

PAHRUMP TOWN BOARD MEETING  
BOB RUUD COMMUNITY CENTER  
150 NORTH HIGHWAY 160  
TUESDAY – 7:00 P.M.  
MARCH 9, 2010

AGENDA

1. **Call to Order and Pledge of Allegiance.**
2. **Discussion and possible decision** regarding moving the order of, or deleting an agenda item(s). (Action)
3. **Announcements** (Non-Action)
4. **Advisory Board Reports**, from Advisory Board Chairpersons and/or Town Board Liaisons on the status of Advisory Boards. (Non-Action)
5. **Town Manager Report.** (Non-Action)
6. **Town Board Member's Comments.** (Non-Action)
7. **Presentation** by Mr. Jim Ward regarding "Before They Go". (Non-Action)
8. **Discussion and possible decision** on Mr. Zucchero requesting to appeal a decision by the Pahrump Veteran's Memorial Advisory Board pertaining to placing a plaque on the Wall of Heroes for his son, Vincent Zucchero and all matters related thereto. (Action)
9. **Discussion and possible decision** to dissolve the Memorandum of Agreement (MOA) with PAVED dated October 2007 and to make null and void, Resolution 2008-02 dated February 2008, based upon PAVED's lack of performance for the Town of Pahrump and its residents. (Action)
10. **Discussion and possible decision** on a request from EDEN, requesting that a Town Board member is appointed as a Liaison to EDEN. (Action)
11. **Discussion and possible decision** to review and approve Resolution 2010-03, a resolution to set fees for Chief Tecopa Cemetery. (Action)
12. **Discussion and possible decision** to revise the way Pahrump Town Ordinances (PTO) are reviewed, revised and rewritten. (Action)
13. **Discussion and possible decision** to put Closed Sessions in the beginning of the regular meeting instead of the end. (Action)
14. **Discussion and possible decision** on consideration of utilizing the new County Facility, located at the Calvada Eye for future Town Board meeting. (Action)

**15. Discussion and possible decision Consent agenda items: (Action)**

- a. Action – approval of Town vouchers.
- b. Action – approval of Town Board meeting minutes of February 23, 2010.
- c. Action – approval of Town Board meeting closed session minutes of February 23, 2010.
- d. Action – approval to authorize signing committee to approve accounts payable for the canceled meeting of June 8, 2010.
- e. Action – approval of Pahrump Tourism and Convention Council \$2,000.00 Grant for the Nevada Commission on Tourism Rural Round Up Conference.
- f. Action - approval of 72 Hour Permit for Pahrump Valley Chamber of Commerce for events at Petrack Park on May 15, 2010, July 4, 2010, and October 23-24, 2010.

**16. Future Meetings/Workshops: Date, Time and Location. (Action)**

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

**18. 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 or on an agenda item, at the appropriate time, will be limited to three (03) minutes.**

*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, FLOYD'S ACE HARDWARE, CHAMBER OF COMMERCE**

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

**TO:** Town Board

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

**DATE:** March 9, 2010

**RE:** Budget Update on Projected FY11 Town General Fund Tax Revenues

**1.) Background**

As we start budget preparations for the next fiscal year starting July 1st, the economic conditions remain bleak. Based on recent Department of Taxation revenue projections, which we use to develop the FY11 Town budget, both Nevada and Nye County continue to experience declining revenues from gaming, sales tax, and property taxes. At this time we are anticipating \$666,000 less in revenue than we anticipate receiving in FY10 from those sources.

While the Pahrump Valley did experience substantial homebuilding between 2005 and 2007, the regional economy and national credit crisis have significantly impacted any future growth in these two major General Fund revenue sources. The trend is expected to continue for an indefinite period of years, while the housing supply is absorbed and business layoffs are reversed.

Although we anticipate some improvement in the local job market in FY11, we expect that the actual sales and gaming tax collections will continue to drop statewide.

**2.) Property Tax Revenues**

Due to legislative action in 2005, property tax revenue increases have been capped at 3% for residential owners and 8% for commercial and industrial owners based on the FY05 assessed valuation and tax payment. This has caused the Town's revenues to flatten out as most of the property tax growth from 2005-2009 the Town experienced was from new construction.

As you know almost all new construction of residential and commercial properties have come to a halt starting 24 months ago. Due to the property assessments and tax levy cycles, we are now just starting to experience the negative impact to budgeted property tax revenues. Therefore for FY11 we anticipate property tax revenues will decrease approximately \$600,000. Although revised data will be released at the end of March, we do not anticipate it will reflect a lower loss of revenues, and frankly might be greater.

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

**3.) Consolidate Tax Revenue (CTX)**

The lower economic activity due to job and credit constrictions is predicted to continue into FY11 and beyond. As a result, the projected CTX distributions for FY11 are projected to be approximately \$66,000 lower than FY10. Monthly press announcements since January, 2010 indicate that the state is experiencing 10-20% drops in retail and gaming collections each month from the prior period a year ago.

