurred. He said the NCSO had been asked to come forward with the request in order for adequate security to be provided.

There was no motion.

10. Discussion and Possible Decision to Approve Waiving the Bob Ruud Community Center (BRCC) Fees for PAVED, INC who are requesting to hold a portion of their Fair & Festival Activities at the BRCC on the following dates, September 23, 2012 to September 30, 2012.

Paula Glidden of PAVED spoke off the Festival and the reasons for their request for the waiver of fees.

Dr. Waters referred to the memo from Mr. Kohbarger. He said he felt the event was needed and needed to be in the Ruud Center however he did not see waiving the fees as an option however he hoped they could come to an agreement.

Ms. Glidden clarified they were a non-profit and had not budgeted for these fees since they were new fees. She said they were hoping to have the fees waived for this year due to this fact and could budget the fees for the following year.

Mr. Kulkin asked why the facility was required for 8 days while the event only took place over 4 days.

Ms. Glidden clarified this was so setup could be properly completed prior to the event.

Mr. Kulkin asked Ms. Glidden how she felt about Mr. Kohbarger's recommendation of taking half of the fees and asked if they anticipated having a loss.

Ms. Glidden said they understood fees and costs and did not want to impose a gate fee on citizens as it the largest community event.

Mr. Kulkin said perhaps the Town should look at adjusting their resolution to address this project as it was the only event of its kind.

Mrs. Parker said she did not support waiving the fees because the attorney had suggested against it due to the possibility of setting a precedent. She said she did support Mr. Kohbarger's recommendation of charging as a type A event rather than a type B.

Mr. Kulkin asked staff if it was possible to grant them the half waiver and then have the Town pay the other half out of Parks and Recreation fund as it served the whole community.

Dr. Waters motioned to deny waiving the fees but allow staff to charge under the A category. Mr. Kulkin seconded.

Mrs. Parker stated the Town subsidized overtime from staff which was still greater than these fees. Ms. Glidden said she would like to see where these staff fees and overtime came in as she did not believe they had much impact on Town staff.

Mr. Kohbarger said the Town could show a breakdown of the staff time and fees along with equipment which was used toward the Fall Fair and Festival which were not charged. He said they all contributed and no one was charged for it.

Motion carried, 3-0.

Mrs. Glidden announced Arthur Jones was a parade marshal and congratulated him.

11. Discussion and Possible Decision to Approve a Request from the Nye County Sheriff's Department regarding Payment to provide law enforcement services at the Town of Pahrump 4th of July Fireworks show in an amount not to Exceed \$3,800 and Other Matters Properly Related Thereto.
(heard as item 9.5)
12. Discussion and Possible Decision to Approve a Letter of Support for the Nye County Water District (NCWD) application for the Bureau of Reclamation for a WaterSMART Applied Science Grant, Funding Opportunity Announcement No. R12F80301.

Mrs. Parker announced Mr. Lacy was home with the flu therefore he could not attend. She read an email he had sent earlier that day.

Mrs. Parker asked if there was a date this was needed by.

Mr. Kohbarger confirmed via Mr. Lacy this was needed prior to the next meeting and that they would add that line into the document.

Mr. Kulkin said he found it hard to believe there was no representative that night and he said he wanted to protect well and septic citizens therefore he would not support it that evening. He said they should not have waited until the last minute to come before the Board. He said he had too many questions to support the item.

There was no motion.

13. Future Meetings/Workshops: Date, Time and Location
 - a. *Advisory Board Workshop: July 10, 2012 @ 6:30 p.m. at the Bob Ruud Community Center.*
 - b. *Joint Town Board/Board of County Commission meeting July 16, 2012 @ 6:00 p.m. at the Nye County Administrative Complex.*

14. Public/Board/Staff Comment

Public comment was heard.

Dr. Waters stated in the conversations he had with the Sheriff, Sheriff DeMeo stated they would provide police service. Dr. Waters said he felt if they had funded the Sheriff's Department for the service the Town would have come between them and the County Commissioners. He said the responsibility of the Sheriff was to respond to any calls and that the Sheriff took that responsibility very seriously. He also clarified this was for the 4th of July not the Fall Festival.

Mr. Kulkin stated the Sheriff's department had a multi-million dollar budget which the Town of Pahrump had no bearing over and with the tough economic times, the Town could not step into these matters.

He also stated the Town Board and Staff were trying to turn the community into a more prosperous and better place for all. He thanked all in attendance.

Mrs. Parker said it was a challenge to work within the budget while not raising taxes therefore they had to have user fees in order for those using the services rather than taxing all citizens for them.

15. Town Manager Report.

Dr. Waters touched on an item within the report stating the County had purchased a portable microphone.

There were no questions on the report.

16. Adjournment

Mrs. Parker adjourned the meeting at 9:21pm.

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
June 12, 2012
MINUTES**

PRESENT:

Town Board:

Vicky Parker
Harley Kulkin
Dr. Tom Waters
Mike Darby

Staff:

Bill Kohbarger, Town Manager
Scott Lewis, Fire Chief
Matt Luis, Buildings & Grounds Manager
Brett Meich, Attorney
Tracy DiFillippe, Attorney

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 asked item 11 and item 10 be reversed.

Harley Kulkin agreed.

There were no objections.

Mike Darby asked Public comment be made for each item with the exception of the consent agenda.

Mr. Kulkin agreed for items 10 and 11.

Dr. Waters said he was not opposed.

The change was granted for items 10 and 11.

3. Presentation of Certificate to a Pahrump Valley Youth, Mr. Alec Hornbuckle for his accomplishments within the Valley.

Dr. Waters read the certificate aloud.

Mr. Hornbuckle elaborated on his accomplishments and thanked the Town Board for awarding him with the certificate.

4. Announcements

Announcements were read by Dr. Waters.

Mrs. Parker announced California Energy Commission staff would conduct a workshop for the proposed Hidden Hills solar project at the Library the following Thursday from 10am – 7pm.

Mrs. Parker also spoke of events for Pahrump's 50th Birthday Party.

Mr. Kulkin thanked Dr. Waters for taking him to see the new VA Hospital in Las Vegas. He proceeded to give information on the hospital. He also announced a new clinic for the VA was in the works for Pahrump.

Bill Carns announced the Nye County Republican Central Committee would be holding their monthly meeting the following Saturday at the new NCRCC headquarters.

Sam Jones announced the Liberty and Freedom truck would be at the Bob Ruud Community Center for petitions until the end of June.

Rodney Camacho announced the Pahrump Valley Youth Activities would be starting their summer program on Monday, June 18th.

5. Public/Board/Staff Comment

Public comment was heard.

Dr. Waters stated he had received a message concerning the detention center. He verified with the warden, no detainee had been, could be, or would be released from Pahrump and that all belongings to detainees were taken with them to any court proceeding by a federal court which could result in their release. He said this was an agreement which could not be broken.

Dr. Waters also stated 78% of votes made by the Town Board in 2012 had been unanimous.

Lastly, Dr. Waters spoke of water rights on the Kellogg Property.

Mr. Darby apologized for any calls which were not received or returned on his town cell as it had been misplaced resulting in a flat battery before it could be found. He said it had been found and charged so he could receive calls.

Mr. Kulkin said although he estimated something around 200 people in attendance at the meeting, there were about 37,000 people in town therefore the idea that the Board should do what those in attendance wanted did not properly represent the citizens of Pahrump as they were a small percentage. He asked citizens to work together for the future of the children in Pahrump.

Mrs. Parker congratulated Fire Chief Lewis on completing his Masters Degree in Public Safety Emergency Management.

6. Discussion and Possible Decision Consent agenda items:

- a. *Action – Approval of Town Vouchers.*
- b. *Action – Approval of Town Board Minutes for May 22, 2012 and Town Final Budget Hearing Minutes for May 18, 2012.*
- c. *Action – Approval of Accepting Mr. Tazo Schafer to the Pahrump Nuclear Waste and Environmental Advisory Board.*
- d. *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 Crisis Intervention Committee.*
- e. *Action – Approval to Accept the renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and approval for payment from the fiscal year 2012-2013 funds Not to Exceed \$191,000.00 from the General Fund and All Matters Properly Related Thereto.*
- f. *Action – Approval of the Family Movie Night in the Park Series Program in an amount not to exceed \$10,000.00 from the Parks Room Tax Fund.*
- g. *Action – Approval to close out the following completed Town Board Goals:*
 - i. *#3 – Revise Business License Program;*

- ii. *#12 – Bob Ruud Community Center Roof Repairs and/or Construction of a New Community Center;*
- iii. *#26 – Develop w/Town Board Long and Short Term goals for the Town of Pahrump; and*
- iv. *#29 – Name badges for office personnel. Make Current the Town Board member list/plaque in Town Office.*

Dr. Waters motioned to approve.

Mr. Kulkin seconded.

Motion carried, 4-0.

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

Dr. Waters announced the new members of the Youth Advisory Board.

8. Discussion and Possible Decision to Approve Establishing a Cost Recovery Account (CRA) for the Bureau of Land Management (BLM) for the completion of the Environmental Impact Statement (EIS) for the Town's proposed airport in an amount not to exceed \$62,000.00.

Mrs. Parker asked if \$62,000 was a high dollar estimate.

Mr. Kohbarger clarified it was.

Mr. Darby asked it be made aware for the public that part of the EA study and report would be used in the EIS. He also wanted it made aware funding would come from the Economic Development Room Tax Fund.

Mr. Kulkin verified with Mr. Kohbarger this was a rare opportunity for the Town to obtain this large amount of land (650 acres) for such a small price.

Mr. Kohbarger said they were finishing up Phase 1B of the EIS and moving forward to Phase 1C.

Mrs. Parker verified the airport property was located by the California border away from the residential areas of Pahrump. She also asked if there was a high demand for this airport.

Mr. Kohbarger verified there was in fact a high demand from the local and Las Vegas areas. He also stated it would be around 2016 once the airport was fully functional.

Dr. Waters motioned to approve authorizing the Town Manager to execute an agreement with the BLM to establish a Cost Recovery Account related to their review of the Airport Environmental Impact Statement in an amount not to exceed \$62,000 payable from the Economic Development Fund.

Mr. Kulkin seconded.

Motion carried, 4-0.

9. Discussion and Possible Decision to Select, Award, and Approve Funding for Bid #2012-01 for the Field "C" Lighting Project Payable from the Park Impact Fees and Other Matters Properly Related Thereto.

Mr. Kohbarger introduced Derik Yoro of GC Wallace and Matt Luis, Pahrump Buildings and Grounds Manager.

Mr. Luis gave a history of the C Field project. He also spoke of the system which the lights would operate on.

Mrs. Parker asked if there was a higher demand for field usage than the Town could supply. Mr. Darby confirmed this was in fact true.

Dr. Waters stated he felt he needed more information.

Mr. Kohbarger detailed the process by which the decision to award the Bid had been made.

Dr. Waters asked for verification that all specifications had been made by both submitted bids.

Mr. Luis confirmed.

Dr. Waters said as price was the differing factor by over \$250,000, he liked the price submitted by GC Wallace.

Mr. Kulkin said he did not understand why there was such a large difference in price and if this affected the quality of service and/or product.

Mr. Yoro stated that when in a time constraint numbers were sometimes thrown around however the difference in price in no way affected the quality of service or product. He said the warranty would be a 25 year program.

Mr. Darby said he knew a contractor in Las Vegas who had bid on a luxury project and was told he needed to double his bid price three times therefore he felt you could not look at the prices as an indication of quality.

Mr. Darby motioned to approve funding for Bid #2012-01 for the field "C" lighting project in an amount no more than \$250,000 payable from the Park Impact Fees to LaHaye Electric and all matters properly related thereto.

Dr. Waters seconded.

Motion carried, 4-0.

10. Discussion and Possible Decision to Adopt an Ordinance to Repeal Pahrump Town Ordinance No. 46 and Other Matters Properly Related Thereto.

(heard as item 11)

Mr. Meich explained how the PTO 46 violated various NRS's.

Mrs. Parker said her problem with the Ordinance was that it was challengeable and there was no purpose to have it on the books as it was not enforceable.

Dr. Waters asked the steps to repeal.

Mr. Meich stated the process of repealing the ordinance was the same as passing one.

Mr. Darby stated he liked to have time to research items and had not had the time to do so since his meeting with legal earlier in the day.

Mr. Kulkin stated he felt certain items within the Ordinance made no sense such as the item that Pahrump could not be incorporated in pieces and also that if someone wished to contest the Ordinance they would need to pay \$20,000 in legal fees.

Mr. Meich stated it was his opinion the Town Board had the authority to repeal the Ordinance in spite of the section within the Ordinance forbidding it. This was because one legislative body did not have the authority to bind a separate legislative body and because NRS Chapter 269 defined the method to adopt or repeal an Ordinance.

Dr. Waters said he had received about 25 (twenty five) calls about the item. He asked citizens who believed PTO 46 was created because of Vicky Parker to do the math because the Ordinance was created in 2005 with Vicky not even running for Town Board until 2008.

He said he received a lot of calls and spoke to all who called him and usually those citizens listened to him and found they did not know certain information before placing the call. He asked people give calls to the Town Board members prior to meetings because the Town Board had done their research and although they did listen, it was unlikely they would change an opinion at the meeting especially if they could not do research on a statement.

Mr. Kulkin asked if it was necessary to adopt an ordinance to repeal the ordinance.

Mr. Meich clarified they would be voting on an ordinance to repeal PTO 46.

Mr. Kulkin motioned to repeal PTO 46 and all matters properly related thereto.

Dr. Waters seconded.

Public comment was heard.

Dr. Waters said it was part of the Goals and Objectives for staff to review all Ordinances and Resolutions on the books to ensure they were all constitutional and upheld. He said it should have been seen this would be coming.

Mr. Darby stated he had asked legal counsel in his meeting if in fact PTO's 1 – 45 had all been deemed in order, legal, and Constitutional to which he could not be given an answer as they did not know if the other 45 Ordinances had been reviewed as PTO 46 had been discovered by the Chair. He said he did not feel comfortable voting on this item as there were still several things he would like to research for himself.

