

# PAHRUMP TOWN BOARD AGENDA

Harley Kulkin Chair	Bill Dolan Vice-Chair	Tom Waters Clerk	Robert Adams Member	Amy Riches Member
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## 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 and when appropriate to augment our resources.*

## **NOTICE TO MEMBERS OF THE AUDIENCE**

The Pahrump Town Board meets the second and fourth Tuesday of each month at in the Nye County Building, 2100 E. Walt Williams Drive. Agendas are available at the Town Office (400 Highway 160) on the Thursday prior to each Board meeting and are posted on the Town website at [www.pahrumpnv.org](http://www.pahrumpnv.org). Copies may also be requested from the Town office from Stephanie Massimino at (775) 727-5107. Please find a video of our Pahrump Town Board meetings at the following link - URL **Granicus Instructions:**

[http://nyecounty.granicus.com/MediaPlayer.php?view\\_id=3&clip\\_id=330](http://nyecounty.granicus.com/MediaPlayer.php?view_id=3&clip_id=330)

BOARD MEMBER	PHONE	EMAIL	TERM EXPIRES DECEMBER 31
Harley Kulkin	727-1525	<a href="mailto:hkulkin@pahrumpnv.org">hkulkin@pahrumpnv.org</a>	2014
Bill Dolan	910-1617	<a href="mailto:bdolan@pahrumpnv.org">bdolan@pahrumpnv.org</a>	2016
Dr. Tom Waters	764-0949	<a href="mailto:twaters@pahrumpnv.org">twaters@pahrumpnv.org</a>	2014
Robert Adams	910-1965	<a href="mailto:radams@pahrumpnv.org">radams@pahrumpnv.org</a>	2014
Amy Riches	764-0751	<a href="mailto:ariches@pahrumpnv.org">ariches@pahrumpnv.org</a>	2016

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

## **SPECIAL NOTES:**

Public comment is limited to 3 minutes, unless extended by the Town Board Chair. It is requested that advisory reports and or presentations be kept to 15 minutes.

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.

## **MEETING CONDUCT:**

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. The Town Board shall have the power to prevent, punish and restrain any disorderly conduct. NRS269.215.

**PAHRUMP TOWN BOARD MEETING  
NYE COUNTY CENTER  
2100 E. Walt Williams Drive  
TUESDAY – 5:00 P.M.  
March 25, 2014  
AGENDA**

- 1. Call to Order, Moment of Silence, and Pledge of Allegiance.**
- 2. Consideration** to Move the Order of or Deleting an Agenda Item(s).
- 3. Public 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).
- 4. Board and Staff Comments:** 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. Announcements** (Non-Action Item)
- 6. Consideration to adopt** Consent agenda items: (For Possible Action)
  - a. Action – Approval of Town Vouchers.
  - b. Action – Approval of Town Board meeting minutes for March 11, 2014.
  - c. Action – Approval of 100% increase in compensation to Pahrump Town Board members.
  - d. Action – Approval of Resolution 2014-05 Events Advisory Board.
  - e. Action – Approval of a Proclamation in recognition of National Service Day, April 1, 2014.
  - f. Action – Approval of Walter Walker Hartley and Daniel McMenemy as a member and alternate (respectively) on the Veterans Memorial Board.
- 7. Advisory Board Reports** from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards. (Non-Action Item)
- 8. Presentation** by Rachael Roberts regarding renovations to Petrack Park Pool and possible action to provide year round amenity (For Possible Action).
- 9. Presentation** by Paul Fleming of Wecom Inc. and possible action to lease space on the Town Pahrump’s Cell Tower to Wecom (For Possible Action).
- 10. Consideration** to approve the appointment of Butch Harper as the Pahrump Goodwill Ambassador (For Possible Action).
- 11. Consideration** to approve change in Town Board meeting time from 5 p.m. to 6 p.m. (For Possible Action).
- 12. Consideration** to approve recommendation from PTAB to award RFQ 2013-05 to Braintrust Marketing and Communication and to direct staff to proceed with contract negotiations (For Possible Action).

13. **Consideration** to approve Travel Policy for members of the Pahrump Town Board (For Possible Action).
14. **Consideration** to approve renovation of Petrack Park basketball courts in an amount not to exceed \$25,000.00 (For Possible Action).
15. **Consideration** to approve the implementation of a new Board policy that directs staff to manage all media purchases and/or advertisement on behalf of the Town of Pahrump. (For Possible Action)
16. **Closed Session(s).**

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

17. **Future Meetings/Workshops: Date, Time and Location:** Regular Town Board Meeting April 8, 2014 (Non-Action Item)
18. **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)

**19. 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





**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 3/7/2014	<u>DATE OF DESIRED BOARD MEETING</u> 3/25/2014
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**CIRCLE ONE:**    Action Item                      Non-Action Item                      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Town Board/Staff Comments

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

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED:     YES                       NO

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

SPONSORED BY:

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

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 3/7/2014	<u>DATE OF DESIRED BOARD MEETING</u> 3/25/2014
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**CIRCLE ONE:**    Action Item                      Non-Action Item                      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Announcements

*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 announcements.

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED:        X YES                       NO

NAME OF PRESENTER(S) OF ITEM:    Pahrump Citizens, Town Board & Staff

SPONSORED BY:

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

March 25<sup>th</sup>, 2014

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

- Public Lands Advisory Board on April 1<sup>st</sup>, 2014 at 7:00 pm
- Nuclear Waste and Environmental Advisory Board on April 3<sup>rd</sup> at 11:00 am
- Community Center/Civic Center Advisory Board on April 4<sup>th</sup> at 4:00 pm
- Youth Advisory Board on April 9<sup>th</sup> at 2:30 pm
- Arena Advisory Board on April 10<sup>th</sup> at 7:00 pm
- Parks & Recreation Advisory Board on at April 16<sup>th</sup> 6:30 pm
- Veterans' Memorial Advisory Board on April 17<sup>th</sup> at 6:00 pm

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

- Tourism Advisory Board on May 8<sup>th</sup>, 2014 at 8:00 am.

- The Social Security Office meets the last Tuesday of the month at the Bob Ruud Community Center starting at 9:00 am.

**AGENDA ITEM REQUEST**

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
3/7/2014	3/25/2014

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**CIRCLE ONE:**    Action Item                  Non-Action Item                  Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Consideration for possible action of approving Town Vouchers (Consent Agenda Item A)

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*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:

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STAFF COMMENTS/RECOMMENDATIONS:

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BACKUP ATTACHED:     YES                   NO

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

SPONSORED BY:

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

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



**PAHRUMP TOWN BOARD MEETING  
NYE COUNTY CENTER  
2100 E. Walt Williams Drive  
TUESDAY – 5:00 P.M.  
March 11, 2014  
Minutes**

**PRESENT:**

*Town Board:*

*Harley Kulkin  
Bill Dolan  
Dr. Tom Waters  
Robert Adams*

*Staff:*

*Susan Holecheck, Town Manager  
Brett Meich, Legal Counsel  
Michael Sullivan, Finance Director  
Scott Lewis, Fire Chief  
Stephanie Massimino, Executive Assistant  
Alexandra Crow, Business License Tech*

**ABSENT:**

*Town Board:*

*Amy Riches*

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

*Mr. Kulkin called the meeting to order.*

*Dr. Waters led the Moment of Silence and Pledge of Allegiance.*

**2. Consideration to Move the Order of or Deleting an Agenda Item(s).**

*Nothing was moved.*

**3. Public 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).**

*Public comment was heard.*

**4. Board and Staff Comments: 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).**

*Mr. Dolan stated the Balloon Festival was a success and thanked everyone for their hard work. He also stated that a total of 23 balloons flew this past weekend. He then expressed concern about a recent newspaper article.*

*Mr. Kulkin thanked everyone involved in the balloon Festival and saw some great success.*

*Ms. Holecheck introduced the new employee of the Town of Pahrump.*

5. Announcements

*Announcements were read by Dr. Waters.*

*Nye Communities Coalition April 5<sup>th</sup> will be driving patients into a free clinic in Las Vegas for free health clinic.*

*Mr. Richard Goldstein announced on behalf of the local Boy Scouts Club they were selling coupon cards to send the boys to camp and would be having a pancake breakfast in April.*

6. Consideration to adopt Consent agenda items:

- a. Action – Approval of Town Vouchers.
- b. Action – Approval of Town Board meeting minutes for February 11, 2014.
- c. Action – Approval of Town Board meeting minutes for February 25, 2014
- d. Action – Approval of Accounts Payable Vouchers for the time period November/December 2014 given the cancellation of the November 25<sup>th</sup> and December 23, 2013 meetings.
- e. Action – Approval of retention of Daniel McArthur as the Town of Pahrump’s External audit for the Fiscal Year 2013-2014.