As you can see on that attached chart, the Town is projected to have lost over \$300,000 of CTX revenues since FY08.

**4.) FY11 Budget Preparations**

We will be meeting with department heads over the next few weeks to prepare a balanced budget for FY11.

Also, just a reminder, that the Town Board FY11 Budget Workshops are currently scheduled for the evenings of April 7-9<sup>th</sup>, 2010.

If you have any additional questions, please feel free to contact us.

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

(ATTACHMENT A – SUMMARY OF POPULATION AND TAX DATA)

TOWN OF PAHRUMP  
 FY 2011 BUDGET  
 SUMMARY OF HISTORICAL POPULATION AND TAX DATA

A	B	C	D	E	F	G	H	I
	Description	Proposed FY11	Adopted FY10	Adopted FY09	Actual FY08	Actual FY07	Actual FY06	Actual FY05
	<b>Population</b>	38,247	38,882	37,928	36,645	33,342	30,465	28,847
	Annual Increase	(635)	954	1,283	3,303	2,877	1,618	1,320
	Percentage Increase	-1.63%	2.52%	3.50%	9.91%	9.44%	5.61%	4.80%
	<b>Assessed Valuation</b>	\$1,294,810,441	\$1,658,215,736	\$1,543,106,582	\$1,356,208,471	\$973,263,679	\$737,078,635	\$649,702,844
	Annual Increase	(\$363,405,295)	\$115,109,154	\$186,898,111	\$382,944,792	\$236,185,044	\$87,375,791	\$44,826,404
	Percentage Increase	-21.92%	7.46%	13.78%	39.35%	32.04%	13.45%	7.41%
	<b>Property Tax Revenue</b>	2,200,000	2,800,000	2,804,139	\$2,412,719	\$2,089,654	1,716,193	1,511,392
	Annual Increase	(600,000)	(4,139)	391,420	323,065	373,461	204,801	205,179
	Percentage Increase	-21.43%	-0.15%	16.22%	15.46%	21.76%	13.55%	15.71%
	<b>CTX Revenue</b>	565,000	631,000	700,000	785,805	883,579	833,788	815,847
	Annual Increase	(66,000)	(69,000)	(85,805)	(97,774)	49,791	17,941	116,444
	Percentage Increase	-10.46%	-9.86%	-10.92%	-11.07%	5.97%	2.20%	16.65%

AGENDA ITEM REQUEST

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

DATE AGENDA ITEM SUBMITTED  
2-22-2010

DATE OF DESIRED BOARD MEETING  
3-9-2010

CIRCLE ONE: Action

or

Non-Action

ITEM REQUESTED FOR CONSIDERATION:

Presentation for "Before They Go"

*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:

MR JIM WARD IS DOING A SHORT PRESENTATION ON  
"BEFORE THEY GO" ABOUT VIETNAM VETS AND A  
PROGRAM FOR VETERANS APPRECIATION BILLANCE.

BACKUP ATTACHED:  YES  NO

NAME OF PRESENTER(S) OF ITEM: MR JIM WARD

SPONSORED BY: BILL DOWN TBVC

Bill Down TBVC

Print Name

(Signature)

Signature

400 N. Hwy 160 Pahrump

Mailing Address

NEVADA 89061

775-764-1327

Telephone Number

#7

## AGENDA ITEM REQUEST

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

DATE AGENDA ITEM SUBMITTED  
3/1/2010

DATE OF DESIRED BOARD MEETING  
3/9/2010

CIRCLE ONE: Discussion, Action, Decision

or



ITEM REQUESTED FOR CONSIDERATION:

Discussion and Decision on Mr. Zucchero requesting to Appeal a Decision by the Pahrump Veterans Memorial Advisory Board Pertaining to Placing a Plaque on the Wall of Heroes for His Son, Vincent Zucchero and All Matters Related Thereto.

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

BRIEF SUMMARY OF ITEM:

Mr. Zucchero was denied permission by the VMAB to place his son's plaque on the Wall of Heroes located in the Veterans Memorial section of the Tecopa Cemetery. The VMAB advised Mr. Zucchero, that his son did not meet the Town Board approved SOP requirements for the Veterans Cemetery/Wall of Heroes.

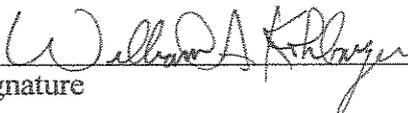
BACKUP ATTACHED:     YES     NO

SPONSORED BY: Town Manager

NAME OF PRESENTER(S) OF ITEM: Mr. Zucchero

William A. Kohbarger

Print Name

 03/01/10

Signature

Town Office

Mailing Address

(775) 727-5107 ext. 305

Telephone Number

To: Town Manager and the Pahrump Town Board

Re: Vincent Zuccaro

On February 18, 2010, the Pahrump Veteran's Memorial Advisory Board met to discuss a number of agenda items. Two of the agenda items were placed on the agenda at the request of the father of Vincent Zuccaro, in order to give the family the opportunity for due process that everyone deserves when dealing with local advisory boards and local government. On the agenda they were items number 4 and 5.