Mr. Kulkin said no one had declared anything contained within PTO 46 unconstitutional but that was not the issue. The issue was they were taking a look at an Ordinance which was on the book. He said he did not like the Ordinance because he believed it was not fair to all people and favored those who did not favor incorporation. He said he felt everyone should be able to vote.

Mrs. Parker said if it was even questionable to be unconstitutional and was not enforceable that was reason enough to take it off of the books.

Motion carried, 3-1, with Mr. Darby voting nay.

Dr. Waters asked if all other Ordinances had been looked into.

Mr. Kohbarger responded they were currently looking into all Ordinances and this particular Ordinance was brought to their attention by a citizen which resulted in Mrs. Parker's decision to place an item for repeal on the agenda.

A citizen attempted a citizen's arrest of three of the four Town Board members.

Deputies advised the citizens to give witness statements outside of the building at that point in time.

11. Discussion and Possible Decision to Approve Resolution 2012-11, a Resolution to Establish a Town Board Policy in Favor of the Public's Right to Vote for or Against Any Effort to Incorporate the Unincorporated Town of Pahrump.

(heard as item 10)

Dr. Waters said he would like to add the words "the issue of" and in paragraph four the words "yea or nay".

He proceeded to read the resolution.

Dr. Waters said he had hoped to have this in affect for a long time as he had stated many times, 48% of citizens had not voted on Incorporation previously. He said they needed to let the people vote.

Mr. Kulkin said as some citizens seem to believe the Town Board was trying to ‘back-door’ the item of incorporation. He asked Mr. Meich if this was even possible because to his knowledge it was not. Mr. Meich said according to NRS Chapter 266 a vote was required. He said there was the avenue of a special Charter by the State Legislature however to his knowledge no one was pursuing such a Charter.

Mr. Kulkin said he wished to re-write the third whereas to state the Town Board of Pahrump will not seek any method of incorporation or annexation that does not include a vote of the registered voters within the Town of Pahrump affective area boundaries.

Mr. Kulkin stated all citizens had the right to vote if they were or were not in favor of an item such as incorporation.

He also asked the Resolution be brought back as an Ordinance at a future meeting.

Dr. Waters motioned to approve with suggested changes.

Mr. Kulkin seconded.

Public comment was heard.

Mrs. Parker said this was an issue of passing a resolution, not going through with Incorporation.

Dr. Waters reiterated Mrs. Parker’s comment.

Mr. Darby said in his meeting with the Town attorney earlier that day more questions were raised in his mind and with little time to research after the meeting to be comfortable with voting, he would be abstaining from voting.

Mr. Kohbarger stated Mr. Darby needed to have a valid reason for abstaining from the vote.

Mr. Meich said Mr. Darby could indicate his position and vote no if he would like and should the motion fail, he could bring it back at a later date.

Mr. Kulkin asked if the motion could state it would be brought back if the ordinance with item 10 tabled until such time as part of the new ordinance could say it would retire PTO. 46.

Mr. Kohbarger informed Mr. Kulkin they could motion to direct staff to bring back Resolution 2012-11 as an ordinance and then motion to table item 10 once they had reached discussion on the item.

Motion approved, 3-1, with Mrs. Parker noting Mr. Darby voting nay.

A ten (10) minute recess was called.

12. Discussion and Possible Decision to cancel the Town Board meeting set for July 10, 2012 or to schedule the meeting as an Advisory Board Update Workshop.

Mrs. Parker said with various members of staff traveling in the first weeks of July along with quarterly reports being due, it would be desirable to change the meeting into an advisory board workshop.

Dr. Waters motioned to cancel the Town Board meeting set for July 10, 2012 and set up an Advisory Board Update Workshop in its place.

Mr. Kulkin seconded.

Motion carried, 4-0.

Mrs. Parker called for a five (5) minute recess per Mr. Kulkin's request.

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

14. Public/Board/Staff Comment

Mr. Kulkin thanked all in attendance for attending the meeting.

Public comment was heard.

15. Adjournment

Mrs. Parker adjourned the meeting at 10:47p.m.

**MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 07-24-2012**

TO: Town Board

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

DATE: July 24, 2012

RE: Approval to Transfer Ambulance Fund Delinquent Accounts for February, 2012 thru June, 2012 for Further Collection and Related Accounting Adjustments.

1.) Background

To ensure timely and accurate recording of our revenues, Generally Accepted Accounting Principles (GAAP) requires that the outstanding delinquent Ambulance accounts receivable balances be reviewed periodically so that appropriate accounting entries are recorded to reflect the probability of collecting the amounts due.

After a reasonable effort has been made to collect an outstanding balance by the Ambulance office staff, then we turn the delinquent accounts over to an outside professional collection agency to pursue. This transaction involves charges to the allowance for doubtful accounts; accounts receivable, and bad debt expense. This is so that our accounts receivable balance reflects the true value of our future revenues available for expenses, and not an inflated or unrealistic level.

If the additional efforts by the collection agency are successful, then a recovery of the write off is made. This involves two basic parts: first, there is a reversal of the write-off entry, and secondly, the payment is posted to the receivable just as if it had never been written off.

2.) Fiscal Impact

The current FY 2012 Ambulance Fund Budget is sufficient to reflect these adjusting transactions.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town *Board move to approve the Ambulance Fund charges to Allowance for Doubtful Accounts in the amount of \$385,928 for the period March 2012 thru June, 2012 as presented in the attached materials.*

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

**MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 07-24-2012**

(Attachment A – Town of Pahrump Fire-Rescue Service Ambulance Doubtful Accounts Chart for March 2012 thru June 2012)

**TOWN OF PAHRUMP
FIRE-RESCUE SERVICE**

AMBULANCE WRITE OFFS = MARCH 2012 - JUNE 2012

	BILLABLE CHARGES	REVENUE COLLECTED	AMOUNT OF WRITE-OFF
SM BALANCE	\$ 9,985	\$ 9,707	\$ 278
DEATHS	\$ 51,937	\$ 25,510	\$ 26,427
BAD DEBTS	\$ 587,079	\$ 233,116	\$ 353,963
BANKRUPTCY	\$ 2,806	\$ 982	\$ 1,824
HARDSHIP	\$ 4,612	\$ 1,176	\$ 3,436
TOTALS	\$ 656,419	\$ 270,491	\$ 385,928

Write off amounts are from previous time frames which are written off in the 4 months indicated above

LEGEND

- BILLABLE CHARGES - ACTUAL CHARGES BILLED
- CONTRACTUAL ADJUSTMENTS - FEDERALLY AND/OR STATE MANDATED ADJUSTMENTS
- NET BILLABLE - ADJUSTED BILLING DUE TO CONTRACTUAL ADJUSTMENTS
- REVENUE COLLECTED - ACTUAL MONEY TAKEN IN
- BALANCE OUTSTANDING - MONEY STILL BEING COLLECTED
- SMALL BALANCE - ACCTS WITH OPEN BALANCE OF LESS THAN \$30.00
- DEATHS - DEATH WHERE INSURANCE HAS PAID AND NO ESTATE
- BAD DEBTS - ACCTS W/BALANCES & NO PAYMENTS IN 120 DAYS - SENT TO COLLECTIONS
- BANKRUPTCY - AFTER DISCHARGED
- HARDSHIP - INDIGENT

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) 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
7/11/2012 7/24/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Approval of Scope of Work for Valley Electric Association, Inc., for Electric Service for Petrack Park Field "C" Lighting Project in an Amount Not to Exceed \$10,500.00 payable from the Park Impact Fees. 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:

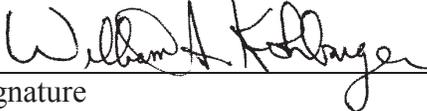
See attached Town Manager memo along with VEA Proposal.

BACKUP ATTACHED: YES NO

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

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
AGENDA ITEM UPDATE
MEETING DATE: July 24, 2012**

TO: Town Board

FROM: William A. Kohbarger, Town Manager
Matt Luis, Building & Grounds Manager

DATE: July 18, 2012

RE: Approval of Scope of Work for Valley Electric Association, Inc., for Electric Services for Petrack Park Field “C” Lighting Project in an Amount Not to Exceed \$10,500.00 payable from Park Impact Fees. (For Possible Action)

1) Background

The Town of Pahrump has been working toward placing lights at the Petrack Park Field “C”. The Engineering, Surveying and Bid Process work was recently completed by GC Wallace after obtaining Town Board approval to move forward at previous Town Board regularly scheduled meetings.

The next Phase in the process is to approve Valley Electric Association, Inc. (VEA), providing Electric Services to Field “C”.

VEA at the request of the Town submitted a detailed scope of work pertaining to providing Electric services. Staff has reviewed the proposal and is satisfied with the services being offered by VEA.

Upon speaking with VEA about this proposal, VEA offered to pay a portion of the cost since this project will open up another field for the youth of Pahrump. VEA will present a \$2,500.00 check to the Town Board at the Town Board meeting. **Thank You VEA!**

NOTE I: This particular item is an approved Town Board Goal & Objective Item #13 "Complete Field C Park Lighting Project".

3) Fiscal Impact

There are sufficient funds available in the Park Impact Fees to cover this cost of \$10,500.

NOTE II: VEA will be providing the Town Board a check of \$2,500.00 to assist in getting this project completed.

4) Town Manager Recommendation and Board Action Requested

The Town Manager respectfully requests that the Town Board Approve the **Scope of Work for VEA to provide Electric Services for the Petrack Park Field “C” Lighting Project in an Amount Not to Exceed \$10,500.00 payable from Park Impact Fees** for the following reason(s):

1. This item is an approved Town Board Goal & Objective Item #13.

**MEMO
TOWN OF PAHRUMP
AGENDA ITEM UPDATE
MEETING DATE: July 24, 2012**

2. This is Phase III in the Field “C” Lighting process.

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



Valley Electric Association, Inc.

A Touchstone Energy® Cooperative 

June 25, 2012

Town of Pahrump
400 N Highway 160
Pahrump NV 89060-4015

RE: Request for Electric Service WO #2012098
Location: 150 N Highway 160 Pahrump, NV
Contract Number: 2012098
Account Number: 1004520052

Your request for electric service requires a contract. This document is enclosed and requires your notarized signature(s). (NOTE: All legal property owners must sign the contract.)

The signed and notarized contract and all additional required fees (\$10,337.50) must be submitted to this office before your job will be released to construction.

Please note: This contract and estimated cost of construction is valid for ninety (90) days. If both have not been returned by the end of (90) days, the job will be closed. In order to reinstate the job you would need to contact a New Business Representative and non refundable engineering fees may apply.

If we can answer any questions, please call us at one of the phone numbers listed above.

Sincerely,

A handwritten signature in cursive script that reads "Eric Johnson".

Eric Johnson
Engineering Technician

Enclosure (1)

Cc: Engineering File
Consumer File

AGREEMENT FOR INSTALLATION OF ELECTRICAL DISTRIBUTION SYSTEM

(GENERAL SERVICE)

Account No. 1004520052

Work order/Contract No. 2012098

This agreement is made and entered into this 25 day of June, 2012 by and between Town of Pahrump ("Owner") and Valley Electric Association, Inc. ("VEA").

RECITALS:

Whereas, Owner holds fee title to the "Property" in Nye County, Nevada, located at 150 N Highway 160 Pahrump NV. APN; 35-121-15.

Whereas, the Property is or may be subject to certain Covenants, Conditions, or Restrictions declared in the official records of Nye County;

Whereas, Owner requires electrical energy service for the Property; and

Whereas, VEA is a Nevada, non-profit, cooperative corporation in the business of providing electrical service, including the installation, operation and maintenance of distribution and transmission facilities.

WITNESSETH:

Now therefore, in consideration of the foregoing and the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. **Connection to VEA's Distribution System.** VEA agrees to provide electric service to the Property via an initial electric distribution system, as per VEA Line Connection Policy 17. The initial electric distribution system shall be constructed according to VEA's standards and, when completed, shall be capable of providing electrical service to the Property.

The scope of the work under this agreement extends only to the completed installation of the distribution system necessary for the supply of power to the Property. The work will commence and be completed by VEA to meet Owner's reasonable requirements for electric energy service to the Property.

Service: VEA will serve the Property by extending its existing distribution facilities to the Property. The secondary service (depending on service size) will be single or three phase at available secondary voltages in accordance with VEA Line Connection Policy No.17.

Attachment A

Cost Estimate

WO No: 2012098

Date:

6/25/2012

MEMBERSHIP FEE and REQUIRED DEPOSIT:

Membership Fee	\$	-
[Fee not required if Owner is a current member]		
Deposit Required:	\$	-
[Deposit can be waived if the Owner meets the requirements as specified in Rule #8]		

LINE EXTENSION FEES REQUIRED:

Description	\$/FT	#/FT	Total Cost
Non-Refundable Engineering Fee			\$ 150.00
Construction Fee			\$ 2,500.00
1ph Primary Line Ext Costs - Overhead	\$ 5.25	0	\$ -
3ph Primary Line Ext Costs - Overhead	\$ 14.25		\$ -
1ph Primary Line Ext Costs - Underground	\$ 10.25		\$ -
3ph Primary Line Ext Costs - Underground	\$ 32.50	175	\$ 5,687.50
1ph CJE			
3ph CJE			
			\$ -
			\$ -

Energy Efficiency Performance Discount	Discount Amt
Residential	\$ -
Commercial	\$ -
Irrigation	\$ -
Industrial	\$ -

Impact Fees	Service Ent / Hp	Impact	Total Cost
1ph Residential			\$ -
1ph General Service			
3ph General Service, 120/208			\$ -
3ph General Service, 277/480			\$ -
Irrigation ((Ttl Hp x 1.0)=Ttl kVA)x \$155			

Service Type	Amps	Length	Total Cost
Milti-Family Res. & Non-Residential	800		\$ 2,300.00
UG Residential Service Installation			\$ -
OH Residential Service Installation			\$ -
Subdivision			
TOTAL REQUIRED FEES			\$ 10,487.50
Restaking Fee			
Less Prepaid Engineering Fee			\$ (150.00)
ADDITIONAL FEES REQUIRED			\$ 10,337.50

Amount of Required Fees that are Refundable	\$	-
---	----	---

It shall be the Owner's responsibility to provide excavation and material as per VEA Line Connection Policy No. 17 from VEA's existing distribution facility to the metering point (the exact location of which to be determined by VEA).