*Dr. Waters pulled D for further discussion.*

**Mr. Dolan motioned to approve consent agenda items a,b,c,e.**

**Mr. Adams seconded.**

**Motioned carried, 4-0.**

Item d Discussion

*Dr. Waters stated this was giving the Town the authority to staff to process vouchers during the period when no meetings occurred after Broad review. He wanted to clarify it for the public since they questioned why the action is taken so far in advance.*

**Dr. Waters motioned to approve consent agenda item D.**

**Mr. Dolan seconded.**

**Motioned carried, 4-0.**

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

*Mr. Kulkin stated the CC/CCAB would be going to Beatty to see their convention center.*

*Mr. Pawlak reminded the Board that the NWEAB was getting prepared for the Earth Day event that is now joined with the Easter events.*

8. Presentation regarding the 2014 Pahrump Regional Master Plan and recommendation to the Pahrump Regional Planning Commission.

*Mr. Bobby Lewis, Mr. “Bat” Masterson, and Mrs. Cheryl Beeman presented the Pahrump Regional Master Plan to the Pahrump Town Board.*

*Mr. Dolan asked about the Special Plan Development.*

*Ms. Beeman explained those Zonings were for special zones such as the Brothels.*

*Mr. Adams thanked the Planning and Zoning department for their hard work.*

*Dr. Waters thanked them for such a comprehensive report. He also appreciated that it was a “draft” so corrections could still be made such as the information for Great Basin College.*

*Mr. Kulkin asked about the density of the land.*

*Ms. Beeman stated that yes that was being looked at.*

*Public comment was heard.*

**9. Consideration to approve replacement refrigerators at 5 Town facilities pursuant to the mandate issued by the State of Nevada Health Division**

*Ms. Holecheck stated that redaction took away the date we were originally notified by accident which showed May last year. The Town then appealed but the Health Department has stated the Town must replace the refrigerators.*

*Mr. Matt Luis stated that because the refrigerators could have food in them anytime the Health Department required these to be upgraded.*

*Mr. Dolan stated he ran into Ms. Whitney Taylor at a meeting and she stated that several places in Town have this same issue. She said that the Town did need to show it was working on getting new refrigerators and that the Health Department would work with the Town to accomplish this.*

*Mr. Adams asked would it be possible to go to another organization that could sell us their commercial projects.*

**Dr. Waters motioned to approve Town staff to receive bids and purchase replacement refrigerators at 5 Town facilities pursuant to the mandate issued by the State of Nevada Health Department and before purchase staff would have the Town Board Chairman review bids.**

**Mr. Adams seconded.**

**Motion carried, 4-0.**

**10. Consideration to approve the engineering bid award for the completion of the proposed basketball courts at Simpkins Park.**

*Mr. Gary Guy Wilson from Gary Guy Wilson Architects stated that they facilitated the bids for Simpkins Park basketball court stated they informed the bidders they would take a week to reply to the bid.*

*Mr. Dolan expressed concern because even though this was the lowest bid it also included a change out possible amount of \$7,500.00. He felt this would help the contractor use the Town in a way that would make him more money instead of making sure the work was done with the need of change orders.*

*Mr. Luis assured Mr. Dolan that change orders had to be approved by the Town first and having this in the contract simply allowed the work to continue while the Town reviewed the change order. Mr. Luis continued on by saying this was just in case something serious came up once the top layer of land was removed. He also stated that, even with the \$7,500 included, this was still the lowest bid.*

*Public comment was heard.*

**Mr. Adams motioned to approve the engineering bid award for the completion of the proposed basketball courts at Simpkins Park to Rally Contracting Corporation for \$116,325.00.**

**Dr. Waters seconded.**

**Motion carried, 3-1 with Mr. Dolan voting nay.**

**11. Closed Session(s).**

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

*The Board, Ms. Holecheck and Mr. Meich went into closed session.*

**12. Future Meetings/Workshops: Date, Time and Location: Regular Town Board Meeting March 25, 2014**

*Ms. Holecheck reminded everyone to the retreat at the Bob Rudd Center at noon-4:00 PM March 19<sup>th</sup>. This is also the same day at the Citizen Coffee that would begin at 8:30 AM..*

**13. Public/Board/Staff Comment: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3).**

*Public comment was heard.*

*Fire Chief. Scott Lewis announced the names of all the Fire Department hires. He stated the engine being bought would be looked at tomorrow.*

**13. Adjournment**

*Meeting adjourned at 7:16 pm.*

**AGENDA ITEM REQUEST**

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DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
3/10/2014      3/25/2014

CIRCLE ONE: Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Consideration to approve a 100% increase in pay for Pahrump Town Board Members,

*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:  
Actually this item is for discussion only. The reality is that despite the enumerable hours that our Town Board members devote to being a Board member, they receive no compensation at all.

STAFF COMMENTS/RECOMMENDATIONS:  
Staff realizes the value of service given by the Town Board members and were it within the purview of the Town Manager, compensation should and would be afforded.

BACKUP ATTACHED:       YES       NO

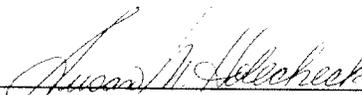
NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager

Print Name

Signature



400 N. Hwy 160

Mailing Address

(775) 727-5107 ext.

Telephone Number

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 3/10/2014	<u>DATE OF DESIRED BOARD MEETING</u> 3/25/2014
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**CIRCLE ONE:**      Action Item              Non-Action Item            Presentation

**ITEM REQUESTED FOR CONSIDERATION:**

Consideration to approve Resolution 2014-05 regarding the creation of an Events Advisory Board

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

**BRIEF SUMMARY OF ITEM:**

At the February 25, 2014 meeting the Board approved the creation of an Events Advisory Board. This resolution is merely a housekeeping item to assist with the implementation of creating the Board and is in keeping with previous Resolutions passed by the Town Board for the creation of advisory boards.

**STAFF COMMENTS/RECOMMENDATIONS:**

Staff would recommend approval.

BACKUP ATTACHED:       YES             NO

NAME OF PRESENTER(S) OF ITEM:    Susan Holecheck, Town Manager

**SPONSORED BY:**

Susan Holecheck, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext.  
Telephone Number

**RESOLUTION #2014-05  
PAHRUMP TOWN BOARD**

**A RESOLUTION CREATING AN EVENTS ADVISORY BOARD**

**WHEREAS**, the Town Board of the unincorporated Town of Pahrump is responsible for protecting the health, welfare and safety of the citizens of the Town of Pahrump; and

**WHEREAS**, to advance the interests of Tourism and Economic Development, The Town Board believes creating an Events Advisory Board could better assist those wishing to facilitate events within the Town of Pahrump; and

**WHEREAS**, it is the desire of the Pahrump Town Board to create and oversee the establishment and conduct of such an Advisory Board;

**NOW THEREFORE, BE IT RESOLVED:**

1. That the Town Board of the unincorporated Town of Pahrump hereby specifically creates an advisory board to be known as the Events Advisory Board;
2. That the duties, responsibilities and by-laws of this Advisory Board shall be determined by the Pahrump Town Board upon its creation;
3. That the Town Board of the unincorporated Town of Pahrump take all necessary steps to make appointments to this Advisory Board which reflect the community wide interest and scope thereof.

Motion proposed by Town Board Member:

Motion seconded by Town Board Member:

Vote:                   Ayes:    Nays:   Absent:

Approved on the \_\_\_\_ day of March 2014.

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Harley Kulkin, Chairman  
Pahrump Town Board

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Dr. Tom Waters, Clerk  
Pahrump Town Board





## **PROCLAMATION**

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, leaders of cities and towns nationwide are increasingly turning to national service and volunteerism as a cost-effective strategy to meet the needs of cities and towns; and

WHEREAS, national service participants address the most pressing challenges facing our cities and towns, from educating students for the jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, the Corporation for National and Community Service shares a priority with our governmental leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, mayors and leaders of towns across the country to recognize the impact of service on the Mayors Day of Recognition for National Service on April 1, 2014.