Item 4 was a request to change the amount of service that a veteran had to serve to qualify for burial. Currently, it is 24 months, the same as it is in all veteran's cemeteries. Ken Schockley made a motion to keep the 24 month requirement since it had been approved by the town board in August of 2009, in the Standard Operating Policy presented at that time. This also matches the guidelines set out by the Veteran's Affairs Office. The veteran's affairs office is the office that provides the money for veterans to be buried with, and is the same office that we get the money to fund the burials and inurnments in the Chief Tecopa cemetery. Mr. Schockley's motion received a second and the item went to public comment. Mr. Zuccaro was given as much time as he wanted to present his request for a change. Additional public comment was also heard during which Mr. Zuccaro became very loud and obnoxious. He then lashed out at the board members using extremely vulgar language. He then stood up and started to leave. He was asked several times to please stay to hear the vote and so that he could present his second request to the board. He continued to shout vulgar language at the board as he left. The motion was 5-0 to make no changes in the service requirements.

Mr. Zuccaro's second request was to have his son's plaque placed on the Wall of Honor. A place reserved for veterans that have served under honorable terms or that have died in the line of duty. There have never been any exemptions to this requirement.

The motion was made not to allow an exemption for the following reasons;

1. Vincent Zuccaro did not serve honorably
2. Vincent Zuccaro did not complete 24 months of service
3. Vincent Zuccaro had committed capital crimes for which he was in custody for and was being extradited to serve out his sentence in another state at the time of his death.
4. The plaque had been purchased from a trophy company and was Not issued from the Veteran's Affairs office and did not have the letter of authenticity that comes with a All plaques issued from the Veteran's Affairs office.

The motion received a second and went to public comment because the motion was very specific. There was no public comment and the board voted 5-0 to deny Mr. Zuccaro's request to place the plaque that he purchased with his son's name on it. It was however suggested that it be placed on the grave marker where Vincent is buried and the Cemetery Sextant said that that could be arranged easily.

Mr. Zuccaro has appeared before this board several times and we have done our best to find all the solutions and provide any resource we could find, unfortunately, he does not wish to hear from this board and has threatened to file a lawsuit if he does not get his way. The threat of the lawsuit was made in front of Town Board Member Bill Dolan and the vulgar language was used in front of Town Board Member Frank Maurizio.

The members of the Pahrump Veterans Memorial Advisory Board have received numerous phone calls and had consulted with various Veterans organizations to try and assist the Zuccaros.

All of the Veterans that I spoke to have said that they would protest any attempt to place Vincent Zuccaro's plaque and or grave marker anywhere in the Veteran's Memorial area of the Chief Tecopa cemetery.

It is with regret that the family has lost a son but the facts are very clear in this matter and it would belittle and dishonor the veterans who have been placed on the Wall Of Honor to include Vincent Zuccaro.

Alan Bigelow  
Chairman / Member (November 2007 – 1 March 2010)  
Pahrump Veterans Memorial Advisory Board

AGENDA ITEM REQUEST

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

DATE AGENDA ITEM SUBMITTED

MARCH 2, 2010

DATE OF DESIRED BOARD MEETING

MARCH 9, 2010

CIRCLE ONE:

Action

or

Non-Action

ITEM REQUESTED FOR CONSIDERATION:

DISSOLVE THE MEMORANDUM OF AGREEMENT WITH PAVED DATED OCTOBER 2007 AND TO MAKE NULL AND VOID RESOLUTION 2008-02 DATED FEBRUARY 2008 BASED UPON PAVED'S LACK OF PERFORMANCE FOR THE TOWN OF PAHRUMP AND ITS RESIDENTS. 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:

(Attached)

BACKUP ATTACHED:



YES



NO

NAME OF PRESENTER(S) OF ITEM: Bill Dolan VCTB

SPONSORED BY: Bill Dolan VCTB

Bill Dolan VCTB

Print Name

(Signature)

Signature

400 N. Hwy 160 Pahrump 89061

Mailing Address

775-764-1327

Telephone Number

Back-up for agenda item to “**Dissolve the Memorandum of Agreement with PAVED dated October 2007 and to make null and void Resolution 2008-02 dated February 2008 based upon their lack of performance for the Town of Pahrump and its residents.**”

*In the MOA it states the **PRIMARY Mission is to Facilitate Economic Development and Diversification in the Community.***

PAVED has not only failed in their mission they have failed to produce any information to the Town Board to show any difference. Even after several attempts to have the information supplied to the Town Board.

During the last attempt by the Town Board to extract information from the BOD the leaders of the PAVED group, the only answer(s) they had were “we don’t know the answer” or “I don’t know”. When asked how many members they have they **did not know**.