VEA Electrical Facilities: VEA will provide and install all transformers and conductors as per VEA construction standards.

Rate Structure: The Property shall be served pursuant to VEA **Schedule GS** — General Service.

Service Deposits: A deposit may be required of the individual occupant of the Property. This requirement may be waived at VEA's discretion.

Owner's Responsibilities

At Owner's expense (except as assigned to the occupant as indicated below), Owner shall:

- a. Pay any and all costs and construction advances, as required by VEA Line Connection Policy No. 17;
 - b. Provide a common utility trench excavated pursuant to VEA specifications to facilitate extension of VEA distribution facilities as per VEA policy;
 - c. Be responsible for all excavation, trenching, conduit, pads, vaults, secondary junction boxes, grounds, secondary conductors, bedding material, back-fill of trenches, ground restoration and other non-primary materials as may be required from the VEA facilities to the meter base location (as approved by VEA). The installation must meet the accepted industry inspection standards of VEA;
 - d. VEA may allow other utilities (including without limitation telephone or CATV) in the same trench so long as there is at least one (1) foot of vertical separation between VEA conductors and the third-party material. The Owner's contractor will be required to back-fill the trench when VEA's crews are installing any associated equipment; and
 - e. Ensure all metering points are inspected and approved by the appropriate jurisdictional authorities before VEA connects the service.
2. **Payment for Costs of Construction.** The cost of furnishing and installing the electrical distribution system, as described above, shall be borne by the Owner. Owner shall pay **\$10,487.50**, as per the attached cost estimate (**Attachment A**). As per VEA Connection Policy No. 17, Owner may be entitled to a partial refund of the construction costs paid by Owner, but such is subject to a three (3) year limitation. Installation of VEA equipment will be coordinated with construction schedules for the Property.
3. **Other Considerations.** It is understood and agreed that a separate agreement containing rates, applicable line connection charges, and other terms and conditions for electric service may be required. If necessary, an agreement will be executed by and between VEA and the respective owners or occupants of those properties as such service is required.

VEA reserves the right to connect additional consumers onto or beyond the end of the line connection (extension) covered by this Agreement.

4. **Independent Contractor.** The parties understand and agree that VEA is an independent contractor and not an employee or agent of the Owner. VEA will engage its agents, employees or contractors to perform its obligations under this contract. Each party to this agreement covenants and agrees to provide, pay and hold the other party harmless from all industrial insurance, unemployment insurance, employee benefits and charges, taxes and all other assessments, charges or payments of whatever nature which may become due on account of or as a result of the other party's employees, agents, or contractors performance of the work under this agreement.
5. **General Conditions.** This agreement shall be binding upon and inure to the benefit of heirs, successors and assigns of the parties. This contract may not be assumed except in writing signed by both the Owner and VEA. If any provision of this contract is held invalid, the remainder of the contract shall remain in full force and effect.

Both the Owner and VEA warrant that it has had opportunity to consult with legal counsel before execution of this contract. No rights or obligations under this contract may be assigned unless notice is provided in writing by one party to the other.
6. **Choice of Law.** This agreement shall be governed by the laws of the State of Nevada, which shall have jurisdiction over the parties and subject matter of any action hereunder; with Nye County, State of Nevada, to be the exclusive venue for any such proceeding.
7. **Attorney's Fees.** In the event it becomes necessary for one party to enforce this agreement or any part or provision hereof, or in the event of any action concerning or arising from this agreement, the losing party covenants and agrees to pay to the prevailing party the reasonable attorney's fees and costs incurred by the prevailing party; such fees and costs shall be added to any judgment recovered by the prevailing party.
8. **Entire Agreement.** This written contract incorporates all prior offers, proposals and negotiations. There are no prior or contemporaneous agreements, written or oral, which modify or affect this contract. This written contract contains the entire agreement of the parties and the parties shall only through writing sign any modification of its terms and conditions.

[Signature pages to follow]

Owner/s

Printed Name

Signature

Address

City, State, Zip Code

STATE OF _____)

ss.

COUNTY OF _____)

On this _____ day of _____, 2012, _____
personally appeared before me, to me known to be the individual described in and who executed
the within and foregoing instrument, and acknowledged that he signed the same as his free and
voluntary act and deed, for the uses and purposes therein mentioned.

WITNESS MY HAND and official seal hereto affixed the day and year first above
written.

Notary Public in and for the
State of _____
Residing in: _____
my commission expires: _____

**MEMO
TOWN OF PAHRUMP
AGENDA ITEM UPDATE
MEETING DATE: July 24, 2012**

TO: Town Board

FROM: William A. Kohbarger, Town Manager

DATE: July 19, 2012

RE: **Discussion and Possible Decision** to Approve a Scope of Work for GC Wallace to provide Engineering Services for an Indoor Swimming Pool Study in an Amount Not to Exceed \$13,000.00 payable from the Parks & Recreation Room Tax Fund. (For Possible Action)

1.) Background

The Town of Pahrump was approached by a local businessman (Chris Tellis) about possibly placing a swimming pool inside one of his vacant buildings. Mr. Luis and Mr. Kohbarger met with Mr. Tellis and inspected the building. After discussions with Mr. Tellis, Town Staff invited GC Wallace to visit the building.

Subsequently, GC Wallace at the request of Town Staff submitted a detailed scope of work proposal to provide architectural, mechanical, electrical and plumbing schematic design services in an attempt to fit a pool inside the above mentioned vacant building.

Upon receiving the proposal, Mr. Luis placed same on the Park & Recreation Advisory Board July 18, 2012 agenda. The Park & Recreation Advisory Board after reviewing the proposal and hearing a brief presentation by the Town Manager voted unanimously (4 to 0) to make a recommendation to the Town Board to move forward with the proposal.

NOTE: Mr. Tellis has agreed to reimburse the Town 50% of the \$13,000.00. The Town Attorney is drafting an agreement for Mr. Tellis to sign upon the Town Board approval of the proposal if the Town Board so decides to approve this item.

3) Fiscal Impact

The above mentioned proposal is valued at \$13,000.00. There are sufficient funds available in the Park & Recreation Room Tax Fund to cover this cost. Again, Mr. Tellis has agreed to reimburse the Town 50% of the cost.

4) Town Manager Recommendation and Board Action Requested

The Town Manager respectfully requests that the Town Board **approve GC Wallace's proposal to provide Engineering Services in an Amount Not to Exceed \$13,000.00 payable from the Parks & Recreation Room Tax Fund** for the following reason(s):

- a. The Parks & Recreation Advisory Board voted unanimously to make a recommendation to the Town Board to move forward with the proposal.
- b. This would provide yet another recreational opportunity to for the citizens of Pahrump.
- c. Mr. Tellis has offered to reimburse the Town 50% of the cost of the proposal.
- d. Room Tax Funds are being utilized to pay for the costs of the proposal.

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



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-A351-010

May 16, 2012

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

Re: Town of Pahrump – Indoor Swimming Pool

Dear Mr. Kohbarger:

In accordance with your request, we have obtained the attached proposal from EV&A Architects (EV&A) and Harris Consulting Engineers (HCE), to provide architectural, mechanical, electrical, and plumbing schematic design services and to the Town of Pahrump. EV&A's and HCE'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. G.C. Wallace (GCW) will provide civil and structural engineering schematic design services, coordination with EV&A and HCE, and project management services. 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.

We propose to provide the following services:

1. EV&A's scope of work is limited to preliminary architectural design of the proposed indoor pool. EV&A will provide a floor plan depicting the proposed solution. Includes attendance at one (1) meeting in Pahrump.
\$6,240.00
2. HCE's scope of work is limited to preliminary mechanical, electrical, and plumbing design of the indoor pool.
\$800.00
3. GCW will prepare preliminary civil & structural design, coordinate the work efforts of EV&A and HCE, and attend meetings as needed for project development.
\$5,760.00

Reimbursables will be a direct cost estimated to be \$200.00 for reproduction of drawings, postage, shipping charges, mileage and other out-of-pocket expenses. These items will be invoiced at our actual costs.

If this proposal meets with your approval and reflects your understanding of the scope of work requested of GCW, please indicate your acceptance by signing the attached Letter of Authorization and return an executed copy to this office. Receipt of the signed Letter of Authorization will serve as our notice to proceed.

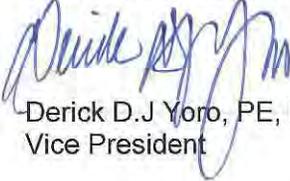
SUMMARY OF FEES

1.	EV&A – Architectural Schematic Design	\$6,240.00	Lump Sum
2.	HCE – Mechanical/Electrical/Plumbing Preliminary Design	\$800.00	Lump Sum
2.	GCW – Civil Preliminary Design, Project Coordination	\$5,760.00	Lump Sum
	Reimbursables	<u>\$200.00</u>	Budget
		\$13,000.00	Total

We would be happy to discuss any questions or clarifications you may require regarding this proposal. 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

Attachment: EV&A Proposal

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 16th 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-A351-010

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 16, 2012



May 16, 2012

Mr. Derick D.J Yoro, PE, LEED AP
GC Wallace Companies
1555 S. Rainbow Blvd.
Las Vegas Nevada 89146

Re: Proposal for Professional Services
Project: City of Pahrump Indoor Swimming Pool
EV&A Proposal #: 2012903.103

Dear Derick:

Project Description:

EV&A is pleased to provide a proposal for a theoretical review to allow a swimming pool to be built within an existing building. The work performed will be under the final supervision of Edward A. Vance, AIA, Nevada Architect license #2683.

Scope of Work:

The scope of work is limited to the reviewing the existing structure to verify if a swimming pool can be constructed inside of it. Also included will be a preliminary design showing what can be provided based on our meeting on April 6, 2012 and the provided plans. EV&A Architects will provide to GC Wallace a floor plan depicting the proposed solution, thus allowing the City to review and comment. Included in the fee breakdown below, we have included time for revisions and one meeting in Pahrump. The Pahrump meetings are based on a 4 hour duration to include travel time. If additional revisions or meetings in Pahrump are requested, they would be invoiced as per below.

Compensation:

<i>Design Professional</i>	<i>Discipline</i>	<i>\$Fee</i>
EV&A Architects	Architectural Schematic Design	\$6,240
EV&A Architects	Additional Design Revisions	\$120 per hour
Harris Consulting Engineers	MP&E Engineering Review	\$800
EV&A Architects	Additional Meetings in Pahrump	\$480 per meeting

Terms:

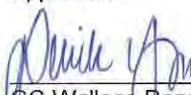
- EV&A invoices are due and payable within 60 days of the invoice date. Past due invoices will accrue interest at 15% per annum.
- It is agreed that this contract may be terminated by either party in the event that the other fails to timely perform the contract or at any time without cause. A ten (10) day written notice is required in order to terminate this contract for work in progress. Upon termination, GC Wallace Companies shall be responsible for compensation to EV&A for all services completed and furnished through point of termination.
- All reports, drawings, specifications, computer files, field data, notes and other documents and instruments prepared by EV&A as instruments of service, shall remain the property of EV&A. EV&A shall retain all common law, statutory and other reserved rights, including copyright thereto.

If this proposal is acceptable, please indicate by signing the space provided below and returning one copy to our office.

Sincerely,


Edward A. Vance, AIA
President & CEO

Approved:


GC Wallace Representative
5/16/12 Date

Derick Yoro, VP
Printed Name and Title

Great idea

Custom Health & Fitness Center

Peoples' Petition

For

Indoor Community Pool

We at Custom Health and Fitness see a need for the community. A heated, indoor pool. We acknowledge the community pool we have in town but wouldn't it be nice to have a community pool year round? The benefits of an Indoor pool would be; heated water which would be beneficial for everyone especially our senior community and those who would benefit from water rehabilitation after a knee or hip surgery. Instructed water aerobics which would help with muscle strength and joint health along with weight loss and relaxation. An indoor pool would allow for winter swimming and year round water activities. Participation in water sports for PVHS, and other youth activities. Sun exposure would be at a minimum because of the indoor atmosphere. We can offer water safety and education by partnering with American Red Cross to offer safety classes and certification. Swim lessons could be given year round so you're ready when summer comes and family vacation won't seem so scary if it's in a water location with a little one. We need an indoor swimming pool for our community so please help us achieve it by signing your name and phone number below. -Thank you.