THEREFORE, BE IT RESOLVED that the Pahrump Town Board does hereby proclaim April 1, 2014, as National Service Recognition Day, and encourages residents to recognize the positive impact of national service in our town; to thank those who serve; and to find ways to give back to their communities; and

BE IT FURTHER RESOLVED that the Pahrump Town Board does especially recognize the AmeriCorps, VISTA's, Vet Corps and Senior Corps with the services they provide to our Pahrump community through the programs at RSVP, NyE Communities Coalition and Nye County School District.

\_\_\_\_\_  
Harley Kulkin, Chairman

\_\_\_\_\_  
Bill Dolan, Vice Chair

\_\_\_\_\_  
Dr. Tom Waters, Clerk

\_\_\_\_\_  
Robert Adams

\_\_\_\_\_  
Amy Riches



**PLEASE READ BACK OF APPLICATION BEFORE COMPLETING**

*Town Advisory Board (TAB) Application*

Name of Board: Veterans Memorial Board

Applicant Name: Walter Walker Hartley

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

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

Home Phone: No Phone Cell #: [REDACTED]

Work #: [REDACTED] Preferred # for Public Use: [REDACTED]

E-Mail Address: [REDACTED]

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

*I am a veteran who served in the Marine Corps and received an honorary discharge after serving for twelve years. I have been in the funeral industry in the State of Nevada since 1997 and a licensed Funeral Director since 2003. It is my passion to care for the veterans and their families and to be able to give them their last salute.*

Are you currently employed by a public entity? Yes  No  If yes, which entity? \_\_\_\_\_

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

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

*Walter Walker Hartley*  
Signature

Nov-7, 2013  
Date

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

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

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

**PLEASE READ BACK OF APPLICATION BEFORE COMPLETING**

*Town Advisory Board (TAB) Application*

Name of Board: PAHRUMP VETERAN'S MEMORIAL ADVISORY BOARD

Applicant Name: DANIEL McMENAMEN

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

Mailing Address: SAME AS ABOVE City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: [REDACTED] Unlisted? Yes  No  Fax: \_\_\_\_\_

Cell #: [REDACTED] Work #: \_\_\_\_\_

E-Mail Address: [REDACTED]

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

*I am a Pahrump resident.  
USAF veteran, and currently active in the Pahrump DAV chapter.  
Retires senior executive with a masters degree in operations.  
Interested in all veterans activities and affairs.*

Are you currently employed by a public entity? Yes  No  If yes, which entity? \_\_\_\_\_

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

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

Daniel McMenemy  
Signature

21 FEB 2014  
Date

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

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

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

**AGENDA ITEM REQUEST**

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
3/7/2014	3/25/2014

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**CIRCLE ONE:**    Action Item                      Non-Action Item                      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Advisory Board Reports

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*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:

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STAFF COMMENTS/RECOMMENDATIONS:

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BACKUP ATTACHED:     YES                       NO

NAME OF PRESENTER(S) OF ITEM:    Town Board & Advisory Boards

SPONSORED BY:

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

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



# Pahrump Town Pool Proposal

March 10, 2014

Submitted by: Rachael Roberts

Title: Upgrade of current town pool to a year round accessible Aquatic Center

Date Started: August 2013

## Section 1 – Observed Background

Our town of Pahrump is approaching 40,000 residents with at least 20% under the age of 18 (approx. 8,000), at least 25% over the age of 65 (approx. 10,000), according to the US Census Bureau. Pahrump and Nye County residents are in need of a community year-round Aquatics Center to greatly enhance quality of life for local residents, surrounding Nye County residents, and tourists. There is a lack of Multigenerational use facilities that cover the full spectrum of physical/special needs, save lives through water safety, connect families and community with varied activities and event hosting on a year round availability. Thus, creating constant dependability for all Pahrump residents and non-residents.

Currently, our Town Pool of Pahrump is solely capable of operations as a seasonal swimming facility from the end of May until September. Unfortunately, our Town Pool's current state renders it incapable for year round usage.

With upgrading our Town Pool to a year round Aquatics Center we will foster the development of new programs, promote and help facilitate greater access to the existing facility, promote and develop program methodologies for maximum utilization of pool facility, and expand our aquatic industry (resources, relationships, affinity partnerships).

## Section 2 – Problem Statement / Observed Current State

Although regarded as a past and present issue that has concern for addressing, the Town of Pahrump has not designated an individual or group for "Development of Vision" of what options are available and viable to facilitate a year round operational Aquatic Center.

As things stand today our Town Pool offers summer fun, summer jobs, and a break from the heat. There are a minimal variety of classes offered, scheduled adult only swim time, and group event options. There are two lane lines in place for individual lap swimming. The daytime hours have been expanded this past summer. The cost for the summer is currently exceeding the allotted budget.

The Town of Pahrump is the sole provider for The Town Pool. This encompasses the facility itself and operations of the facility. The current standings of The Town Pool are operationally in the hands of our Buildings and Grounds Department. It is a tremendous undertaking to oversee the functional operations for programming and development of any Aquatic Facility.

With limited resources of such, advocacy for sustainability programming, business support, promotion of facility "vision" and accompanying developmental process goes relatively unsupported. This leads to the absence of business planning, creation and support. Minimal review and assistance in regards to developmental budgeting of projects, partnerships, funding options, operational performance to meet programming and community needs.

Presented with these challenges, I do not believe it is sufficient barrier enough to prevent the achievement and goal of 100% to the Town of Pahrump in organizing a successful plan of action to attain the transformation of our current Town Pool into an Aquatic Center that operates year round.

# Pahrump Town Pool Proposal

March 10, 2014

Submitted by: Rachael Roberts

Title: Upgrade of current town pool to a year round accessible Aquatic Center

Date Started: August 2013

## Section 3 – Suggested Future State

With the achievement facility upgrade our Aquatic Center would be operationally run by an Aquatics Manager/Director and subsequent Life Guarding staff. This is a position that can expand in pay relative to operations develop. This position is the liaison for planning services and development services for total aquatic programming. Working with USA Swimming utilizing their turnkey approach of Total Aquatic Programming from programs, marketing, delivered. Including upper level programming that not only has an added benefit for the community, but a positive impact on budget! Below is a list of class examples that can be taught by hourly/salaried life guarding staff and/or independent contractors (individuals that pay for using the facility to teach)- the latter being a wonderful solution.

Examples:

Learn to swim for children and adults

Programs for special needs populations

Aquatic physical therapy

Aquatic exercise and water walking

Community programs

Lap swimming – swim for health

Pre-competitive swimming and bridge programs

Competitive swimming

The *must* have features for achieving the solution to an Aquatic Center of year round potential is the following:

Heating

Removable Pool Blanket

The *should* have features for achieving the solution to an Aquatic Center of year round potential is the following:

Heating

Permanent Structural Enclosure (Criteria that would be great but not necessary)

Can be addressed at later date due to associated cost findings

The greatest assumption is that this is for improving the quality of life to the people of Pahrump. That in doing this the town accomplishes the task of meeting needs and desires on a multigenerational scale through a variety of applications housed within a singular facility.

“Everyone Benefits”

The greatest unknown in this accomplishment is the commitment by the Town of Pahrump to set development for establishing forward movement on achieving the solution.

## Section 4 – Proposed Solution

*To Achieve must have features:*

Total implementation: \$64,482

Basic breakdown-

Heating: 100% Heat Pump - Sun X Pool Heat Pumps details please refer to 100% heat pump folder.

Implementation quote \$51,000

**Annual heating cost approximation under \$15,000 (To generate a safe estimate I went slightly above 2x's the given estimate due to unknowns like hours of operation and coverage etc.)** Please, refer to last page of 100% heat pump folder.

Removable Pool Blanket: (Many varieties fit within a working budget of under \$20,000)

I choose Thermal Pool Covers and Manual Deck Reel on Casters by Alta Enterprises

Incorporated – Details please refer to Removable Pool Blanket folder.

Implementation quote \$13,482

## Section 5 – Suggested Implementation / Feedback

Approval from Pahrump Town Board to go forward on the premises that this is a reasonable attainment.

Then for the Board to propose meeting to include Michael Sullivan, Matt Luis, Susan Holecheck regarding USA Swimming, concerns of any initial proposed implementation, funding/grants, facility operation and management costs.

## AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED 3/7/2014	DATE OF DESIRED BOARD MEETING 3/25/2014
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**CIRCLE ONE:**      Action Item              Non-Action Item            Presentation

**ITEM REQUESTED FOR CONSIDERATION:**

Presentation by Paul Fleming of Wecom, Inc. and possible approval to lease space on the Pahrump tower to Wecom Inc.

*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:**

In partnership with Cox Communications, Wecom, Inc. would like access to use the Pahrump Tower to expand service currently afforded to Nye County School district, the VA Clinic, Desert View Hospital and other medical facilities located within Pahrump.

**STAFF COMMENTS/RECOMMENDATIONS:**

Staff would recommend approval of the lease not only to provide an additional revenue stream to the Town but to lend assistance to businesses within our community.

BACKUP ATTACHED:         YES             NO

NAME OF PRESENTER(S) OF ITEM:    Susan Holecheck, Town Manager

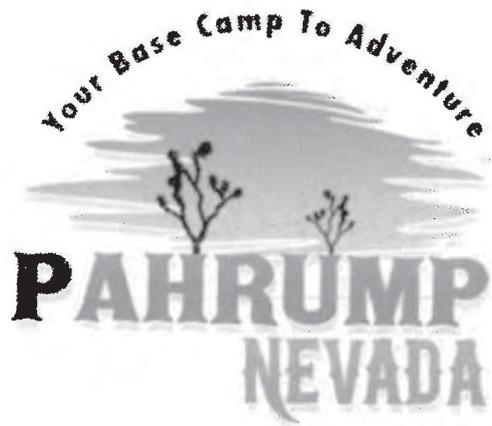
**SPONSORED BY:**

Susan Holecheck, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext.  
Telephone Number



**wecom**  
TRUST YOUR NETWORK

## PROJECT NOTES

Wecom, Inc.  
2538 Anthem Village Dr. Ste 110 Henderson NV  
89052  
2332 Kingman Ave. Kingman, AZ 86401  
www.wecominc.com (877) 372-4217

Paul Fleming  
COO and Vice President  
paul@wecominc.com

Project Notes March 25, 2014 – Document 1A

## Pahrump TV Tower

In a partnership with Cox Communications, Wecom Inc. would like access to use the Pahrump TV Tower located at 400 N Hwy 160 Pahrump NV. Wecom is presently building network to expand Cox Communications to these locations in Pahrump:

- Nye County School District
- Nevada Higher Education
- Nye County School at 7120 S Hafen Ranch Rd
- State of Nevada Mental Health Clinic
- VA (Veteran Affairs) clinic / hospital
- Six medical clinics owned by Health Care Providers HCP
  1. Calvada Primary Care
  2. Calvada Urgent Care
  3. Desert View Family Practice
  4. Redrock Pediatric Clinic
  5. Specialty Clinic (Cardiology)
  6. West Calvada Internal Medicine

This partnership and access to the Pahrump TV Tower will allow new, ultra reliable, low latency, high bandwidth telecommunications to be built to these locations. It will enable these locations to move into the future with electronic medical records, online video consultations, better and faster services. It will bring new educational content to classrooms, video learning, and new services to students and teachers. All of the initial customers Wecom is trying to serve are medical and educational customers which could greatly benefit Pahrump if they had access to better telecommunications. The usage of the tower will help better the community services these business can offer.

## Relationship

The relationship with the customers is between the customer and Cox Communications. The relationship is not between the customer and Wecom or the customer and Pahrump. These customers need particular telecommunications needs which Cox Communications could provide. Cox has a relationship with Wecom Inc. Wecom expands the reach of Cox with ultra reliable, ultra low latency, and high bandwidth telecommunications. The customers are contracted directly with Cox. Note: the tower rental will be directly with Wecom Inc. and Wecom will be paying all of the monthly charges directly to Pahrump. This keeps a clean relationship just between Pahrump and Wecom Inc.

## Why the Pahrump TV Tower

Wecom Inc. spent months engineering a reliable telecom network build. This included

- working with the Federal Communications Commission (FCC)
- multiple manufacturers (of lots of different type of gear)
- doing multiple site surveys (tower climbing and more)
- path analysis (including RSL / RSSI, fade, Fresnel zones, interference, and more)
- very careful design and engineering

Wecom only builds carrier grade high availability networks. After taking into consideration all the facts the Pahrump TV tower provided the best services to these particular business and allows them to provide enhanced services to the residents of Pahrump. Telecom for Healthcare can be the difference in life and death, Wecom only wants the best for the community in Pahrump.



## Contract EXAMPLE Pahrump TV Tower Site Lease

### TELECOMMUNICATION & LAND ACCESS AGREEMENT

This agreement is made as of the 25th day of March, 2014 (the “Effective Date”).

In consideration of the mutual rights and obligations herein expressed and for other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged) **Wecom Inc.** and the Town of Pahrump (the “Owner”) agree as follows:

1. Owner hereby grants to Wecom Inc. at a cost (see schedule A) monthly as well as other considerations described in Schedule “A”, an exclusive right to (i) enter on and gain access in, over or under the designated site (Pahrump TV Tower), and (ii) permission to install noted equipment in Schedule A, for provision of broadband communications services to Health Care, Education, and other telecom needs. An annual percentage increase of the rent will be based on the Consumer Price Index (CPI) to begin after the initial twelve (12) months.
2. Wecom Inc. and the Owner agree to review the lease rates once every 24 months and work in a mutual fashion to make any necessary rent increases or decreases to stay with industry standards.
3. The rights in Section 1 include Wecom Inc’s right to install, test, operate, maintain, repair, upgrade, modify, remove and replace its Equipment (as defined below) on the designated telecommunication site area. “Equipment” includes but is not limited to any Wecom equipment, wire, cable, generator, cabinets, propane tank, microwave dishes and any other necessary and incidental infrastructure for delivery of Wecom services. Nothing herein limits Wecom’s ability to change, alter or replace the Equipment with new or different equipment to provision of Wecom services (as long as the changes do not constitute new equipment added to the tower not already paid for under the lease).
4. Wecom and those for whom it is responsible for in law shall be permitted to use and access all portions of the telecommunication site for the provision and maintenance of Wecom services and for the matters as provided herein. The rights of access granted and uses permitted herein shall be available to Wecom 24 Hrs per day, three-hundred and sixty-five (365) days per year.

5. This Agreement is effective as of March 25<sup>th</sup> 2014 and shall continue to run for a period of sixty (60) months from the Effective Date (the "Term"). The billing will commence upon the beginning of Wecom construction / installation. At the end of the 60 months (5 years) 3 additional 5 year renewal terms will be available. Renewal notification need to be made to the town of Pahrump before the end of the contract term. If no notifications are made the agreement will convert to a month to month term.
6. Wecom shall, at its own cost (i) ensure that all Equipment is installed in accordance with all relevant fire and telecommunication code requirements in force at the time of installation, and (ii) be responsible for the provision, installation, maintenance and repair of the Equipment installed by Wecom during the Term. Owner agrees that it has no legal or equitable ownership interest in the Equipment nor any of the items reasonably contemplated by Section 2 above and shall not make any claim to the contrary.
7. At Wecom's expense, Owner agrees to provide or facilitate access for Wecom to install new conduit, electrical cable and equipment necessary to access electricity to the site if necessary.
8. Each party represents and warrants that: (1) it has full right, power and authority to enter into and perform its covenants and obligations in this Agreement; (2) it is under no obligation, statutory, contractual or otherwise, which could prevent or interfere with the complete performance of its covenants and obligations herein; (3) no by-law is in force that would prevent or limit Wecom from entering into this Agreement. Wecom further covenants to repair, at its sole expense, any damage to the site where the damage is caused by Wecom and those for whom it is responsible in law.
9. Wecom will be liable for and will indemnify and save harmless the site from and against any and all losses, suits, actions, causes of action, damages, costs, claims and expenses (collectively, the "Losses") arising from physical damage to any tangible property or bodily injury, including death caused by negligent or willful act of Wecom, its employees and subcontractors in the use or occupation of the site, provided that Wecom will not be required to indemnify the Owner to the extent any such losses are caused by any negligent or willful act or omission of any of the Owner Indemnities.