When asked about their 501 c3 non profit status **the BOD’s misrepresented themselves to the Town Board** saying they were a 501 c3 when in fact the IRS has no such listing on file. PAVED is listed with the State of Nevada as a Domestic Non-Profit. **Failure to follow through with Rural Communities Workforce Solutions Inc is what cost PAVED its 501 c3 status.**

Under the MOA, PAVED was appointed as the Economic Development Authority for Pahrump to promote and assist in the development of commercial, industrial, mining and agricultural activities within the Pahrump Valley of Nye County. **The Town Board has received nothing, zero information from PAVED to show any of this has or is being worked on.**

Under section 1 of the MOA:

1.2 Promote efforts to attract appropriate business that will directly contribute to the economic growth of Pahrump. **PAVED has not and I venture to say cannot show the Town Board they have completed any work on this section.**

1.3 Promote industrial parks, downtown revitalization and construction of related public facilities including water, sewer, streets and power. **Has not shown the Town Board that any of this has been worked on or completed.**

1.5 Conduct multi-community planning, surveys, investigations, studies, demonstration projects and or training programs in support of economic development within the Pahrump Valley. **There has been some Round Table Forums held but nothing addressed in 1.5 has been reported to the Town Board as completed since the new BOD took control of PAVED in early 2009.**

1.6 Support human service projects including those which provide for development of low cost and moderate housing, job training, employment and counseling. **Again nothing has been reported to the Town Board to show any of this has taken place.**

1.7 Provide information to the Town Board regarding grants and financial assistance which may be available from the State or other public or non-profit entities for economic and community development. **From the Operating Statement you provided at the last Town Board meeting (which is not a budget it's just a listing of numbers) shows that PAVED as of Dec 2009 had a deficit of (19,100.48). Yet in the first six weeks of 2010 you show a deficit of only (2,230.31) and you show no income either. What happened to the (19,100.48) loss from 2009?**

**And what about the \$7,000.00 in legal fees to fight the CCSC lawsuit filed against PAVED. Where is that listed in your numbers or was that taken care of by CCSC group when members of that group started working their way into PAVED?**

**How have you planned to receive funds to show your supporting your group?**

1.8 Provide technical assistance to Pahrump Valley in seeking funds from Federal, State or private sources for the purpose of community or economic development. **Again PAVED has shown no movement in this area or proved to the Town Board they are in the process of securing any funds.**

1.9 Through initiation of grant applications and projects, assist in the elimination of slums and blight and thereby aid in the general improvement of Pahrump Valley and the quality of life for residents of Pahrump Valley. **PAVED has shown nothing in this area as well.**

1.10 Recommend appropriate federal and state legislation for the promotion of economic development and community services in the Pahrump Valley. **The BOD stated in a 2009 letter to the Town Manager they had been working on this issue but have failed to supply any actions or results of who they worked with or the final outcomes.**

Not only has PAVED failed in there requirements of the MOA with the Town of Pahrump they have not lived up to their own By-Laws Article 1 Section 2: **PAVED is organized to promote the general welfare or prosperity of the Pahrump & Pahrump Valley area through an organized effort of economic development. This will include but is not limited to the promotion of the Pahrump & Pahrump Valley to the manufacturing, service and commerce industries.**

October 9, 2008 Pahrump Town Board Meeting:

Paula Glidden said that PAVED is currently in the process of filing for a 501 c3 status. **We know that did not happen.**

Ms. Glidden went on to say: The needs are to create a Marketing Officer, a grant writer and an economic director to push PAVED to the next level. **This also did not happen as we know of today.**

At the February 12, 2008 Town Board meeting Ms. Glidden also stated that: The plan is to raise \$6,000,000 within the next five years for economic development. **That's \$1,200,000 per year and that was two (2) years ago so PAVED should have or attempted to raise \$2,400,000 and I do not see that anywhere in their reports of being worked on or achieved.**

At that same meeting past Town Board Member John McDonald asked what plans PAVED has as he cannot support this unless the Board do regular financial statements and progress reports. **(We have shown this did not happen)** Mr. McDonald asked to be reassured that the Board would receive regular updates with statistical reports on the number of calls received and how many people they have shown around town. **(Again this has not happened from PAVED)** John McDonald noted that as a pilot program with this seed money he did not have a problem with it; however, he would not vote to continue it past the current budget period unless reports showed that the money was multiplying itself.



## **5. LIAISONS**

- 5.1. Town Board Members will be assigned to attend Town Advisory Board meetings as liaisons to provide a direct line of communication regarding problems, needs, and directives prescribed by the Board. Liaison reports should be given to the Town Board at the regular Board meeting immediately following the advisory board meeting to update the Town Board Members on ongoing and proposed projects.

**EDEN, INC. OF NEVADA**  
**Economic Development Authority of Nye County, Nevada**

March 4, 2010

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

Dear Bill:

EDEN Inc. of Nevada is currently in the process of obtaining liaisons from each of the six principle communities in Nye County. Currently, Pahrump does not have a liaison to the EDEN Board of Directors. It is our desire to have a current town board member designated as the Pahrump liaison to EDEN.