- | | | | |
|---|---|----|---|
| 1 | <u>Salina Gibbs</u> 702-425-022210
<i>Salina Gibbs</i> | 11 | <u>Scott Mable</u> |
| 2 | <u>Kimberly Lynn</u> 702-354-4695
<i>Kimberly Veille</i> | 12 | <u>Rachel Elliott</u> <i>Full</i> |
| 3 | <u>[Signature]</u> 775-513-0331
<i>Mike Cleveland</i> | 13 | <u>Katy Tyler</u> |
| 4 | <u>[Signature]</u> | 14 | <u>Vanessa Zila</u> |
| 5 | <u>Jason Vjasa</u>
<i>Jason Veille</i> | 15 | <u>North Dineen</u> 702-411-3554
775-513-2800
<i>Eddie C. Blevins</i> |
| 6 | <u>[Signature]</u>
<i>Logan Gibbs</i> | 16 | <u>Angel Peterson</u> * |
| 7 | | 17 | <u>[Signature]</u> * |
| 8 | <u>Joy Hamell</u> | 18 | <u>[Signature]</u> 702-563-7446
<i>Cody Hampton</i> |
| 9 | <u>Cheryl Seeman</u>
702-580-0317 | | |

19 John Adams
20 John Adams
21 Gara Duncan
22 Dean Baker 702-875-7183
23 Heath Ruth 513-4215
24 Metel Allen 702-390-9180
25 Shawn D'Allesio 702-576-5477
26 Jordan Boyer
27 Shawn Sanders 702-423450
28 Paul Hines
29 Rick Backus 702-253-1339
30 Jane A. Smith 315-403-3000
31 Kathleen McKee
32 Gene Salerno
33 Allyn Larson 702-997-5174
34 Russ Larson 702-469-4795
35 Al Dunwoody
36 Lisa Arnold 310-287-8368
37 Barry Albert
38 Chen Andrews
39 Andrew Smith 775-415-4362
40 Shawn Anderson
41 DAVE CHAMPION

42 Calli Moll 734-42-34519
43 Paul Moll 734-347-9037
44 Joan Macias 775-916-1705
45 Shirley Hays 702-253-8500
46 Anders Lu 775-764-1565
47 Jonathan Brown 775-253-2522
48 Julie Kelly (JCE) 757-03
49 Robbie K. Kelen
50 Kathleen 775-750-547
51 702-400-1097
52 Marie Cox
53 Elizabeth Contreras
54 James Terry
55 Ben Walker (Cable)
56 Elliott Hayes
57 Alissa Murphy #1518-320-4128
58 Adriana Maldonado 775-513-48
59 Lillian Calvert 775-209-41
60 John Armas 775-910-3024
61 MATT SAIT (609) 869-1608
62 M. M.
63 Mark S. Saito 775-201-3951
64 Nate Saito 537-1290

65 David Elmore 537-1290

66 [unclear] 702-688-1530

67 Jessica Medici 9109491

68 Ashley Dale

69 Dawn Beal

70 Rachel Kybal 513-79134

71 DONALD (FRANCO) (775)
Donald Franco 537-9995

72 Danna Green

73 Louis Rullig 457

74 Jim McCormick 724 612-246

75 Cynthia Brink

76 Shanna Lee

77 [unclear]

78 [unclear]

79 Sharon Hughes

80 Garry Jakes

81 Carol K. [unclear] 537-0558

82 Jim [unclear] 727-3894

83 [unclear]

84 Maudie Newman

85 Nico Deluise

86 [unclear]

87 Crystal Arana

88 [unclear]

89 [unclear]

90 [unclear]

91 [unclear]

92 Rachel Aldaner

93 [unclear]

94 [unclear]

95 Brent Meads

96 Megan Meads

97 TASHA Santiago

98 J. K. B.

99 [unclear]

100 Marsha Falloon

101 [unclear]

102 [unclear] 775 25358

103 [unclear]

104 Kelly Buff

105 Bill [unclear]

106 Aaron Fisher

107 Candace Simpson

108 Vanecia Ruff

109 Jamie Simmons

110 Jacob Gorchel

111 [unclear]

112 Sheri Natten



112.	Shantell Lopez	137.
113.	Derek Jackson	138.
114.	Derek Counts	139.
115.	J-M Bryan	140.
116.	DeMi 751-0652	141.
117.	Janel Rahl	142.
118.	Chris Ellis 415-902-7235	143.
119.	Helpout	144.
120.		145.
121.		146.
122.		147.
123.		148.
124.		149.
125.		150.
126.		151.
127.		152.
128.		153.
129.		154.
130.		155.
131.		156.
132.		157.
133.		158.
134.		159.
135.		160.
136.		161.

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 7-24-2012

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager
Matt Luis, Buildings & Grounds Manager

DATE: July 18, 2012

RE: **Discussion and Possible Decision** to Approve two Scopes of Work for GC Wallace to provide Engineering Services for the Fairgrounds Onsite and Offsite Improvements (Technical Drainage Study, Fox Avenue & Dalton Street Plans, Soccer Park & Parking Lot Plans, and Construction Administration Services) in an Amount Not to Exceed \$130,000 payable from the Fairgrounds Room Tax Fund and Park Impact Fees. (For Possible Action)

1.) Background

Nye County and Town staff have been meeting over the last year to discuss three outstanding Congressional Grants related to the Fairgrounds. One grant for \$198,400 was awarded to Nye County for a well to serve the Fairgrounds, and the other two grants, totaling \$495,400, were awarded to the Town for the development of an access road and facilities.

These grants will allow initial but limited construction to commence on a well and Fox Avenue from Gamebird into a designated 27 acre parcel which will support a future soccer field complex and related parking. This is a long term multi-million dollar project and was originally based on future residential development which unfortunately has ceased.

All three grants require that an Environmental Assessment be completed before work could commence. Last week we received USFWS acceptance of the Environmental Assessment, and it has been forwarded to HUD to allow future grant reimbursement requests.

The G.C. Wallace engagement proposals are to complete the roadway design and prepare bid and permit compliance package and construction management of a roadway and parking are during the next two months.

The engineering services agreements to be approved and executed are for a combined total of \$124,135 to complete a Technical Drainage study, Offsite Improvement Plans (Fox Avenue and Dalton Street designs), Onsite Improvement Plans (Soccer Park and Parking Lot), and Onsite and Offsite Improvements Construction Administration Services (permit approval, bid, and construction management services). However, staff is requesting a not to exceed amount of \$130,000 to provide contingency funds if needed. The Fairground site is unique and available drainage data is subject to change, necessitating future design or construction revisions.

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 7-24-2012

2.) Fiscal Impact

There currently are sufficient funds available and budgeted in the Fairgrounds Room Tax and Parks Impact Fee Funds.

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

3.) Town Manager Recommendation and Board Action Requested

The Town Manager respectfully recommends that the Town Board *move to approve authorizing the Town Manager to execute both engagement letters with G. C. Wallace Engineering to provide engineering services related to the Fairgrounds Onsite and Offsite Improvements, including Access Roads, Soccer Park and Parking Lot designs, RFP & construction management services, as outlined in this memo and attached proposals, in an amount not to exceed \$130,000 payable from the Fairgrounds Room Tax and Park Impact Fee Funds.*

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

(Attachments – G.C. Wallace Companies proposals for Fairgrounds Onsite and Offsite Improvements and Onsite and Offsite Improvements Construction Administration Services.)



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-A351-005C/005D/005E

July 13, 2012

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

Re: Town of Pahrump – Fairgrounds Onsite and Offsite Improvements

Dear Mr. Kohbarger:

In accordance with your request, G. C. Wallace, Inc. (GCW) is pleased to provide this proposal for Professional Engineering 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 fairgrounds project site is bordered by Highway 160 to the north and east, Gamebird Road to the south and Ironwood Avenue to the west. The Town of Pahrump is proposing to construct the soccer complex and access roadways on a portion of the undeveloped fairgrounds site. The proposed soccer complex is approximately 27 acres and will consist of eight (8) grass-lined soccer fields, a paved parking lot, and a concession stand/restroom building. The access roadways (Fox Avenue and Dalton Street) will consist of approximately 2,100 lineal feet along Fox Avenue and about 300 lineal feet along Dalton Street. Both Fox Avenue and Dalton Street will be designed with a 60-foot wide right-of-way and will include one 14-foot wide travel lane in each direction, a 5-foot wide bike lane in each direction, a 4-foot wide gravel shoulder and 7-foot wide ditch on both sides. Both proposed access roadways will be designed with a normal crown and no curb and gutter.

The specific scope of work for this project is as follows:

1. *Technical Drainage Study (398-A351-005C)* – GCW will prepare a Technical Drainage Memorandum (Memorandum) for the soccer complex and access roadways. Both proposed access roadways will be constructed with a normal crown and no curb and gutter. Since the intersection of Fox Avenue and Gamebird Road is located in a Federal Emergency Management Agency (FEMA) Special Flood Hazard Area (SFHA) Zone A, coordination with FEMA will be required.

Based on discussions with Nye County Department of Public Works (NCPW), existing and proposed conditions hydrology will be prepared for the site and offsite tributary area located between State Route 160 and the east boundary of the site. If proposed development increases either peak flows and/or volumes, then detention or other measures (including fees) may be required to mitigate the increase. Additionally, an analysis of ultimate conditions will not be required and this project will reference the Pahrump Regional Flood Control Master Plan.

The following tasks will be performed:

- Review previously approved drainage studies for adjacent sites and facilities.
- Prepare hydrologic models within the project for the 10-year, 25-year and the 100-year return period storm events for the existing and proposed conditions to determine peak flows and volumes.
- Prepare normal depth ditch and street calculations for offsite flow protection.
- Prepare Figures and Exhibits.
- Prepare and submit Memorandum and respond to one round of comments from NCPW.

The Technical Drainage Study fees are based on the following assumptions and exclusions:

- The grading plans and site layout, once set, will be final. Therefore, any modifications or changes to the grading plans and/or site layout after the drainage study has been started will require additional time and fees to incorporate.
- The soccer complex is not located in a Federal Emergency Management Agency (FEMA) Special Flood Hazard Area (SFHA).
- A portion of Fox Avenue is located in a Federal Emergency Management Agency (FEMA) Special Flood Hazard Area (SFHA) Zone A. A fee of \$5,000 is included for coordination with FEMA. However, fees for making a submittal to FEMA are not included. If a FEMA submittal is required, GCW will prepare a scope of work (including fees) for the client's authorization prior to proceeding with the work.
- A HEC-1 analysis will be prepared for existing and proposed conditions. Based on discussions with NCPW ultimate conditions will be referenced from the Pahrump Regional Flood Control Master Plan.
- Storm drain (100-year, 25-year, 10-year, nuisance, etc.) will not be required.
- Normal depth street, parking lot, and ditch calculations have been included.
- If onsite detention or other measures are required to mitigate post-development peak flows and volumes, then GCW will prepare a proposal for the client's authorization prior to proceeding with the work.
- The site is located adjacent to Pahrump Regional Flood Control Master Plan Facility Woodchips-Simkins Channel.
- Fee excludes client and agency meetings, submittal fees, improvement plan preparation, phasing, alternative analysis, mass grading, detention, retention, debris, scour, sedimentation and sediment transport analyses/design, HEC-RAS/HEC-2, WSPG, Standard Form 6 and FLO-2D modeling, Updates and Supplements, RFCD Amendments, FEMA CLOMR and LOMR requests, specifications, structural design, construction support, construction management and any other post-construction services and NDEP Storm Water Prevention Pollution Permit (SWPPP), BLM, NDOT, FEMA, LEED, Utility, Nevada Dam Safety, United States Bureau of Reclamation (USBR), United States Army Corps of Engineers (USACE) Section 404/Section 8 permitting, processing, addressing comments and/or coordination beyond what is listed above.

We propose to provide the services described in Item No. 1 on a Salary Cost basis with an estimated budget of \$13,500.00.

2. *Offsite Improvement Plans (Fox Avenue and Dalton Street) (398-A351-005D)* – GCW will prepare a complete civil package for the proposed access roadways – Fox Avenue and Dalton Street, which shall include the following:
 - a. Cover sheet
 - b. Notes sheet

- c. Horizontal control plans
- d. Utility plans
- e. Plan and Profile sheets
- f. Detail sheets
- g. Submit plans to Nye County for review and approval.
- h. Provide plans to Utilities Inc. of Central Nevada for their review purposes.

We propose to provide the services described in Item No. 2 on a Salary Cost basis with an estimated budget of \$16,500.00.

3. *Onsite Improvement Plans (Soccer Park and Parking Lot) (398-A351-005E)* – GCW will prepare a complete civil package for the proposed Parking Lot and Soccer – Fox Avenue and Dalton Street, which shall include the following:

- i. Cover sheet
- j. Notes sheet
- k. Horizontal control plans
- l. Utility plans
- m. Grading Plan sheets
- n. Detail sheets
- o. Submit plans to Nye County for review and approval.
- p. Provide plans to Utilities Inc. of Central Nevada for their review purposes.

We propose to provide the services described in Item No. 3 on a Salary Cost basis with an estimated budget of \$18,635.00.

The following items are excluded from the scope of this proposal:

- a. Entitlement services
- b. Traffic Study and/or Traffic Mitigation Letter
- c. Landscape Plans and Irrigation Plans
- d. Soils/Geotechnical consulting, pavement sections designs, and major subsurface drainage systems
- e. Potholing
- f. Structural calculations and/or designs (i.e., retaining walls, buildings, drainage structures, etc.)
- g. Planning exhibits, land use applications, and/or overlays
- h. Storm Water Pollution Prevention Plan
- i. Environmental Studies
- j. Legal descriptions and exhibits and easements

The fee for any Additional Services that may be requested by Client will either be negotiated and an addendum issued prior to commencement of said Additional Services or by mutual agreement, will be invoiced on a Salary Cost basis in accordance with the contract accepted by the Pahrump Town Board on July 14, 2009. Reimbursables will be a direct cost estimated to be **\$500.00** for reproduction of drawings, postage, shipping charges, mileage and other out-of-pocket expenses. These items will be invoiced at our actual costs.

If this proposal meets with your approval and reflects your understanding of the scope of work requested of GCW, please indicate your acceptance by signing the Letter of Authorization (attached) and return an executed copy to this office. Receipt of the signed Letter of Authorization will serve as notice to proceed.

Town of Pahrump
July 13, 2012
Page 4 of 5

398-A351-005

We would be happy to discuss any questions or clarifications you may require regarding this proposal. 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

T:\Summerlin\Proposal Log\2012\TOP-120713-Fairgrounds.doc

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 13th day of July, 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-A351-005

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.

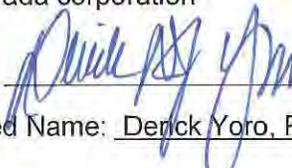
IN WITNESS WHEREOF, the parties have caused this Letter of Authorization to be executed on the date and year first written above.

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: July 13, 2012

Writer's Contact Information:

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

398-A351-005F/005G

July 13, 2012

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

Re: Town of Pahrump – Fairgrounds Onsite and Offsite Improvements Construction Administration Services

Dear Mr. Kohbarger:

In accordance with your request, G. C. Wallace, Inc. (GCW) is pleased to provide this proposal for Professional Engineering 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 specific scope of work for this project is as follows:

1. *Fairgrounds Onsite Improvements Construction Administration Services (398-A351-005F)*
 - a. *Pre-bid Services*
 - i. Process Fairgrounds Onsite Improvements for Approval – Process the improvement plan package prepared by GCW through Nye County for approval. This task includes responding to reasonable Nye County comments on the application and any minor clarifications.
 - ii. Permit Coordination – Coordinate with Nye County to determine what permitting will be required to the construction of the improvements.
 - iii. Planning Department Zoning Review Application – Prepare a Planning Department Zoning Review application and address any comments.
 - iv. Coordination – Provide coordination with the Nye County Building and Safety Department.
 - b. *Specifications* – GCW will prepare general conditions, bidding documents and technical specifications for the subject project.
 - c. *Progress Meetings* – Preconstruction, bi-weekly, and closeout meetings (total of 10 meetings).
 - d. *Site Inspections* – weekly site inspections (16 total).
 - e. *Weekly progress reports* – Via email (16 total).
 - f. *Pre-construction Schedule* (1 each).
 - g. *Project Timeline w/ major milestones* (1 each).
 - h. *Change Order Review* (assume 2 each).
 - i. Request for Information (assume 8 each).
 - ii. Technical Submittal Review (assume 10 each).
 - iii. Pay Application Review (assume 4 each).
 - iv. Construction Schedule Review (assume 8 hours).
 - v. Final Report (assume 1 each).