10. Assignment and Delegation: Through this agreement both parties will have the ability to assign / transfer its rights under this agreement to a 3<sup>rd</sup> party with written consent of the other party. The assignment / transfer cannot be reasonably denied unless the transfer severely effects the other parties' day to day operations.
11. Either Party Wecom Inc. or the Owner reserves the right to terminate this agreement in its entirety with a minimum of a 60 day written notice to the other party.
12. Wecom will maintain insurance coverage for the said at all times during the agreement term.
13. Shelter space and standard power are included in the tower lease costs.
14. Any notice required or permitted to be given hereunder or any tender of delivery of documents may be sufficiently given by regular mail, personal delivery, email or by facsimile transmission to each party at the addresses listed below;

To Wecom Inc.

To The Town of Pahrump

(Mailing Address)

(Mailing Address)

2332 Kingman Avenue  
Kingman, Arizona 86401

(Site Address)

(Site Address)

2332 Kingman Avenue  
Kingman, Arizona 86401

Phone 928-753-3829

Phone

Fax: 928-753-5991

Fax

Paul@wecominc.com

Attn: COO & Vice President

Attn:

Paul Fleming

In witness thereof the parties through their duly authorized representatives have executed this Agreement as of the date indicated below.

\_\_\_\_\_  
I/We have the authority to bind the Corp.

Name:

Title:

Date:

\_\_\_\_\_  
I/We have the authority to bind the Owner

Name:

Title:

Date:

## SCHEDULE A

COMPENSATION / RATE (these rates are applicable to round microwave antennas only serving POINT to POINT customers). Microwave antennas are measured by their diameter:

Commercial Customers (when installing an antenna to serve standard business or commercial customers)	\$85.00 per foot
Healthcare and Education (when installing an antennas to serve Healthcare and Educational facilities)	\$55.00 per foot
BULK RATE: Healthcare and Education (when installing an antennas to serve Healthcare and Educational facilities) purchasing at a minimum 10 feet and maximum of 60 feet	\$35.00 per foot
Municipalities, Law Enforcement, Fire and Rescue and other Bulk Rate options	ICB (Individual Case Basis)

### EQUIPMENT LIST:

- To be filled in upon completion of installation

### NOTES:

- Wecom will maintain the site in regards to any equipment, maintenance, work, changes, installation, and trash that Wecom is responsible for in connection with services or equipment provided by Wecom.
- Wecom will remove the site, equipment, and return the site to the same condition it was originally when the contract term is over taking into account standard wear and tear will not be compensated for.



**wecom**  
TRUST YOUR NETWORK

**Mutually Beneficial Partnership with  
the Town of Pahrump**

Wecom, Inc.  
2538 Anthem Village Dr. Ste 110 Henderson NV  
89052  
2332 Kingman Ave. Kingman, AZ 86401  
www.wecominc.com (877) 372-4217

Paul Fleming  
COO and Vice President  
paul@wecominc.com

Presentation March 5, 2014 – Document 1A

## Who is Wecom?

Wecom is a sound and stable yet groundbreaking telecommunications company. Over 50 years of successful business strategy allowed us to grow from a two-way radio and repeater shop to a full IP network core, backhaul, and last mile provider and integrator.



## Areas of Focus

We are a highly flexible partner for:

- Two-Way Radio and Translators
- Full IP Network Services including Metro Ethernet, MPLS, Q-in-Q, Network Routing, Core and Last Mile Solutions, Direct Internet Access and Private WAN
- Wireless and IP Engineering
- Site Leasing, Tower Rental and Construction

## Trust Your Network

Wecom deploys ultra-reliable, high bandwidth, low latency customized wireless backhaul and network solutions backed by 24/7/365 support and proactive network monitoring. Our experience in wireless allows us to deploy new networks quickly and efficiently.

What makes our network so robust and reliable? We back all of our POPs with generator, battery backup, carrier grade equipment and engineering that aims for the highest possible uptimes.

All communications links are supported by our Network Operations Center, a detailed Service Level Agreement, spared equipment for quick replacement and troubleshooting, and highly skilled engineers and technicians. Every link is over-engineered for reliability and throughput

## Current Markets

Wecom deploys carrier-grade backhaul and connectivity in locations throughout the Southwest.

- High capacity fiber runs from Kingman to Las Vegas, Las Vegas to SunGard Datacenter in Phoenix (and IO Data Center in Phoenix, Switch in Las Vegas). Fiber extends to Flagstaff, Colorado City, and St. George, Utah.
- Over-engineered microwave infrastructure extends through multiple POPs in Kingman, Golden Valley, Valle Vista, Phoenix, Bullhead City, Lake Havasu City, Laughlin, Flagstaff, Cameron, Leupp, Dilcon, Winslow, Tuba City, St. George, Colorado City, Yucca, and many more locations. Wecom is also an authorized Rural Healthcare and E-rate gov't provider.

## Upcoming Markets (Current Build)

Upcoming markets (current build) for Metro and microwave services include:

- Las Vegas Metro, N. Las Vegas, Henderson, Boulder City, Mesquite, Pahrump and many more outlying Las Vegas areas.

Wecom continues to develop relationships with rural area customers, providing enhanced and more reliable services throughout the Grand Canyon State and surrounding locations. Wecom is an authorized Rural Health Care and E-rate provider and will focus on the rural markets.

## Proactive Support and Monitoring

Wecom monitors every possible aspect of our networks, including room temperature, power voltages, generator status, battery charge, wireless link signal strength and noise, bandwidth utilization, errors and discards. Our confidence in our network comes from watching our network trends and taking a proactive stance to prevent customer-impacting events from occurring.

When a possible issue is found, crews are immediately deployed to resolve the issue within SLA defined times. Day or night, heat or snow, ground level or the top of a mountain nothing stops Wecom from maintaining a reliable network.

## Supplying High Demand Service

Emphasizing our customer's satisfaction on every project has brought Wecom to the top of the list for some of the largest names in the industry.

- AT&T Mobility & T-Mobile
- Cox Communications
- Verizon Wireless
- DOD (Department of Defense)
- National Weather Service
- US Border Patrol
- City of Kingman (Police, Fire, Public Works, Information Technology)
- Mohave County (Sheriff's Office, Public Works, IT Dept)
- Kingman Regional Medical Center
- Mohave Community College (7 sites)
- Tuba City Regional Healthcare Corporation
- Winslow Indian Health Services (Including Dilcon Indian Health Services and Leupp Health Services)
- Grand Canyon Resort Corporation (5 Sites)
- Dilcon Community Schools
- Kingman Unified School District
- Tuba City Unified School District (3 sites)
- Wirefree Communications
- Many more hospitals and Clinics, and many more...

## Current Carrier Partnerships

Wecom partners with many high tier carriers to provide Direct Internet Access, Private WAN and extended network outreach.



AWI Networks (Skyview)



Navajo Tribal  
Utility Authority



An Integra Telecom Company

## Government and Public Sector

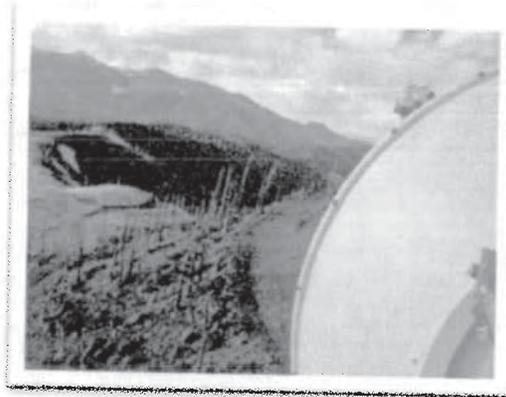
Education, healthcare, and other government sectors are covered by Wecom services. Wecom is certified to work with government contracts including rural healthcare and E-Rate. Rural schools are able to work with Wecom to receive incredible bandwidth in hard to reach locations at reasonable E-Rate rates.

Wecom holds great working relationships with Native American tribes in Arizona such as the Hualapai Nation, Fort Mojave Nation, and Navajo Nation.

## Wecom Utility Partners

Several utility companies rely on the services of Wecom's radio and networking teams.

- Transwestern Pipeline
- Mohave Electric Cooperative
- Unisource Energy Services
- Tucson Electric Power
- El Paso Natural Gas
- Navajo Tribal Utility Authority



## Network Routing and Services

High availability configurations and network protocols keep Wecom's network cutting edge. Wecom peers BGP across multiple providers, uses OSPF routing between all routers for







**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
3/7/2014      3/25/2014

**CIRCLE ONE:**    Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Consideration to approve recommendation from PTAB to award RFQ 2013-05 to Braintrust Marketing and Communication and to direct staff to proceed with Contract negotiations.