EDEN Inc. of Nevada holds monthly board meetings, the last Wednesday of each month, at our office located on the second floor of the Nevada State Bank building. These monthly meetings usually last between one to two hours.

Ideally, the town board member who might be designated as liaison would be able to attend these meetings. That individual can participate either in person or by calling into our 800 conference line. My purpose in contacting you is to solicit your support in seeing that an appropriate individual is chosen to fulfill this rule.

Thank you for your cooperation in this matter.

Sincerely,



Allan L. Parker  
President  
EDEN Inc. of Nevada

**AGENDA ITEM REQUEST**

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

DATE AGENDA ITEM SUBMITTED  
3/3/2010

DATE OF DESIRED BOARD MEETING  
3/9/2010

CIRCLE ONE: Action

or



ITEM REQUESTED FOR CONSIDERATION:

Review and Approval of Resolution 2010-03, A Resolution to Set Fees for Chief Tecopa Cemetery.

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

BRIEF SUMMARY OF ITEM:

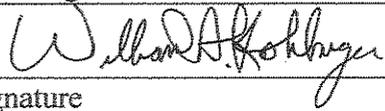
See attached Resolution #2010-03 along with Exhibit A.

BACKUP ATTACHED:     YES     NO

SPONSORED BY: Town Manager

NAME OF PRESENTER(s) OF ITEM: Town Manager

William A. Kohbarger  
Print Name

 03/03/10  
Signature

Town Office  
Mailing Address

(775) 727-5107 ext. 305  
Telephone Number

# 11

RESOLUTION NO. 2010 – 03  
TOWN OF PAHRUMP, NEVADA

A RESOLUTION TO SET FEES FOR CHIEF TECOPA CEMETERY

WHEREAS the Town Board of the unincorporated Town of Pahrump has found that the following fees are necessary for the adequate enforcement of Pahrump Town Ordinance #39,

NOW THEREFORE, the Town Board of the unincorporated Town of Pahrump does hereby resolve as follows:

The following fees shall be charged for the services listed in Exhibit A attached to this resolution.

Motion proposed by Town Board Member: \_\_\_\_\_

Motion seconded by Town Board Member: \_\_\_\_\_

VOTE:                    AYES: \_\_\_\_\_                    NAYS: \_\_\_\_\_                    ABSENT: \_\_\_\_\_

APPROVED ON THE \_\_\_\_\_ DAY OF MARCH, 2010

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CEMETERY FEES**

	<b>OPEN/CLOSE INCLUDES VAULT</b>	<b>HEADSTONE PLACEMENT</b>
DOUBLE #1	\$1,200.00	\$120.00
DOUBLE second	\$624.00	
SINGLE ADULT	\$1,080.00	\$120.00
SINGLE JUNIOR/BABY	\$780.00	\$120.00
CREMATION	\$180.00	\$120.00
DISINTERMENT	SAME AS ABOVE	
Reserve fee	\$300.00	

**VETERANS**

SINGLE ADULT	\$900.00
SINGLE ADULT CHILD	\$900.00
VETERAN'S COLUMBARIUM	\$450.00

## AGENDA ITEM REQUEST

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

DATE AGENDA ITEM SUBMITTED

MARCH 01, 2010

DATE OF DESIRED BOARD MEETING

MARCH 09, 2010

CIRCLE ONE:

Action

or

Non-Action

ITEM REQUESTED FOR CONSIDERATION:

TO REVISE THE WAY P.T.O. ARE REVIEWED, REVISED AND REWRITTEN.

*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 BACK UP

BACKUP ATTACHED:



YES



NO

NAME OF PRESENTER(S) OF ITEM:

FRANK J MAURIZIO

SPONSORED BY:

FRANK J MAURIZIO

FRANK J MAURIZIO  
Print Name

[Signature]  
Signature

/  
Mailing Address

775 209 5898  
Telephone Number

To: Pahrump Town Board Members  
From: Frank J Maurizio Town Board Member  
Subject: Writing of or revising Pahrump Town Ordinances

Board Members,

We have adopted Roberts Rules sometime back. We have been writing or revising the Pahrump Town Ordinances the last couple of months. I would like to propose the following changes to the process.

- 1) Review the ordinance and decide if it needs updating.
  - 1a) Form a two or three-person sub committee to investigate and recommend how to rewrite the ordinance. Maybe a temporary advisory board would be a suggestion.
- 2) We should encourage public participation through workshops to address the communities concern and include input from the appropriate manager, contractor, or department to be affected by any changes.
- 3) Write a draft copy and then submit it to the Towns Attorney for legal concerns.
  - 3a) Review the attorneys version with the committee for the final version to verify that there is no significant change for another re-write. Might consider a couple of citizens who participated in the workshop be included.
- 4) The final process, which is the submission to the board for approval or denial.