We propose to provide the services described in Item No. 1 on a Salary Cost basis with an estimated budget of \$38,500.00.

2. *Fairgrounds Offsite Improvements Construction Administration Services (398-A351-005G)*
 - i. *Pre-bid Services*
 - i. Process Fairgrounds Offsite Improvements for Approval – Process the improvement plan package prepared by GCW through Nye County for approval. This task includes responding to reasonable Nye County comments on the application and any minor clarifications.
 - ii. Permit Coordination – Coordinate with Nye County to determine what permitting will be required to the construction of the improvements.
 - iii. Planning Department Zoning Review Application – Prepare a Planning Department Zoning Review application and address any comments.
 - iv. Coordination – Provide coordination with the Nye County Building and Safety Department.
 - j. *Specifications* – GCW will prepare general conditions, bidding documents and technical specifications for the subject project.
 - k. *Progress Meetings* – Preconstruction, bi-weekly, and closeout meetings (total of 10 meetings).
 - l. *Site Inspections* – weekly site inspections (16 total).
 - m. *Weekly progress reports* – Via email (16 total).
 - n. *Pre-construction Schedule* (1 each).
 - o. *Project Timeline w/ major milestones* (1 each).
 - p. *Change Order Review* (assume 2 each).
 - i. Request for Information (assume 8 each).
 - ii. Technical Submittal Review (assume 10 each).
 - iii. Pay Application Review (assume 4 each).
 - iv. Construction Schedule Review (assume 8 hours).
 - v. Final Report (assume 1 each).

We propose to provide the services described in Item No. 1 on a Salary Cost basis with an estimated budget of \$37,000.00.

The fee for any Additional Services that may be requested by Client will either be negotiated and an addendum issued prior to commencement of said Additional Services or by mutual agreement, will be invoiced on a Salary Cost basis in accordance with the contract accepted by the Pahrump Town Board on July 14, 2009. Reimbursables will be a direct cost estimated to be **\$1000.00** for reproduction of drawings, postage, shipping charges, mileage and other out-of-pocket expenses. These items will be invoiced at our actual costs.

If this proposal meets with your approval and reflects your understanding of the scope of work requested of GCW, please indicate your acceptance by signing the Letter of Authorization (attached) and return an executed copy to this office. Receipt of the signed Letter of Authorization will serve as notice to proceed.

We would be happy to discuss any questions or clarifications you may require regarding this proposal. We look forward to working with you on this project.

Cordially,

G. C. WALLACE, INC.

A handwritten signature in blue ink, appearing to read "Derick D.J. Yoro".

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 13th day of July, 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-A351-005

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: July 13, 2012

Town of Pahrump

Job Description Form

Job Title: **Town Manager**

Department: **Administration**

Location: **Town Office**

Reports to: **Town Board**

Salary Range:

\$100,000 - \$165,750

Type of position:

Full-time

Part-time

Contractor

Volunteer

Hours_40_/week

FLSA Exempt

General Description:

Is responsible for the overall management of the Town of Pahrump and for the supervision of management staff and management of Town resources consistent with the administrative and policy direction of the Town Board. The position performs high-level administrative, technical, and professional work in directing and supervising the administration of Town government. Shall establish priorities, programs and acceptable performance levels for the operations of the Town of Pahrump. Is committed to the vision and values of the Town through ethical conduct, community stewardship, individual initiative and responsive service. This position is unclassified and "at-will," serving at the pleasure of the Town Board.

Essential Duties and Responsibilities:

The duties listed below are examples of work typically performed by an employee in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below.

1. Develops, evaluates, and implements administrative policies and procedures to meet Town Board goals and objectives; Advises the Board if new policies are warranted and/or whether existing policies are or are not effective for reasons for which they were adopted.
2. Supervises the performance of departments; directs the establishment of standards, goals, and objectives and evaluates the performance of departments; coordinates the activities of the various departments to ensure timely, efficient, and effective delivery of programs and services.
3. Selects, directs, develops, and evaluates management personnel; instructs and trains staff and provides training programs to enhance the capabilities of staff and improve the delivery of services;
4. Negotiates and/or supervises the negotiation of all Town of Pahrump contractual agreements subject to the limitations of law and Town Board direction; administers and enforces agreements.
5. Works jointly with the Finance Director in the development of the annual budget for approval by the Board; monitors expenditures to ensure compliance with budgets; accounts for variances between projected and actual expenditures, initiates remedial action, and reports significant variances to the Board.
6. Analyzes proposals regarding policies, programs, and services and develops recommendations to the Town Board; analyzes information pertaining to Town services and operations including policies, programs, methods, budgets, staffing, organization, and capital needs; writes reports and correspondence for government agencies, members of the community, and the Town Board.
7. Administers the preparation of Town Board meeting agendas; attends Town Board meetings; makes oral and written presentations to the Town Board and to other public and private groups; provides information to the news media and the public regarding Town operations; represents the Town of Pahrump with other government agencies and in meetings with the public.
8. Analyzes proposed legislation and administrative regulations for their impact on Town operations; reviews and makes recommendations to the Town Board regarding legislative activities; participates in the lobbying process by presenting oral and written testimony to appropriate bodies.

9. Provides direction and support to staff including advice and consultation to the members of the Town Board; receives, investigates, and resolves complaints and concerns regarding Town programs, services, and facilities; acts as liaison with cities, counties, regional, state, and federal agencies on a broad range of matters.
10. Assists the Town Board in the development of overall goals of the Town; provides leadership and direction in the development of short- and long-range plans for achieving overall goals; works with the Town Board and others to develop community and economic development plans.
11. Oversee the financial process to provide prepared expenditure vouchers for the Town Board's approval and signature. Should an emergency situation arise that calls for expenditure(s) not covered in the annual budget, the emergency shall be presented to the Board for approval as soon as possible. In the interim, the Town Manager may spend up to and including the amount that covers the emergency expenses without prior Town Board approval. A written report detailing the emergency expenditure shall be submitted to the Board, at the next Board meeting. At no time shall the Town Manager knowingly take any action that would be in conflict with any NRS.
12. Oversees the Town's personnel system including classification, compensation, benefits, recruitment and selection, and personnel policies.
13. The Town Manager has discretionary spending up to \$5,000.00 for non-emergency matters. He shall provide monthly reports of the non-emergency expenditures at the next Town Board meeting. The town manager may hire Contract labor that does not exceed a total sum of \$5,000.00. Any amount exceeding \$5,000.00 requires Town Board approval. Contract labor is for a specific job with specified payment and duration.
14. The Town Manager has the authority to determine appropriate staffing levels and to eliminate positions as he/she deems necessary with the exception of department head positions.
15. The Town Manager, if necessary, shall issue discipline up to and including termination to all employees pursuant to the Personnel Policy Manual and/or the collective bargaining agreement. The Town Manager must obtain approval from the Town Board to terminate a department head.
16. Maintain a working relationship with Federal, State and County officials and departments and to advise the Board of any friction that could be detected and recommend possible alternative action that could be taken to correct the situation.
17. Shall act as liaison between the Town Board and Town employees in all cases requiring the Town Board action pertaining to employees.
18. Informs the Town Board of operational problems and seeks advice and counsel on possible solutions.
19. Oversees labor relations function of the Town and recommends bargaining guidelines and settlements to the Board.
20. The town manager shall keep the Town Board advised of all proposed new construction, major changes, removals or destruction of Town properties and obtain prior Town Board approval.
21. The town manager shall set policy pertaining to the maintenance of, operation of, and use of Town owned vehicles except for those policies already established by the Town Board.
22. Performs related duties and responsibilities as required.

Education and Experience Requirements:

Any combination of training, education and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Bachelor's degree in public administration or related field, and eight years of progressively responsible management experience in public administration; Master's degree in public administration or related field is desirable; or any combination of education and experience, which would provide the applicant with the desired skills, knowledge, and ability, required to perform the job.

Knowledge, Skills and Abilities Requirements:

Knowledge of:

- principles of supervision, training and performance management;
- management skills to analyze programs, policies, and operational needs;
- computer programs/applications related to the work;
- standard office practices and procedures;
- business letter writing and standard format for typed materials;
- record keeping principles and practices;
- principles of public personnel administration and employee relations;
- laws and regulations which pertain to City/County operations, services, and programs. techniques for dealing with the public, in person and over the telephone; and
- principles of public budget preparation and administration;

Ability to:

- develop policies and goals consistent with Council/Board directives;
- effectively administer projects and operations consistent with City policies and goals;
- plan, direct, and evaluate the work of staff;
- develop, motivate, and supervise management staff and other direct reports;
- work effectively under the pressure of deadlines, conflicting demands, and emergencies;
- establish and maintain effective working relationships with all levels of City staff, elective and appointive bodies, and members of the general public;
- gain cooperation through discussion and persuasion;
- collect, interpret, and evaluate narrative and statistical data pertaining to policy, fiscal, and operational matters;
- analyze policies, regulations, projects, activities, and methods;
- select alternatives;
- project the consequences of proposed actions;
- implement administrative policies and work programs consistent with regulations and with City policies and goals;
- understand, interpret, and apply laws and regulations;
- present findings, recommendations, and policies to individuals and groups in an understandable and persuasive manner;
- design technically complex visual aids such as maps, tables, and charts;
- adapt readily to changes;
- use sound judgment when dealing with confidential data;
- prepare and make presentations to groups of varying sizes; and
- analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations.

Special Requirements: Possession of a valid Nevada driver's license is required at time of appointment.

Physical Demands:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Strength and stamina to sit at a desk; vision to read reports, financial data, and maps; hearing and speech to communicate in person or over the telephone; strength and stamina to drive long distances and to perform occasional light lifting, reaching, bending, and standing for long periods.

In compliance with applicable disabilities laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

Working Conditions:

Work is performed under the following conditions:

Generally clean work environment with limited exposure to conditions such as dust, fumes, odors or noise; periodic contact with angry and upset individuals; frequent interruptions of planned work activities by telephone calls, office visitors and response to unplanned events; travel from site to site; overnight and/or out-of-state travel, incumbents may be exposed to noise, dust, inclement weather conditions, and potentially hostile environments.

Town Manager:

Name: _____ Date: _____

Approved by Town Board:

Chairman: _____ Clerk: _____

Date: _____ Date: _____

This Job Description supersedes previous version dated: May 2003

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) 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> 7/11/2012	<u>DATE OF DESIRED BOARD MEETING</u> 7/24/2012
--	---

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Closed Session(s)

a. Discussion and Possible Decision regarding a Closed Session, to receive information advice from the Town Attorney regarding potential or existing litigation pursuant to NRS 241.015(2)(b)(2).

b. Discussion and Possible Decision regarding a Closed Session pursuant to NRS 288.220 for purposes of conferring with Town's Management Representatives Regarding Labor Negotiations.

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

BRIEF SUMMARY OF ITEM:

BACKUP ATTACHED: YES NO

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

SPONSORED BY:

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

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

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) 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
7/11/2012 7/24/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Discussion and Possible Decision regarding Issues Presented by the Town Attorney in closed session.

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.

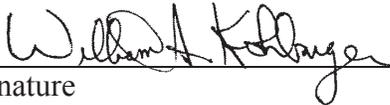
BRIEF SUMMARY OF ITEM:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Town Staff

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext. 305
Telephone Number

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) 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
7/11/2012 7/24/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Discussion and Possible Decision regarding Reduction in Force Pahrump Valley Fire
Rescue Service due to a lack of funds.

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.

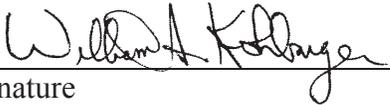
BRIEF SUMMARY OF ITEM:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Town Staff

SPONSORED BY:

William A. Kohbarger, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext. 305
Telephone Number

Town Manager Report

07/24/12

1. Town Board Directives

- a. None.

2. Petrack Park

- a. Field "C" lighting project – See Agenda Item 5d.

3. PARC/Fairgrounds

- a. See Agenda Item #8.

4. BLM Projects

- a. **Last Chance Park** –No new information at this time..
- b. **Airport Cost Recovery Account** –Town Staff has contacted BLM staff and is currently awaiting BLM availability for a meeting to sit down, discuss and set-up the CRA.
- c. **Land Sales** – Done.

5. POOL (New)

There was some vandalism last week (July 17, 2012) to the Pool. Someone broke into the office and damaged the vending machine, cash register, safe and backdoor. A report was filed with the Sheriff Department.

6. Airport (Update)

- a. The Town Manager has two (02) telephone appointments set with the FAA the week of July 23, 2012 to meet their new planner and to put the final touches on the EIS Phase II paperwork. The EIS Phase II will be brought to the Town Board for possible approve at the first Town Board meeting in August.

7. Columbarium (Update)

- a. The Columbarium concrete is complete. The Veterans Memorial Advisory Board met on July 19, 2012 and put together the final touches on the protocols and process for the Columbarium. These protocols and processes will be brought forth to the Town Board for possible approval at the second Town Board meeting in August.

8. Family Movie Night in the Park (Reminder)

- a. The Town Board approved the Family Movie Night during their regularly scheduled Town Board meeting on June 12, 2012. The following is a list of movies, dates and times:
 - i. Rango – Tuesday, July 03, 2012 dusk (@Petrack Park)
 - ii. Transformers – Saturday, July 14, 2012 dusk
 - iii. Happy Feet 2 – Saturday, July 21, 2012 dusk (@Petrack Park)
 - iv. Journey 2 – Saturday, July 28, 2012 dusk
 - v. Big Miracle – Saturday, August 04, 2012 dusk
 - vi. The Adventures of TinTin – Saturday, August 11, 2012 dusk
 - vii. Tooth Fairy 2 – Saturday, August 18, 2012 dusk

Town Manager Report

07/24/12

viii. Mystery Movie – Saturday, August 25, 2012 dusk

9. **Park User Fees (Update)**

- a. The date to bring the User fees forward has been change to a Town Board meeting August. Final touches are being applied.