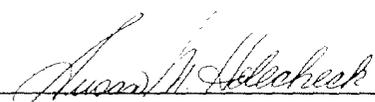
*If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.*

BRIEF SUMMARY OF ITEM:  
The Pahrump Tourism Advisory Board issued an RFQ to obtain bids from public Relations firms for the handling of its public relations needs. They have now Reviewed all selections and are recommending Braintrust to receive the award

STAFF COMMENTS/RECOMMENDATIONS:  
Staff would recommendation approval. This expenditure is coming from the PTAB Budget.

BACKUP ATTACHED:      X YES       NO

NAME OF PRESENTER(S) OF ITEM:    Susan Holecheck, Town Manager

SPONSORED BY:  
Susan Holecheck, Town Manager        
Print Name      Signature

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

## AGENCY AGREEMENT

THIS AGENCY AGREEMENT ("Agreement") is made as of the \_\_\_ day of March 2014, by and between the Town of Pahrump, located at 400 North Highway 160, Pahrump, NV 89048 (the "Company"), and BTMC LLC., dba Brain Trust Marketing & Communications, a marketing agency located at 8948 Spanish Ridge Avenue, Las Vegas, NV, 89148 ("Agency") and incorporates the attached Terms and Conditions.

### 1. SERVICES: AGENCY'S RELATIONSHIP AND RESPONSIBILITIES

a. Agency shall provide the services described in attached Exhibit A in a workmanlike and professional manner. Agency shall neither perform a policy making function nor be in charge of a principal business unit, division or function (such as public relations, communications, administration, etc.) of the Company.

b. Agency shall remain an independent contractor free to use its own discretion and methods of conducting its business and is not and shall not be construed to be an employee, partner, joint venturer, agent, representative or participant of or with the Company pursuant to this Agreement. Agency does not and shall not have any right or authority whatsoever to assume or create any obligation or responsibility, expressed or implied, on behalf of or in the name of the Company or to bind the Company in any manner. Agency agrees to advise third parties whenever appropriate or necessary to protect the Company that it cannot bind the Company and that all decisions must be approved by the Company.

c. During the term of this Agreement, Agency is obligated to devote at least 60 hours per month to the performance of services contemplated by this Agreement.

d. As an independent contractor and not an employee of the Company, Agency shall pay, report and obtain, as applicable, all federal and state income tax withholding, social security taxes, unemployment insurance, workers compensation, and the like and Agency agrees to indemnify and hold the Company harmless from any such liability. Agency shall maintain all requisite City, County or State business licenses as applicable and upon demand by Company shall produce the same for inspection to Company. Agency shall maintain a General Liability policy of no less than \$1 million dollars per occurrence and such policy shall name Company as an additional insured.

### 2. MEDIA BUYING SERVICES

- a. Term of Exclusive Engagement. Company hereby engages Agency as its exclusive media-buying agency for the term of this agreement.
- b. Media Buying Duties of Agency. On behalf of Company, Agency will purchase airtime, print advertisements, online advertising and other paid promotional consideration ("Advertisements") in accordance with a monthly media-buying plan to be agreed upon by the parties monthly in advance ("Media-buying Services"). The Parties will agree on the gross monthly budget no less than thirty-five days preceding the month concerned ("Gross Media Budget"). The cost to Company will be 100% of the Gross Media Budget and Company will pay to Agency 100% of the Gross Media Budget no less than 15 days after Company's receipt of the actual invoice for such actual placement ("Advertising Month"). In addition to Media-buying Services, Agency will (1) traffic copies of the Advertisements to the various media outlets that are chosen in the Gross Media Budget; (2) provide Company with monthly reports based on the advertising metrics and other data available to Agency; and (3) provide Company with copies of all gross invoices from media outlets for which Company has been charged.
- c. Authorization to Act; Approvals. Upon the written authorization of Company's authorized representative, Agency is authorized to act on behalf of Company in the purchasing of advertising and other forms of communications. Company agrees to be responsible for non-cancelable contracts and incidental charges related to such advertising and communications.

d. Changes and Cancellations. Company may request changes or cancellations or require that a work in progress be stopped; provided, however, that Company will reimburse Agency for any unrecoverable expense(s). This clause shall survive the termination of this Agreement until such time that all unrecoverable expense(s) have been reimbursed to the Agency, notwithstanding whether or not the Agency is still the exclusive media-buying agency for the Company.

### 3. COMPENSATION

a. Base Payment. In consideration of all services performed by Agency under the Agreement, Agency shall be compensated based on the fee schedule detailed in Exhibit B attached.

b. Expenses. All of Agency's usual and day-to-day business expenses shall be included in the Fee as identified on Exhibit B. In addition to the Fee, Company shall reimburse Agency, upon Company's receipt of itemization thereof, for all Agency's reasonable, actual out-of-pocket third party expenditures incurred directly in support of the advertising and marketing activities of the Company, including but not limited to, mileage, video and/or audio production services for advertising production, trafficking of advertising materials, production of printed materials, event costs, mass mailings, printing of collateral material, etc., each of which must be pre-approved in writing by Company. Agency will bill all syndicated research services subscribed to by Agency at Agency's incremental cost for fulfilling such requests. Any air travel, hotel and other travel expenses incurred at the behest of the Company will be prepaid by the Company.

c. Billing: Agency shall bill Company for the Fee, the reimbursable expenses incurred by Agency at the first of each month, along with any current outside vendor estimated or reconciliation amounts. Payment is due within thirty (30) days. In the event payment is not received within thirty (30) days, Agency reserves the right to charge Company simple interest on any past due amounts computed at a prorated annual amount of 1 1/2% over the prime rate of interest in effect at Bank of America in Las Vegas until such payment is received. Company agrees to reimburse Agency for any costs incurred (including reasonable attorneys' fees and court costs) in connection with Agency's attempts to collect any sums that are over thirty (30) days past due. In the event of a disputed charge, Company shall notify Agency in writing of the disputed amount within seven (7) days of the receipt, specifically identify the reason for the dispute, and pay all undisputed amounts owed while the dispute is under negotiation.

d. Default in Payment. Company understands and acknowledges that Agency shall have the option not to begin work or continue to perform services on behalf of Company if any payments due under the terms of this agreement are not paid in full on date on which payment is due. In the event Agency elects to cease performing services on behalf of Company due to Company's failure to pay, Agency will provide Company with written notice of its election and Company will have seven (7) days to cure any default. In the event payment in full is not received within the seven (7) day period, Agency shall have the right to immediately terminate its agreement with Company. In the event of a termination due to Company's failure to pay, Company will remain solely liable for duly authorized and incurred outstanding obligations pursuant to this Agreement, including all duly authorized and incurred obligations to reimburse Agency.

### 4. CONFIDENTIAL DATA

a. Agency acknowledges that he may from time to time receive certain non-public information ("Proprietary Information") including, without limitation, trade secrets, proprietary know-how, names of customers, and other matters relating to the distribution or marketing of the Company's products by the Company or the Company's suppliers or customers. Agency expressly agrees that it shall not communicate, disclose or make available all or any part of the Proprietary Information to any third party, except, with the prior authorization of Company. Agency agrees that it shall use its best efforts to prevent inadvertent disclosure of the Proprietary Information to any third party. Agency further agrees that it shall not copy or use, nor permit others to copy or use, directly or indirectly, the Proprietary Information other than for the purpose of the transactions contemplated by this Agreement. Without limiting the foregoing, Agency

hereby expressly agrees that it shall not attempt to reverse engineer, or convey any knowledge that could enable others to reverse engineer, any of the Company's products.

b. Agency agrees and acknowledges that the Proprietary Information and all copies of and written materials summarizing, describing or relating to such information, whether supplied by the Company or others or compiled by Agency, is the property of the Company and shall be returned promptly to the Company upon receipt of written request. Agency further agrees that all Proprietary Information and/or materials to which it has had access or which has been disclosed to it have been disclosed solely for the purpose of assisting Agency in performing its duties for the Company.

c. The parties agree that the public disclosure by the Company of any part of the Proprietary Information will release Agency from the foregoing obligations only with respect to that portion of the Proprietary Information actually disclosed by the Company.

d. The provisions of this Section 3 shall survive the termination or expiration of this Agreement.

e. TERM OF AGREEMENT: TERMINATION. The term of this Agreement (the "Term") shall commence on \_\_\_\_\_, 2014 and expire on \_\_\_\_\_, 2015. Either party may terminate this Agreement upon sixty (60) days' advance written notice with or without cause. This agreement will automatically renew at the conclusion of the term for a one (1) year period, and renew in that fashion in perpetuity until amended or terminated.