Respectfully submitted,

---

Frank J Maurizio

Pahrump Town Board Member

## **HOW TO WRITE AND PROCESS A MUNICIPAL CODE CHANGE**

### **BACKGROUND**

The writing and processing ordinances to modify the Municipal Code has always been a mystery to most and avoided by almost everybody. Quite often we accept or put up with conditions or processes, because of the old paradigm "That's what the Code says". Employees who work with system every day recognize and understand what is outdated, needs revision or is actually wrong or unfair. Unfortunately, they just follow it as written and expect changes to come from the gods.

Making changes by writing draft ordinances and processing them is actually very easy as long as they are agreed to internally by the Bureau. There are some simple formatting rules, conventions and specific wording that when incorporated with the modification desired will achieve quick results. The new paradigm should be "if it doesn't work, let's change it".

### **RESEARCHING THE CODE**

Once a problem area has been identified, the "offending" Municipal Code Section has to be located. The most up to date version of the Municipal Code is the on-line version that can be linked to from the City's home page ([lacity.org](http://lacity.org)). The Administrative Services Division also has a fairly recent hard copy of the whole Municipal Code that is updated every few months. After you find the section, make a hard copy and use it to work from for making changes and additions. Sometimes a totally new section is needed. This requires more effort to determine where in the Municipal Code this section will fit and to create the section numbers to be used.

### **WRITING A DRAFT ORDINANCE**

Now that you have determined the where the proposed change to the Municipal Code will go there is a specific format for ordinances to be written. It always helps to look at an old draft ordinance (See Examples 2 & 4) and clone from it as much as you can. Originality is not encouraged in this process. Eventually the draft ordinance that is submitted will be formally rewritten by the City Attorney, but usually they just copy it and sent it back to the City Council on their "special paper". Therefore, the content of the draft ordinance must be specific and precise. The following steps are the basic outline to follow:

1. Top of first page in capitals: ORDINANCE NO. \_\_\_\_\_
2. Need statement of the purpose or intent of the ordinance: "An Ordinance (amending, modifying, adding, deleting, etc.) Article \_\_\_ of Chapter \_\_\_ or Section(s) of the Los Angeles Municipal Code to (allow, provide, clarify, modify, etc.) \_\_\_\_\_"
3. In capitals and bold: **"THE PEOPLE OF THE CITY OF LOS ANGELES DO ORDAIN AS FOLLOWS"**
4. Each different location of the Code that is amended, modified, added, etc. is given a "Section Number". Most ordinances are concern with one location and will have only two sections. The last section (usually called Section 2) will be shown below. This wording is usually: "Section 1. (double space) Section \_\_\_\_\_ of the Los Angeles Municipal Code is hereby (amended, modified, added, etc.) to read as follows :)"
5. Next give the number of the section to be amended, etc and the section title. For an existing Code Section use the existing title. If you are adding a new section, create a short descriptive title that can be easily found in the future. The simple wording could be "Section \_\_\_\_\_ followed by the title". The title can be upper or lower case depending on conformity to the Code section that is being modified. Over the years different City Attorneys wrote the title differently and all that can be done is uniformity within a particular section. Sometimes you will run into a situation where you will be working on a Subparagraph of a Paragraph of a Subsection of a Section. This can be confusing, but will work out if you study the structure of the Code Section. It may be best to look at an example of a previously written draft ordinance.
6. Then give the Subsection, etc. number and a descriptive word or two. Numbering in the Municipal Code can be tricky and random as it was put together over the years by numerous attorneys and administrators who used numbers some in parentheses, letters in parentheses, lower case Roman Numerals in parentheses and a few other miscellaneous numbering schemes. All you can do is try to be consistent within the location of the Code you are working.
7. Now you can state the modified or added wording in the draft ordinance.

8. The last Section of the draft ordinance usually called Section 2 unless more than one location of the Code was modified. Is always worded as follows:

“Section 2. The City Clerk shall certify to the passage of this ordinance and cause the same to be published in some daily newspaper printed and published in the City of Los Angeles.”

9. The closing is the same in every draft ordinance. The following is an example (Remember the names will change over time.) of the standard closing:

“I hereby certify that the foregoing ordinance was passed by the Council of the City of Los Angeles, at its meeting of \_\_\_\_\_.”

FRANK T. MARTINEZ, City Clerk

By \_\_\_\_\_

Approved \_\_\_\_\_  
Approved as to form and legality

By \_\_\_\_\_  
ANTONIO R. VILLARAIGOSA, Mayor

ROCKARD J. DELGADILLO, City Attorney

By \_\_\_\_\_  
CHRISTOPHER M. WESTHOFF  
Assistant City Attorney”

## THE TRANSMITTAL BOARD REPORT

The completed draft ordinance must now be sent by report to the Board of Public Works with instructions on how it should be processed (See Examples 1 & 3). The wording of the Board Report Recommendation is very important to avoiding unnecessary processing delays. Now we will discuss the proper wording for the report.