10. **Town Board Goal and Objectives (New)**

- a. See attached July 2012 update report.

11. **Department Head Reports (New)**

- a. Fire-Rescue Service

12. **Town Manager Calendars (New)**

- a. July 2012
- b. August 2012

Goals & Performance Objectives 2011-2012 Monthly Update

Date Started/ Activity	Goal	Jul-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.		
4/23/2012	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.		

<p>6/12/2012</p> <p>6/22/2012</p> <p>6/28/2012</p> <p>7/2/2012</p> <p>7/16/2012</p>	<p>Town Board Approved the 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</p> <p>Town Manager received email from MEG pertaining to USFWS paperwork that needed to be completed.</p> <p>Town Manager completed USFWS paperwork and sent same to USFWS Representative (Mr. Senn)</p> <p>Town Manager received email from Mr. Senn indicating that USFWS signed off on the paperwork.</p> <p>Staff (Asst Finance) sent all completed paperwork (Request for Release of Funds) to HUD.</p>	
<p>10/20/2011</p> <p>11/2/2011</p> <p>12/19/2011</p> <p>1/18/2012</p>	<div data-bbox="189 414 1774 576" style="border: 1px solid black; padding: 5px;"> <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> </div> <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> <p>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.</p> <p>During a Dept Head meeting Staff (Fire Chief and B & G Mgr) advised that their staff members are checking as they drive around Town.</p> <p>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)</p>	<p>On-Going</p>
<p>10/18/2011</p> <p>11/8/2011</p> <p>11/28/2011</p> <p>11/29/2011</p> <p>11/29/2011</p>	<div data-bbox="189 1063 1774 1112" style="border: 1px solid black; padding: 5px;"> <p>#3 (VP#1) Revise Business License Program</p> </div> <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> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>2/1/2012</p>

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. (This goal has been completed)	3/10/2012
6/12/2012	Town Board approved Closing this Goal.	6/12/2012

	#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.	

<p>12/20/2011</p> <p>12/23/2012</p> <p>6/4/2012</p> <p>6/12/2012</p>	<p>Received an email from the BLM advising that they will know more about the funding pertaining to the mitigation 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>Town Manager sent an email to the BLM (Mr. Spencer) requesting an official status update of LCP.</p> <p>Received an email from the BLM (Mr. Spencer) that LCP is still alive. See Below Email Statement.</p> <p><u>Last Chance: the statement of work (SOW) for the required archeological work at Last Chance was just completed and submitted. This required considerable coordination and time on Kathleen's part with our State Office and SHPO to ensure that all contracted tasks are covered. As soon as the PR is approved, the SOW is released to interested parties and we select a qualified contractor to do the work. We'll keep you posted on our progress and once a contractor is selected, we will have a handle on the project schedule, which we will share with you.</u></p>	
<p>10/17/2011</p> <p>10/19/2011</p> <p>10/24/2011</p> <p>11/17/2011</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>12/31/2015</p>

Nov-11	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.
12/1/2011	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.
12/2/2011	Town Manager forwarded Mr. Kunzi's Legal Opinion to the FAA (Ms. Hunt & Mr. Pomeroy).
12/9/2011	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).
12/14/2011	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 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 I(c) 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

<p>3/20/2012 4/20/2012 5/14/2012 5/15/2012 5/16/2012 5/18/2012 5/23/2012 6/12/2012</p>	<p>with BLM staff and Town Board members before this item is brought forth. Town Manager spoke with FAA (Ms. Hunt) pertaining to Phase I(c). Town Manager spoke with L&B (Mrs. Potter) pertaining to Phase I(c) Town Manager started negotiations with L&B pertaining to Phase I(c) 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. Town Manager continued negotiations with L&B pertaining to Phase I(c). Town Manager and L&B agreed on a final numbers for Phase I(c) and notified the FAA (Mr. Pomeroy) of this fact. Town Manager contacted FAA (Mr. Novak) and advised him the Town wanted to go forward on obtaining a consultant to draft a FAA Financial Plan for the Town. The Town Board approved creating a CRA with the BLM for the Airport.</p>	
<p>11/17/2011 12/19/2011</p>	<p>#6 (VP#4) Complete 5-Year Strategic Plan Town Manager contacted the DH's (CS&D Mgr, HR, Finance Director, Fire Chief & B&G Mgr) and advised them all to start putting together the financial documentation for a five year Strategic Plan. Town Manager conducted a Department Head meeting and received updates from all DH's as to how far along their plans were.</p>	<p>6/1/2012</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>	<p>Unknown</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>12/19/2011</p> <p>1/18/2012</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>	<p>On-going</p>
<p>Oct-11</p> <p>Nov-11</p> <p>Dec-11</p> <p>1/9/2012</p> <p>Jan-12</p> <p>2/7/2012</p> <p>Feb-12</p> <p>Mar-12</p> <p>Apr-12</p> <p>May-12</p> <p>Jun-12</p> <p>Jul-12</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> <p>Staff (Town Manager/CSD Mgr/Finance Director) has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Town Manager attended the Governor's Press Conference via video conferencing.</p> <p>Staff (Town Manager/CSD Mgr/Finance Director) 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) has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p> <p>Town Manager has met with and attended all meetings pertaining to Eco Dev within the Town and County.</p>	<p>On-going</p>

<p>11/8/2011</p> <p>3/13/2012</p> <p>Apr-12</p>	<p>#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.</p> <p>Staff (Mr. Balloqui) attended the monthly joint Utilities meeting and started to gather information for the "One Stop Shop".</p> <p>Staff (Mr. Balloqui) attended the monthly joint Utilities meeting and started to gather information for the "One Stop Shop".</p> <p>Town Manager has started to gather material to create a One-Stop Shop document.</p>	<p>12/31/2012</p>
<p>11/2/2011</p> <p>4/16/2012</p> <p>6/20/2012</p>	<p>#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.</p> <p>Staff (TM & DHs) met to discuss this project and place a timeline on the completion of same.</p> <p>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.</p> <p>This project is still behind the given completion date timeline. Staff has changed some of the procedural due to changes in the Town staff.</p>	<p>3/31/2012</p> <p>Jun-12</p>
<p>Oct-11</p> <p>10/18/2011</p> <p>11/8/2011</p> <p>11/9/2011</p> <p>11/10/2011</p> <p>12/2/2011</p> <p>12/8/2011</p> <p>12/13/2011</p> <p>12/19/2011</p> <p>12/21/2011</p> <p>12/23/2011</p>	<p>#12 (CE#7) Complete Ruud Community Center roof repairs and/or construction of new Community Center.</p> <p>Staff (Building & Grounds Manager) has been research and putting together an RFP to replace both roof on the Ruud Community Center.</p> <p>Staff (Human Resources) placed the above mentioned RFP in the local and regional newspapers</p> <p>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.</p> <p>Town Manager issued a "Notice to Proceed" to Anthony Roofing & Waterproofing. Building/Grounds Mgr. hand delivered the "Notice to Proceed".</p> <p>Building/Grounds Mgr. met with Anthony Roofing to walk the BRCC Roof and set a timeline for the project.</p> <p>The Roof Reconstruction was started on December 2nd and was completed on December 09th.</p> <p>The Mold Remediation was started on December 08th and was completed on December 16th.</p> <p>The Town Board approved funds for the upgrades to the BRCC Kitchen.</p> <p>The Restoration of Room A, B and the Hallway is scheduled to start two days (December 19th) after the mold remediation is expected to be completed within one to two weeks.</p> <p>Converse tested the inside air of the BRCC. He Town is awaiting the results.</p> <p>Converse contacted staff (B&G Mgr) and advised the BRCC received passing marks for air quality. The Town</p>	<p>3/31/2012</p>

<p>1/10/2012 1/11/2012 2/9/2012 2/22/2012 3/19/2012 3/30/2012 6/12/2012</p>	<p>will be receiving a report from Converse within a week. Belfor completed the restoration of Rooms A & B and the Hallway. B & G Staff started their repairs/upgrades to the BRCC. Town Manager sent an email to the Town Board advising that the BRCC is open for limited use until the kitchen repairs are completed. 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. Staff (B&G Staff) were putting the finishing touches on the kitchen area. Staff (B&G Staff) finished the kitchen area. (This goal has been completed.) Town Board approved closing this Goal.</p>	<p>3/30/2012 6/12/2012</p>
<p>10/21/2011 11/8/2011 11/9/2011 12/19/2011 1/18/2012 2/21/2012 3/14/2012 3/27/2012 3/27/2012 5/15/2012 5/18/2012 5/31/2012 6/12/2012</p>	<p>#13 (CE#8) Complete Field C Park Lighting Project.</p> <p>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. Staff (Building & Grounds Mgr) placed the GC Wallace cost analysis on the 11/08/11 Town Board agenda. The Town Board approved moving forward. Town Manager signed and sent forward to GC Wallace the Letter of Authorization for the Petrack Park Lighting Design via email. Plans are being drawn up and staff (Mr. Luis) feels this project will be completed by Spring 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. 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. Staff (B&G Mgr.) advised that the plans were approved by Nye County and that we need to take the next step in placing an item on the Town Board agenda for pre-bid and administrative services. 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. The Town Board approved the above mentioned proposal and GC Wallace is following through. 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. The Field "C" Lighting project bid 2012-01 was posted in the local newspaper. The Town Engineers (GC Wallace) conducted a pre-bid meeting. Several prospective bidders attended this meeting. Town Board selected, awarded and approved funding for Bid 2012-01 to LaHaye Electrical for \$250,000.00</p>	<p>12/31/2012</p>

6/13/2012	Staff (Town Manager) sent a "Letter to Proceed" to LaHaye Electrical.	
Dec-11	#14 (CE#9) Refurbish public restrooms at Petrack Park. Buildings & Grounds have already started refurbishing the inside of the restrooms. They have applied garage floor coating to the floors.	3/31/2013
May-12	NOTE: This project has been placed in a holding pattern until the Field "C" Lighting project is completed.	
10/24/2011	#15 (CE#10) Oversee, guide, and work diligently to ensure the Pahrump Airport is completed in a timely manner. 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.	12/31/2015
11/17/2011	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.	
1/13/2012	Town Manager completed and forwarded the Airport Capital Improvement Plan (ACIP) to the FAA.	
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 I(c) 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 than 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 I(c).	
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	

<p>5/16/2012 5/18/2012 5/23/2012 6/12/2012</p>	<p>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. Town Manager continued negotiations with L&B pertaining to Phase I(c). Town Manager and L&B agreed on a final numbers for Phase I(c) and notified the FAA (Mr. Pomeroy) of this fact. Town Manager contacted FAA (Mr. Novak) and advised him the Town wanted to go forward on obtaining a consultant to draft a FAA Financial Plan for the Town. The Town Board approved creating a CRA with the BLM for the Airport.</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. No work has started on this project.</p>	<p>Unknown</p>
<p>12/19/2011</p>	<p>#17 (CE#16) Improve public relations for the Town. 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>	<p>On-going</p>
<p>9/26/2011 10/6/2011 10/24/2011 1/23/2012</p>	<p>#18 (CE#18) Continue work toward question of Town Incorporation. 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. 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. 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. Mrs. Murray, IAB Chair advised, via email, that the IAB has a meeting this Thursday evening (01/26/12) to</p>	<p>On-going</p>

<p>2/14/2012 3/13/2012 3/14/2012 6/12/2012</p>	<p>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. Town Manager placed the Incorporation Final Report on the Town Board agenda for 02/28/12. Town Manager placed the IAB recommendation on the Town Board agenda for possible approval. 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. Resolution #2012-11, A Resolution pertaining to the process for Incorporating the Town was placed on the Town Board agenda for possible approval.</p>	
<p>1/18/2012 5/30/2012</p>	<p>#19 (CE#21) Find and implement ways to help people who are disabled get to Town Board meetings. 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. Senior Center replays/head phones at meetings/wireless mic The Town was contacted by County staff and informed that the County had purchased a wireless microphone for the BoCC Chambers and that it was up and working.</p>	<p>Unknown</p>
<p>11/10/2011 12/6/2011 1/9/2012 7/10/2012</p>	<p>#20 (CE#24) Hold workshops/training as to Advisory Board roles, policies, and procedures. 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. Staff (Ms. Carns) sent out an email advising all that a date had been chosen to hold the workshop. That date being January 09, 2012 at 5:30 p.m. 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>On-going</p>
<p>11/8/2011 12/13/2011</p>	<p>#21 (TW#1) Brief status of all 'finalized' Goals monthly / Give estimated completion dates / State "closed" when completed. Town Board received an updated G&O status report. Town Board received an updated G&O status report.</p>	<p>On-going</p>

1/24/2012	Town Board received an updated G&O status report.	
2/28/2012	Town Board received an updated G&O status report.	
3/27/2012	Town Board received an updated G&O status report.	
4/24/2012	Town Board received an updated G&O status report.	
5/22/2012	Town Board received an updated G&O status report.	
6/26/2012	Town Board received an updated G&O status report.	
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
Oct-11	<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>	On-going
Nov-11	Staff (Town Manager and Town Attorney) continued the process of re-writing two Ordinances (PTO 35 & PTO 32)	
Dec-11	Staff (Town Manager and Town Attorney) continued the process of re-writing two Ordinances (PTO 35 & PTO 32)	
12/13/2011	Staff (Town Manager and Town Attorney) placed PTO 32 & 35 on the Town Board agenda for possible approval.	
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.	
12/13/2011	Town Board approved PTO 32	
12/23/2011	PTO 32 was published in the local newspaper	
12/30/2011	PTO 32 was published in the local newspaper	
1/13/2012	PTO 32 became law.	
2/14/2012	Town Board approved PTO 35.	
2/24/2012	PTO 35 was published in the local newspaper	
3/2/2012	PTO 35 was published in the local newspaper	
3/10/2012	PTO 35 became law	