6. COMPANY Obligations. Company shall be responsible for the accuracy, completeness and propriety of: (a) information concerning Company's organization, products, services and competitors' products and services; (b) any ideas or directions provided to Agency; (c) compliance with all securities laws and regulations and/or all other Company industry laws and regulations; (d) rights, licenses and permissions to use materials furnished to Agency by Company or on Company's behalf in the performance of this Agreement; and (e) the content of any press releases or other disseminated statements approved by Company.

7. Use of Materials By Third Parties. After material has been issued by Agency to the news media or to another third party, its use is no longer under Agency's control. Agency cannot assure the use of news material by any news organization. Similarly, Agency cannot control the form or manner of use by the news media or others of the material, including, but not limited to, the accurate presentation of information supplied by Agency. It is understood and agreed that Agency does not stipulate or guarantee specific or overall results or returns from public relations, publicity, research or any other activity performed by Agency.

8. Modification of Plans. In the event Company modifies or cancels any plans or work in process, Company agrees to assume Agency's liability for all authorized commitments, to reimburse Agency for all expenses incurred relating thereto, to pay Agency any related service charges in accordance with the provisions of this Agreement relating thereto.

9. Force Majeure. Agency and Company shall not be liable for any delay or failure to carry or make continuously available the Services if such delay or failure is due to any cause beyond the control of Agency, including without limitation restrictions of law or regulations, labor disputes, acts of God, acts of terrorism or war, telecommunications, network or power failures or interruptions, or mechanical or electronic breakdowns.

10. Waiver. No waiver of any provision or of any breach of this Agreement shall constitute a waiver of any other provisions or any other or further breach, and no such waiver shall be effective unless made in writing and signed by an authorized representative of the party to be charged with such a waiver. Nor shall a one-time waiver of a single provision constitute a permanent waiver of that party's rights under said provision.

## **EXHIBIT "A"**

As pertains to the marketing, advertising, creative design and public relations of the Town of Pahrump Tourism, the Scope of Work is to reasonably and substantively reflect the following duties:

- 1. Public Relations and Event Marketing**
  - Comprehensive PR strategy to support events and attractions
  - Create and execute a sophisticated, proactive Public Relations strategy
  - Deliver timely and strategic media relations that garner targeted media exposure
  - Use our relationships to pitch regional, national and Las Vegas tourist media
  - Create, organize and pitch special events and media familiarization trips
  - Focus on media coverage that will convert "exposure" into increased visitation
  
- 2. Media Planning and Buying**
  - Evaluate advertising strategy and media spend
  - Develop targeted and cost-effective media plan
  - Geo and behavioral targeting to support brand positioning
  - Implement media buying, as per pre-approved budget
  - Manage and maintain placements, insertions and ad schedule
  - Media purchased at 0% commission
  
- 3. Creative Design Services**
  - Develop creative approach to brand
  - Campaign ideation and development of advertising concepts
  - Facilitate any applicable photo shoots and rights management for ad images
  - Design and produce brand collateral (logo, brochures, sales kits, signage, etc.)
  - Act as production resource for broadcast, online and print
  - Resize advertising and update creative as required (seasonal promotions, etc.)
  
- 4. Social Media, Online Marketing, E-blast Design**
  - Create proactive social media "footprint" on Facebook, Twitter, and beyond
  - Activate multi-platform communication campaign to promote social media
  - Create editorial content and brand "voice"
  - Customize and update Facebook tabs
  - Launch plug-ins, surveys and other engagement heightening tools
  - Employ our proprietary social media tools and platforms
  - Systemize social media with regular features and content (trivia, data capture, video)
  
- 5. Brand Development and Positioning Strategy**
  - Develop brand positioning
  - Expand and implement brand direction and strategy
  - Deliver market research and competitive analysis
  - Create multi-layered strategic marketing plan to fulfill desired business goals
  - Shape and steward the brand direction of "new" Pahrump
  - Develop creative design and unique visitor touch points

12. Entire Agreement; Severability. This Agreement constitutes the parties' entire understanding of the matters set forth herein and supersedes any prior understanding or agreement concerning the subject matter hereof. This Agreement may only be modified in a writing signed by the parties hereto. In the event that any provision of this Agreement shall be illegal or otherwise unenforceable, such provision shall be severed, and the balance of the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties Agreement as of the day first above written.

Town of Pahrump

BTMC LLC., dba  
Brain Trust Marketing & Communications

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: Michael Coldwell

Title: \_\_\_\_\_

Title: Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Tax ID: #27-3546696

**EXHIBIT "B"**

For the Term of this Agreement, Company shall pay Agency a cash retainer per the following fee schedule:

\$6,000 / month

Monthly fees do not include expenses as described in Section 3(b) of this Agreement.

MEMO  
TOWN OF PAHRUMP  
PAHRUMP TOWN BOARD  
MEETING DATE: 03-25-14

TO: Pahrump Town Board

FROM: James Horton, Chairman, Pahrump Tourism Advisory Board  
Arlette Ledbetter, Tourism Director

DATE: 03/25/14

RE: Discussion and Possible Decision regarding a recommendation to Pahrump Town Board to award RFQ 2013-05 to BRAINtrust Marketing and Communications and to begin contract negotiations.

**1.) Background**

The Pahrump Tourism Advisory Board has realized the need to take the next proactive step in marketing Pahrump. This step requires increased marketing efforts, integrated marketing concepts and a strategically focused marketing plan. The board has set a great foundation by creating a call to action with the VisitPahrump.com website, social media platforms, target marketing and video footage. We have seen increased interest and engagement in all areas of marketing. In an effort to take the marketing and promotion to the next level staff created RFQ 2013-05 to request bidders to offer qualifications regarding public relations, website and marketing.

The Pahrump Tourism Advisory Board created a committee to review RFQ 2013-05 submissions. The committee reviewed and graded each proposal submitted. The grading sheets are attached. The grades for all eight submissions are attached as well as the grades for the top three in percentages.

**2.) Fiscal Impact**

The fiscal impact of this project is \$72,000 for public relations and website/marketing. The dollar value remains the same as presented in the FY14 Marketing Projects (as attached). The media buy associated with the contract remains the same (\$100,000.00). The outstanding significance is the manner of making the purchases on an annual basis with a projected marketing plan for maximum added value and consistency.

**3.) PTCC Recommendation and Board Action Requested**

Based on Pahrump Tourism Advisory Board information and the committee's recommendations, **the PTAB requests the Pahrump Town Board award RFO 2013-05 to Braintrust Marketing and Communications and proceed to contract negotiations.**

MEMO  
TOWN OF PAHRUMP  
PAHRUMP TOWN BOARD  
MEETING DATE: 03-25-14

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

TOWN OF PAHRUMP  
RFQ # 2013-05

A COMPANY NAME	B SECTION A EXPERIENCE OF FIRM/INDIVIDUAL <u>SCORE RANGE 1-10,</u> <u>WEIGHTED 45%</u>	C SECTION B STAFF QUALIFICATIONS AND AVAILABILITY <u>SCORE RANGE 1-10,</u> <u>WEIGHTED 40%</u>	D SECTION C YOUR UNDERSTANDING OF OUR PROJECT <u>SCORE RANGE 1-10,</u> <u>WEIGHTED 10%</u>	E SECTION D DESCRIBE THE PROCESS ON HOW THIS PROJECT WILL BE COMPLETED <u>SCORE RANGE 1-10,</u> <u>WEIGHTED 05%</u>	Total Score	F COMMENTS
1 <b>BrainTrust Marketing &amp; Communications</b> 8948 Spanish Ridge Avenue Las Vegas, NV 89148	3.6	3.6	0.75	0.4	8.35	Experience mostly corporate, hospitality experience, proposal wasn't generic
2 <b>1400 South</b> Ronele M. Dotson 1400 S. Virginia St. Ste B Reno, NV 89502	3.6	3	0.75	0.37	7.72	Existing firm, most municipality experience, eye catching printed proposal
3 <b>Mass Media Communications</b> Paula Yakubik 2863 Parkway Henderson NV 89052	3.37	3.2	0.75	0.3	7.62	Excellent attention to detail, captured essence of Pahrump, two existing corporate clients in Pahrump, has existing tourism agency clients, proposal wasn't generic