1. **Bureau of Engineering or Joint Report** – If the proposed ordinance change involves other Bureaus of the Department of Public Works involve them in the process early and submit the draft ordinance under a Joint Report with the proper signatures spaces at the end.
2. **Title** – The wording of the title should be in bold and capital letters and read as follows: **PROPOSED ORDINANCE MODIFYING THE LOS ANGELES MUNICIPAL CODE TO (PROVIDE, ADD, DELETE, ETC.) (A,AN)**

---
3. **Recommendation** – The recommendation is the key to having the draft ordinance processed and adopted. The wording shown here is revised and updated from previous Ordinance Transmittal Board Reports and reads as follows: “Forward this report with the attached draft ordinance to the City Council with the recommendation that the attached draft ordinance modifying L.A.M.C. Section(s) \_\_\_\_\_ be sent to the City Attorney for formal ordinance preparation and then adopted.”
4. **Fiscal Impact Statement** – You must include a Fiscal Impact Statement even if there is none. Examples of such statements are as follows: “There is no impact on the General Fund. The proposed modifications do not affect any budgetary allocations.”, “These specific situations occur at most \_\_\_\_\_ times and the fiscal impact to the City is \_\_\_\_\_ per occurrence.” or what ever the actual revenue or budgetary situation is.
5. **Attachment** – “Draft Ordinance modifying L.A.M.C. Section(s) to/by ..... (Short summary)”.
6. **Discussion** – Give short history of the current situation and what the existing Municipal Code allows or doesn’t allow. Then outline what the proposed ordinance modification will accomplish and end with a paragraph how the proposed ordinance will benefit the City, the public and any other involved parties.
7. **Signatures** – Use same format as any other Board Report (City Engineer or Joint).
- 8.

It is always helpful to review previous Board Reports transmitting proposed ordinances to have as examples. Again too much creativity is not encouraged.

Attached to this guideline are sample draft ordinances and their accompanying Board Reports. For some cases you may have to do some research finding other examples if these included herein do not fit the particular situation you are trying to resolve.

---

---

### **Links To Examples:**

Example 1

Example 2

Example 3

Example 4

**AGENDA ITEM REQUEST**

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

DATE AGENDA ITEM SUBMITTED

March 01, 2010

DATE OF DESIRED BOARD MEETING

MARCH 09, 2010

CIRCLE ONE:

Action

or

Non-Action

ITEM REQUESTED FOR CONSIDERATION:

TO PUT CLOSED SESSIONS IN THE BEGINNING OF THE REGULAR MEETING INSTEAD OF THE END.

*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:

TO DISCUSS PUTTING CLOSED/EXECUTIVE MEETINGS IN THE BEGINNING OF THE REGULAR MEETINGS TO KEEP PUBLIC INFORMED

BACKUP ATTACHED:

YES

NO

NAME OF PRESENTER(S) OF ITEM:

FRANK MAURIZIO

SPONSORED BY:

FRANK J MAURIZIO

FRANK MAURIZIO  
Print Name

Frank Maurizio  
Signature

Mailing Address

775 209 5898  
Telephone Number

**AGENDA ITEM REQUEST**

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

DATE AGENDA ITEM SUBMITTED  
3/3/2010

DATE OF DESIRED BOARD MEETING  
3/9/2010

CIRCLE ONE: Discussion, Action, Decision or 

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Decision on Consideration of Utilizing the New County Facility  
Located at the Calvada Eye for Future Town Board meetings.

*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:

I have been approached by Bob K2 asking if we would  
like to use their facility at the Calvada complex for our  
Town Board meetings.

BACKUP ATTACHED:  YES  NO

NAME OF PRESENTER(S) OF ITEM: Bill Down VETB

SPONSORED BY: Bill Down VETB

Bill Down VETB  
Print Name

  
Signature

400 N. Hwy 160 Pahrump  
Mailing Address 89061

775-764-1327  
Telephone Number

#14

PAHRUMP TOWN BOARD MEETING  
BOB RUUD COMMUNITY CENTER  
150 NORTH HIGHWAY 160  
TUESDAY – 7:00 P.M.  
FEBRUARY 23, 2010

MINUTES

1. Call to Order and Pledge of Allegiance.

Chairman Nicole Shupp called the meeting to order and led in the pledge of allegiance.

2. Discussion and possible decision regarding moving the order of, or deleting an agenda item(s).  
(Action)

**Frank Maurizio motioned to move Item #9 (Discussion and decision on a Memorandum of Agreement (MOA) between the Town of Pahrump and Nye County, outlining the relationship between the Pahrump Valley Fire-Rescue Service and Nye County Emergency Services) to the second meeting in March. Vicky Parker seconded for discussion.**

Bill Kohbarger asked why Mr. Maurizio wanted it moved. Frank Maurizio stated it was based on a phone call from Rick Osborn (County Manager) regarding the wording. Mr. Kohbarger explained that he met with Mr. Osborn on several occasions. The MOA was sent to Mr. Osborn and wanted two words changed that being the reason the item was pulled from the last agenda. Changes were made according to the backup and they requested that all hazmat be sent to Nye County Emergency Services. It is up to the Board to send the MOA to the County and see what comes of it. Frank Maurizio noted that he does not want to see any infighting. Mr. Kohbarger and Chief Lewis gave a short history of two incidents which transpired and informed the Board of the County's actions.