<p>5/30/2012</p> <p>6/12/2012</p> <p>6/22/2012</p>	<p>Staff (Town Manager and Town Attorney) reviewed PTO 46 and agreed that PTO 46 needs to be repealed for several reasons. Mrs. Parker agreed with staff and placed same on the June 12, 2012 Town Board agenda to repeal.</p> <p>Town Board approved repealing PTO 46.</p> <p>PTO 46 was published in the local newspaper</p>	
	<p>#25 (TW#7) Incorporate all Town Board Goals into plans of action.</p> <p>In progress but no report to show at this time.</p>	<p>Unknown</p>
<p>9/27/2011</p> <p>3/27/2012</p> <p>6/12/2012</p>	<p>#26 (TW#8) Develop with TB, long- and short-term goals for the Town of Pahrump.</p> <p>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)</p> <p>Town Board created one additional Goal pertaining to Resolutions. (This goal has been completed)</p> <p>Town Board approved closing this Goal.</p>	<p>9/27/2011 (Closed) (Re-opened) 6/12/2012</p>
<p>10/10/2011</p> <p>10/11/2011</p> <p>Oct-11</p> <p>1/4/2012</p> <p>2/9/2012</p>	<p>#27 (HK#1) Keep on top of international tourist attraction project. Assisting Contour and Vercitas when and where ever</p> <p>Town Manager arranged meetings with Town Board members and Contour Entertainment to answer questions pertaining to Phase I Final Report</p> <p>Town Manager arranged meetings with Town Board members and Contour Entertainment to answer questions pertaining to Phase I Final Report</p> <p>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.</p> <p>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).</p> <p>Ad Hoc Committee met to discuss Phase II.</p>	<p>On-going</p>

<p>2/22/2012 3/22/2012 4/5/2012 4/19/2012 5/3/2012 5/21/2012 5/22/2012 5/22/2012 7/18/2012</p>	<p>Ad Hoc Committee met to discuss Phase II. Ad Hoc Committee met to discuss Phase II. Ad Hoc Committee met to discuss Phase II. 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. Ad Hoc Committee met to discuss Phase II Contour Entertainment (Mr. Brown) attended the BoCC and gave a small presentation on this project. Meetings are arranged on the 21st and 22nd for Town Board members to meet with Mr. Brown to discuss Phase II. The Town Board approved moving forward with Phase II. The Town Manager met with Contour to discuss Phase II operations.</p>	
<p>10/25/2011 10/27/2011 12/21/2011 12/27/2011 6/8/2012</p>	<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> <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> <p>The Information Packet was updated and will be attached to the Town Manager's June Report.</p>	<p>12/31/2011 On-going</p>
<p>10/20/2011 1/18/2012</p>	<p>#29 (HK#5) Name badges for office personnel. Make current the Town Board member list/plaque on wall in Town office.</p> <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</p>	

2/8/2012	Plus for the creation of and mounting of the plaques. Should have results within three weeks.	2/8/2012
6/12/2012	The Plaque was completed and placed on the Town Office wall by Building & Grounds staff. (This goal has been completed) Town Board approved closing this Goal.	6/12/2012
3/27/2012	#30 (TW#9) Review all Town Resolutions to assure practicality and currency and codify.	
4/6/2012	Town Board added this G&O to the list.	
May-12	Volunteer writing down titles of all resolutions. Volunteer still writing down titles of all resolutions. She is almost complete at which time the Committee will meet to review all titles.	
6/11/2012	The volunteer has completed writing down all Resolution Titles. The Committee can now meet to discuss and review all Resolutions.	

Pahrump Fire-Rescue Service



Monthly Report Jun-12

Scott F. Lewis
Fire Chief

Department Responses:

Monthly Response Total:

	<u>June</u>
Fire:	138
EMS:	502
Total:	640

Response Type:

Fire Incident Type:

	<u>Month</u>
Fires (structures, vehicles, brush, etc.)	33
Rescue/MVAs/Medical Assists	44
Hazardous Conditions/No Fire:	2
Service Assignments:	36
Good Intent Calls:	8
False Calls(alarms & intentional)	10
Special Incidents (miscellaneous)	5
Total:	138

EMS Responses:

	<u>Month</u>
911 Responses	298
Interfacility Transf.	143
AMA:	61
Totals:	502
Civilian Fire Deaths:	0
Civilian Fire Injuries	2
Firefighter Injury	0
Other Public Servants:	0

Mutual Aid Provided:	3
Mutual Aid Received:	1

Apparatus and Facilities:

Apparatus Issues:

* All apparatus in service

Building Issues:

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

Activities:

Completed:

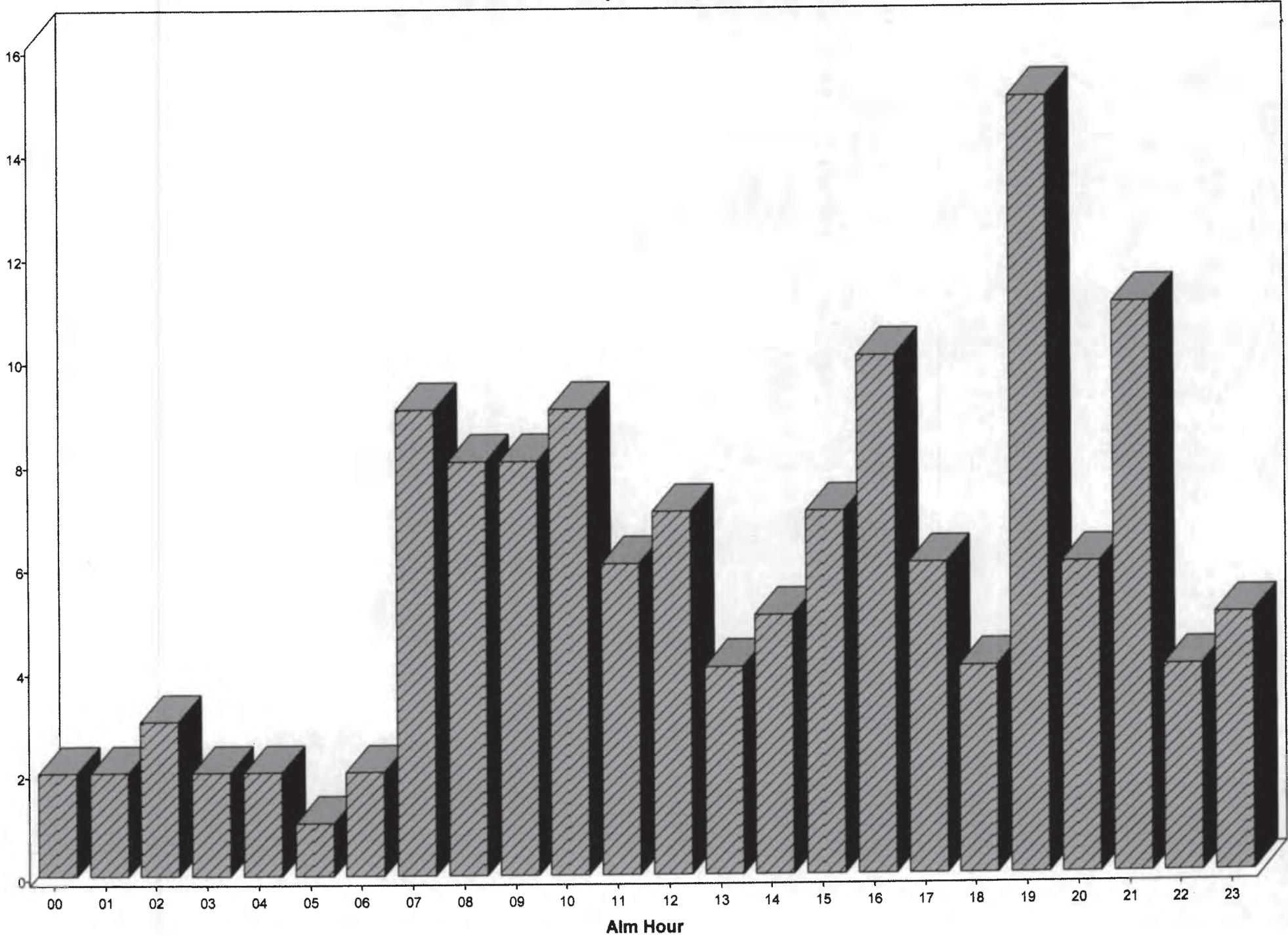
- * PVFRS Hosted a two-day meeting regarding "Children Safety".
- * Lt. Steve Moody participated in a television program for summer safety.
- * Annual fire extinguisher inspection and testing completed
- * PVFRS inspected and protected the Pahrump Nugget Fireworks display.
- * Chief Lewis attended a NYECC Drug/Children Mtg
- * Chief Lewis participated in a Child Death Review Team Meeting
- * Chief Lewis attended the CCA quarterly meeting
- * Chief Lewis was requested to become a Board Member of a Child Advocay Program.
- * Chief Lewis participated in a suicide roundtable meeting with local officials
- * Fire Chief attended numerous meetings with Nye Planning, Buildings and Safety, VEA/Utility, DV Hospital, etc.

Upcoming:

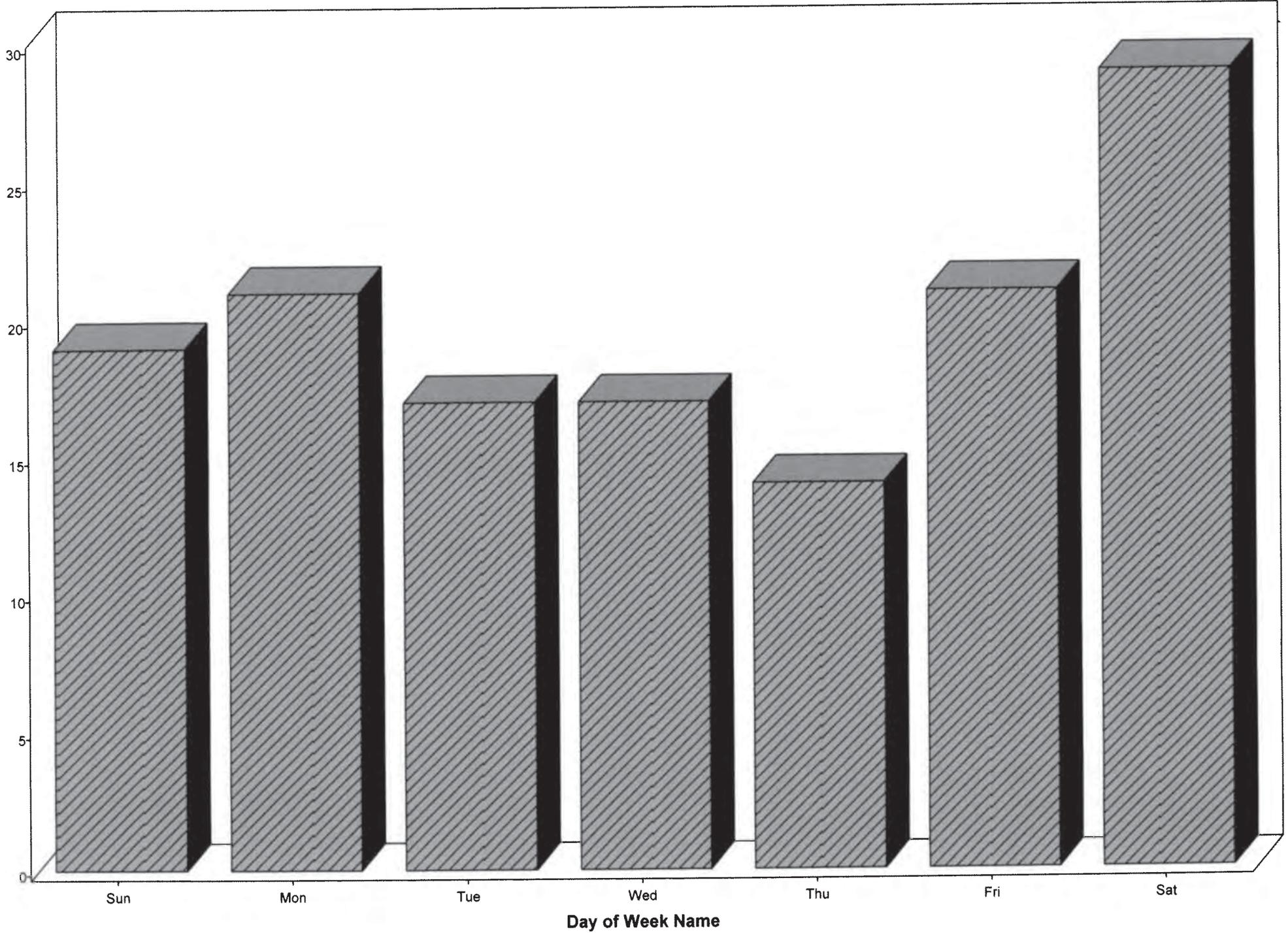
- * Continue Pre-Fire Plans

Miscellaneous:

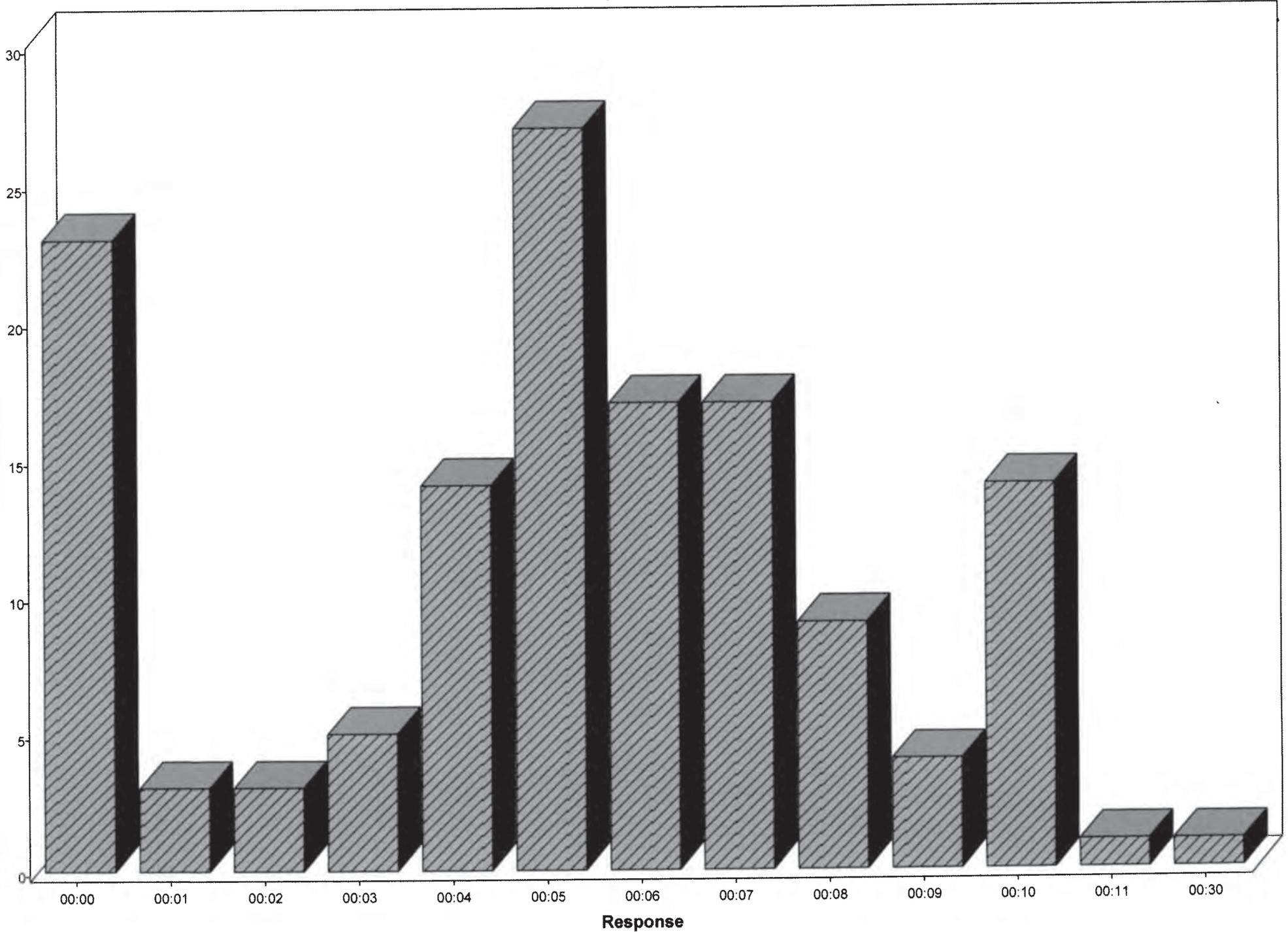
Count of Incidents by Alarm Hour
Alarm Date Between {06/01/2012} And {06/30/2012}



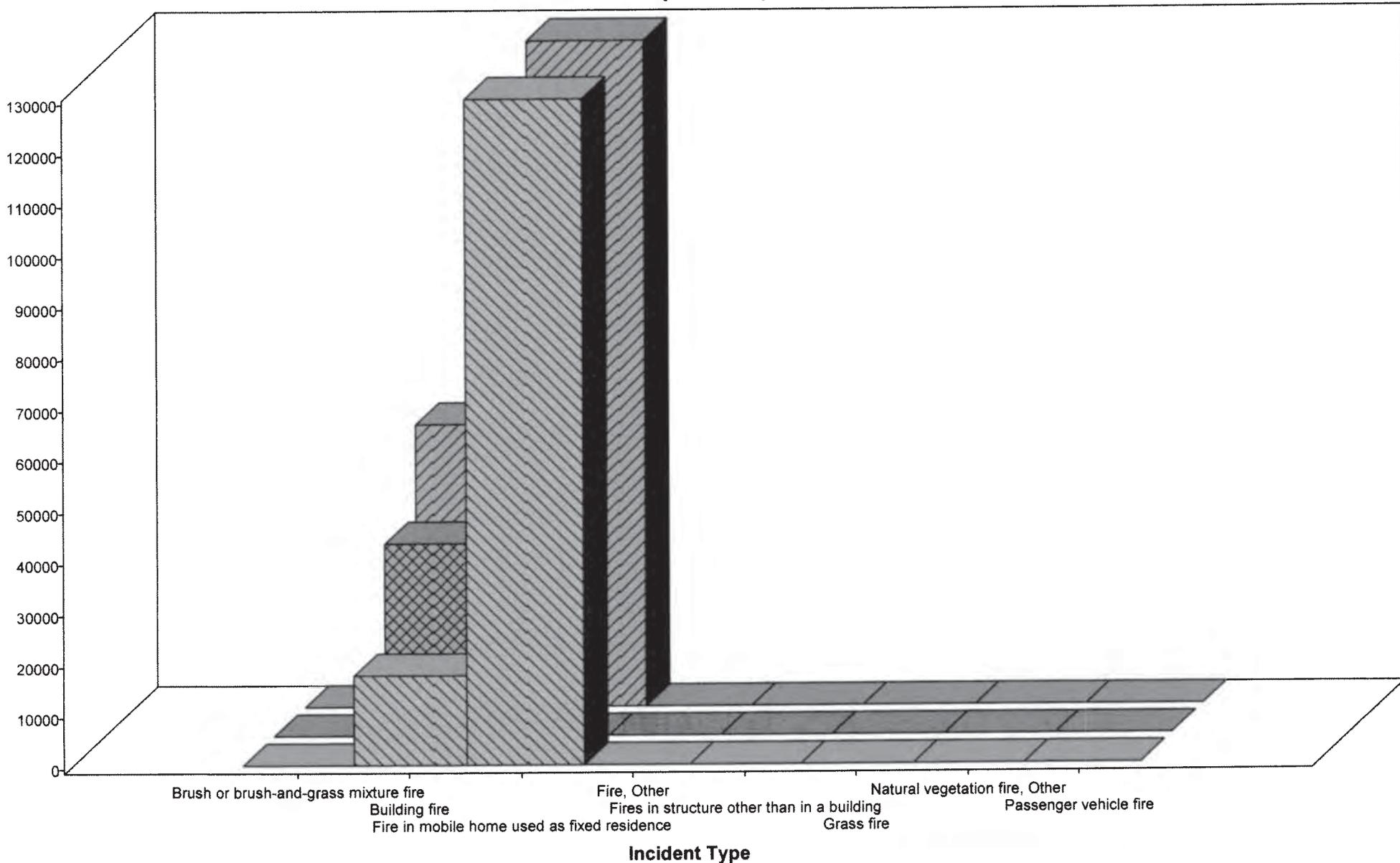
Incident Responses by Day of Week
Alarm Date Between {06/01/2012} And {06/30/2012}



NFIRS Incidents by Response Time (in minutes)
Alarm Date Between {06/01/2012} And {06/30/2012}

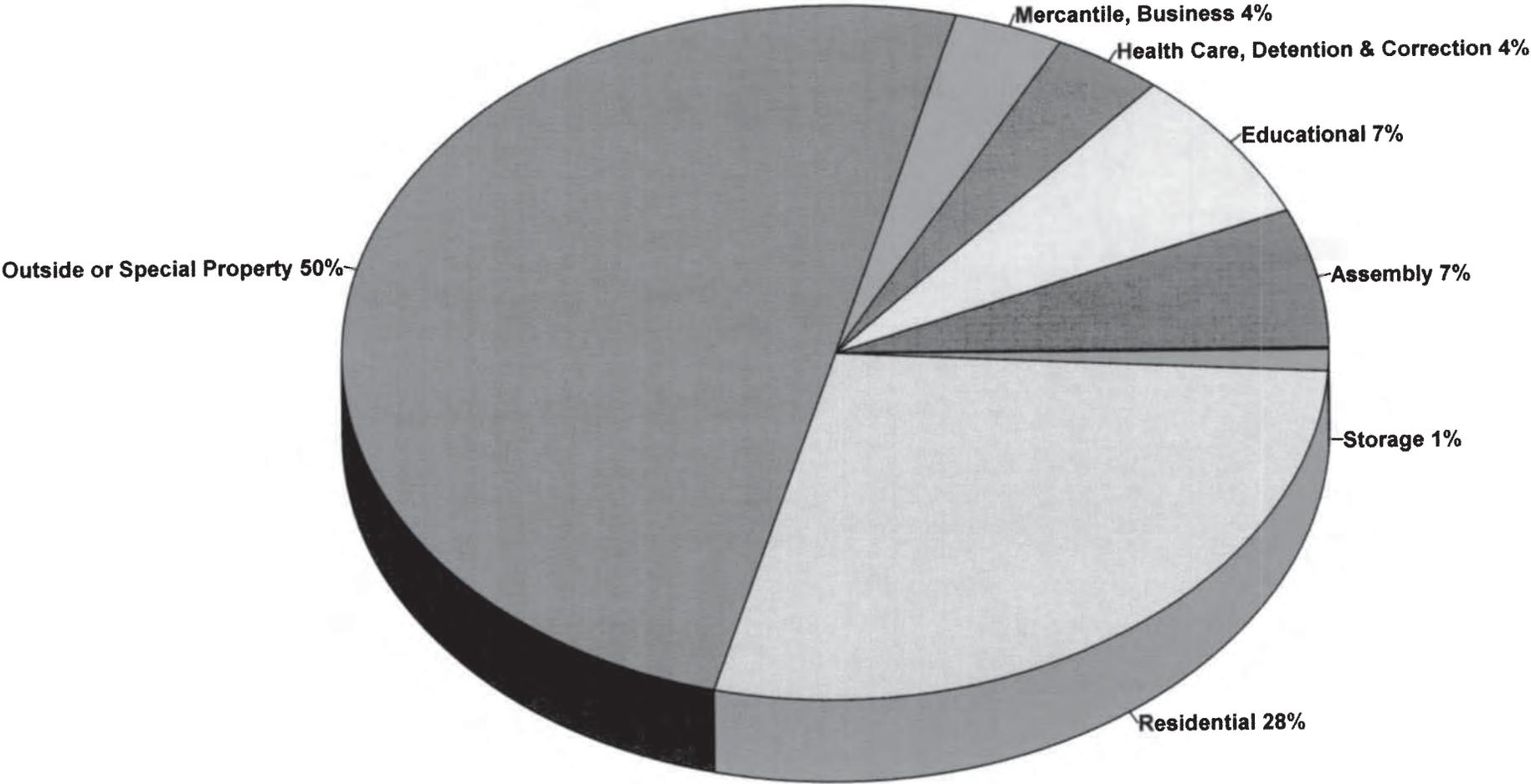


Fire Loss Analysis
Alarm Date Between {06/01/2012} And {06/30/2012}



Value
 Loss
 Saved

Property Use Summary
Alarm Date Between {06/01/2012} And {06/30/2012}



July 2012

July 2012

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2012

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 1 - 7	Jul 1	2	3	4	5	6	7
			9:00am 10:00am 9 AM Meeting Tom and Bill (VEA) - Rebecca 9:00am 10:00am VEA Tom (VEA) - Rebecca Oscarson	6:00pm 7:30pm Rotary			
Jul 8 - 14	8	9	10	11	12	13	14
			9:00am 9:30am Utility Meeting 7:00pm 11:00pm TB Meeting (County Complex)	10:00am 12:00pm POOL/PACT 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 offi 1:00pm 2:00pm Legislative Committ	8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin 10:30am 11:00am IAFF Step 3	
Jul 15 - 21	15	16	17	18	19	20	21
		1:30pm 2:30pm Clothing Optional Ordinance (Pahrump Admin) - Pamela Webster	7:30am 5:30pm N2S2 Tour	1:00pm 4:00pm Contour 6:00pm 7:30pm Rotary	10:30am 12:00pm July 19 Legislative Committee Teleconference (Tele 12:00pm 1:00pm NOTO (Hospital)		
Jul 22 - 28	22	23	24	25	26	27	28
		10:00am 11:00am FAA	10:00am 11:00am Stu Smith 1:30pm 3:30pm NV Bike Plan Meeting # 7:00pm 11:00pm TB Meeting (County Co	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	
Jul 29 - Aug 4	29	30	31	Aug 1	2	3	4
	TM Stay	5:00pm 6:00pm Nevada Outreach (NOTO)	9:00am 9:30am City Managers Conference Call (229-1048) - Betsy Fretwell				

August 2012

August 2012							September 2012						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 29 - Aug 4	Jul 29	30	31	Aug 1 6:00pm 7:30pm Rotary	2	3	4
	5	6	7 9:00am 10:00am 9 AM Meeting Tom and Bill (VEA) - Rebecca 9:00am 10:00am VEA Tom (VEA) - Rebecca Oscarson	8 2:30pm 4:00pm MeetingNotice (Videoconference) - 6:00pm 7:30pm Rotary 6:00pm 6:30pm Regional Planning C	9 7:00am 8:00am Tourism 9:00am 10:00am Death Valley/Arlette 11:00am 12:00pm Ad Hoc Mtg (Admin offi	10 8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster	11
Aug 5 - 11	12	13	14 9:00am 9:30am Utility Meeting 7:00pm 11:00pm TB Meeting (County Complex)	15 6:00pm 7:30pm Rotary	16	17	18
	19	20	21 8:00am 4:00pm IAFF Arb 9:30am 10:00am City Managers Conference Call (229-1048) - Betsy Fr	22 6:00pm 7:30pm Rotary	23 11:00am 12:00pm Ad Hoc Mtg (Admin office) - Pamela Webster	24 8:30am 9:30am Bi-Weekly Economic Development Update Mtg (Admin Office) - Pamela Webster	25
Aug 12 - 18	26	27 5:00pm 6:00pm Nevada Outreach (NOTO)	28 7:00pm 11:00pm TB Meeting (County Complex)	29 6:00pm 7:30pm Rotary	30	31 8:30am 4:00pm IAFF Arb	Sep 1
	19	20	21	22	23	24	25
Aug 19 - 25	26	27	28	29	30	31	Sep 1
	26	27	28	29	30	31	Sep 1
Aug 26 - Sep 1	26	27	28	29	30	31	Sep 1
	26	27	28	29	30	31	Sep 1

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) 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
7/11/2012 7/24/2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Adjournment

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

BRIEF SUMMARY OF ITEM:
Good Night Town Board, Citizens and Staff.

BACKUP ATTACHED: YES NO

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

SPONSORED BY:

Pahrump Town Board Pahrump Town Board
Print Name Signature

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