TOWN OF PAHRUMP  
RFQ #

	A	B	C	D	E	F
	COMPANY NAME	SECTION A EXPERIENCE OF FIRM/INDIVIDUAL SCORE RANGE 1-10, WEIGHTED 45%	SECTION B STAFF QUALIFICATIONS AND AVAILABILITY SCORE RANGE 1-10, WEIGHTED 40%	SECTION C YOUR UNDERSTANDING OF OUR PROJECT SCORE RANGE 1-10, WEIGHTED 10%	SECTION D DESCRIBE THE PROCESS ON HOW THIS PROJECT WILL BE COMPLETED SCORE RANGE 1-10, WEIGHTED 05%	COMMENTS
1						
2	<b>BrainTrust Marketing &amp; Communications</b> 8948 Spanish Ridge Avenue Las Vegas, NV 89148	8	9	7.5	8	Mostly corporate experience
3	<b>Crane Creek Communicatons</b> Jeff Ziegler 19069 Van Buren Blvd, #114, Riverside, CA 92508	6	5.5	5	5.5	Very plain, no examples
4	<b>1400 South</b> Ronele M. Dotson 1400 S. Virginia St. Ste B Reno, NV 89502	8	7.5	7.5	7.5	Existing firm, most municipality experience
5	<b>Fuse Ideas</b> Dennis Franczak 8 Winchester Pl #302 Winchester, MA 01890	8	5.5	5.5	6.5	Uninteresting, over budget
6	<b>Henry Meltan</b> Henry Meltan 2755 Choke Cherry Henderson, NV 89074	4	4	1	4	Incomplete
7	<b>Kirvin Doak Communication</b> Terri Maruca 5230 Patrick LV Las Vegas, NV 89118	7	7	6.5	6	Generic, no explanation of how project will be completed. Over budget
8	<b>Mass Media Communications</b> Paula Yakubik 2863 Parkway Henson NV 89052	7.5	8	7.5	7	Excellent attention to detail, Good Pahrump feel
9	<b>Shonkwiler Partners</b> Terry Shonkwiler 9670 EW Tropicana #120 Las Vegas NV 89174	6.5	6.5	8	6	No examples, see disk drive



## Travel Authorization Policy for Members of the Town Board

**Conference Travel Pre-Approval** – The purpose of this policy and corresponding form is to give the Town Manager and Finance Director an estimate of the cost the Town will incur for travel to any specific training or event. This is not a request for funds (cash advance or reimbursement).

1. It will be necessary to determine the costs that will be incurred by the Town for the seminar, event, training, etc. by getting quotes for hotels, airlines, rental cars, etc. (please obtain economy quotes, not business select or first class unless you wish to pay the difference), etc. Please put that information on the form.
2. Meals for your proposed travel should be calculated based on the time of day you are leaving and returning. If a meal is provided at a conference, seminar, etc., the Town will not provide reimbursement for that meal, whether or not you choose to partake of it. GSA rules prohibit requesting 100% reimbursement on travel days. Therefore, as a standard rule the following applies:

### Departure Days

- Your calculation should not indicate breakfast on a departure day
- If you are leaving in the afternoon, your calculation should not indicate lunch on a departure day

### Return Days

- Your calculation should not include dinner on a return day
- If you return before mid-afternoon, your calculation should not include lunch on a return day

### One-Day Trips

- If it is a one-day trip and you are back within a few hours, you will not be paid any meals
- Lunch is the only possible meal you are allowed on a one-day trip that extends throughout the entire day

Enter the number of meals on the Conference Travel Pre-Approval Form (breakfast, lunch, and/or dinner) that will need to be reimbursed.

3. Mileage is based on the actual mileage to and from the destination. Please do not include mileage if using a Town vehicle. Enter the mileage on the Conference Travel Pre-Approval Form.
4. Any Miscellaneous Costs (parking, taxis, etc.) must be listed on the form with an estimate of cost. The Town will not pay for any personal, entertainment, or alcohol costs.
5. When the form is complete, sign it and submit it to the Town Manager for approval **at least** 20 days prior to travel.

6. If the travel is approved, the completed form signed by the Town Manager will need to be forwarded to the Town of Pahrump's Financial Assistant.
7. The Town Manager's Executive Assistant can then assist you with travel plans (registering for the event and booking rooms, rental cars, airline flights, etc. as necessary). All airline flights must be booked at the cheapest rate (not Business Select or First Class). If you desire to upgrade, please be aware you will be responsible for the difference in the upgrade cost and economy cost.

Note: GSA rules do provide for submitting incidental expenses and variances when travelling to certain cities (i.e. costs are higher in Washington, D.C. and New York). Reimbursement for these incidentals can be reviewed on a case by case basis by the Town Manager.

**Travel Authorization Form** – The purpose of this form is to request a cash advance or reimbursement for travel. If a cash advance is desired for per diem and mileage, please ensure that the **Travel Authorization Form is completed**. Timely filing of this form will ensure your cash advance is available prior to travel.

1. Complete the first tab of the spreadsheet labeled Travel Auth if you wish to receive a cash advance. It is similar to the Pre-Approval form except that in the Payment Method column there is a dropdown menu that will allow you to select Town, Cash Advance, or Personal.
  - a. Town – means the Town has paid this expense whether via credit card, petty cash check, etc. This would be selected for those items like hotel rooms, etc. that the Town booked or that will be billed to the Town directly.
  - b. Cash Advance – means this is an item you would like the Town to pay you for prior to travel (per diem, mileage, etc.) as the Town will not be directly billed for these items. If you need to be paid for an item, it must be marked Cash Advance.
  - c. Personal – means this is an item you are personally paying for and will not be reimbursed. If you personally paid for an item for which you are seeking reimbursement, you need to submit a copy of the receipt with the Travel Authorization Form and mark the item Cash Advance.
2. This form will then need to be signed and submitted to the Town of Pahrump's Financial Assistant for processing. The Financial Assistant will obtain the necessary signatures and cut the cash advance check.
3. When you return from travel, if there were unexpected costs or you did not submit a cash advance request, it will be necessary for you to complete the second tab of the Travel Authorization Form labeled Expense Report. Receipts must be submitted with any additional costs incurred. You may use per diem amounts for meals instead of having meal receipts even if no cash advance was requested. If meal receipts are submitted, keep in mind the Town will not pay for any alcohol costs. Meal expenses will be limited to acceptable per diem amounts (again, the Town is aware of variances in per diem when traveling outside the State of Nevada).
4. Submit the Expense Report to the Town of Pahrump's Financial Assistant for processing. The Financial Assistant will obtain the necessary signatures and cut the reimbursement check.



Name / Address
Town of Pahrump Matt Luis 300 N HWY 160 Pahrump, NV 89048

Description	Qty
<p>Petrack Park Basketball Court</p> <p>Install new concrete basketball court over existing court and extend each end 6'x 50'. Concrete will have a #3 rebar mat 3' on center, have vertical dowels every 5', saw cut control joints, fiber mesh in the mix, be 3.5"-4" in thickness, be 4500 PSI, and be doweled into existing concrete flatwork and have a light broom finish. Concrete will be placed on existing concrete court.</p> <p style="text-align: center;">\$20,000</p>	

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
3/10/2014      3/25/2014

CIRCLE ONE:      Action Item        Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to approve the implementation of a new Board policy that directs staff to manage all media purchases and/or advertisement on behalf of the Town of Pahrump.

*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:

This item is being brought forward to better control the expenditures of taxpayer money for the purchase of advertisement on behalf of events sponsored by community groups or entities.

STAFF COMMENTS/RECOMMENDATIONS:

Staff would concur that monies granted by the Board could potentially be perceived as favoritism for one community group or entity. Additionally, granting of monies mid-budget cycle can become problematic. "Good government is not only spending the Community treasure on the right things, but by getting the most for every dollar spent."

BACKUP ATTACHED:     YES       NO

NAME OF PRESENTER(S) OF ITEM:    Robert Adams, Town Board Member

SPONSORED BY:

Robert Adams, Town Board Member  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext.  
Telephone Number







**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
3/7/2014	3/25/2014

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**CIRCLE ONE:**      Action Item              Non-Action Item            Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Adjournment

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*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 Citizens, Town Board, and Town Staff.

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STAFF COMMENTS/RECOMMENDATIONS:

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BACKUP ATTACHED:     YES             NO

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

SPONSORED BY:

Pahrump Town Board  
Print Name

Pahrump Town Board  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext.  
Telephone Number