**Frank Maurizio rescinded his motion. Vicky Parker withdrew her second.**

3. Announcements (Non-Action)

The Town Board members presented a Certificate of Appreciation to Tom Saitta. Frank Maurizio announced the Earth Day event scheduled for April 17 at Honeysuckle Park. Mr. Maurizio also announced that the Executive Director of the Ethics Commission will be in Pahrump March 25<sup>th</sup> to hold a seminar at the Community Center from 3 pm to 5 pm. The public is invited. Mr. Kohbarger was asked to let the County know.

Vicky Parker announced the Community Resource Forum will be held February 24, at the Community Center. Mrs. Parker announced the Guns and Hoses Blood Drive to be held February 26 and 27. Also, the Arena Advisory Board will meet on March 4 at the Town Annex. The Nuclear Waste and Environmental Advisory Board will meet on March 5 at 2 p.m. at the Town Annex. Through April 15, the VITA tax assistance is at the Community Center each Wednesday and Saturday from 9 a.m. until 4 p.m. Mrs. Parker also announced the Incorporation Workshop dates and locations.

Dr. Tom Waters announced a blood drive would be held on March 14 at the Seventh Day Adventist Church on North Blagg. Dr. Waters also explained the VITA program. Gina Goode announced filing dates for public office begin on March 1<sup>st</sup> through March 12<sup>th</sup>. Ms. Goode asked that all potential candidates notify her so she can get information from them.

Neil Beer announced the Veterans Appreciation Alliance (VAA) produces films to raise awareness to situations involving our veterans. Mr. Beer provided copies of DVD to the Board. Neil Beer announced that a memorial service is scheduled for the Chief Tecopa Cemetery to honor two Veterans, Tom Waters' brother and a friend of Dr. Waters.

Brian Nelson announced the Community Outreach Task Force works with issues of poverty and invited Town Board members to their meeting on March 10<sup>th</sup>.

Bruce Calley announced the Concerned Citizens for Safe Community meet at 6 p.m. Mondays at 110 Emery Street.

4. Advisory Board Reports, from Advisory Board Chairpersons and/or Town Board Liaisons on the status of Advisory Boards. (Non-Action)

Alan Bigelow reported that the Veteran's Memorial Advisory Board approved donation forms for the columbarium program and explained the donor wall. Mr. Bigelow also stated that discussion took place regarding guidelines for being placed on the memorial wall. Alan Bigelow recommended the Town Board not change the current policy.

5. Town Manager Report. (Non-Action)

Bill Kohbarger provided a written report. Nicole Shupp pointed out the thank you cards received by the Pahrump Valley Fire-Rescue Service (PVFRS). Bill Dolan asked if anything was heard from the County Manager concerning the Simkins Park payment. Bill Kohbarger replied no.

6. Town Board Member's Comments. (Non-Action)

There were none.

7. Discussion and possible decision to approve replacement copier lease. (Action)

**Bill Dolan motioned to approve the replacement copier lease for Xerox WC5150 as requested by staff. Vicky Parker seconded the motion.**

Vicky Parker thanked Mr. Saitta for his donation. Although it cannot handle the volume by the office, it will be going to Building and Grounds for their use.

**Vote passed 4 – 0.**

8. Discussion and possible decision on approving a contract between the Town of Pahrump and Brian K. Shoemake (Brian K. Media & Design) in regards to designing, operating and hosting the Town of Pahrump's website. (Action)

Bill Dolan asked Mr. Shoemake at what point in time in the contract does the control key for the data get turned over to Town Staff. Brian Shoemake replied that once the website is developed and online and functioning, there is a short beta phase usually taking 3 – 4 months. Bugs are worked out and corrections made, town staff is trained for the proper use of the website and how to do the editing. Once the beta phase is complete the Town will own the website and be fully functional with backups provided. Mr. Dolan referred to access codes. Mr. Shoemake said he intends to do regular

backups on the website as well as the database and all the Town's files. He will investigate the logistics of setting up an external hard drive for the Town for specific backups for just the Town. He will be doing backups himself.

Nicole Shupp asked for an explanation of miscellaneous provisions, unobtrusive credit with a hypertext link. Mr. Shoemake explained it means his name appears at the bottom of the website.

Bill Dolan motioned to approve the contract with Brian K Media and Design in regards to design, operation and hosting the Town website. Frank Maurizio seconded the motion.

Brian Shoemake noted that he had one addition to the contract and provided his addition to the Town Board.

Bill Kohbarger read a paragraph to be added to the contract: "Web designer will provide the Town with a full and complete backup of the website upon publication and every six months thereafter." This is not the paragraph he is requesting. There was further discussion concerning providing free hosting and maintenance issues. Mr. Dolan said he wished to stay with the original agreement without Mr. Shoemake's addition. Brian Shoemake expressed his concerns with an open ended contract. Bret Meich stated it was up to the Board to approve the contract as presented and it is up to Mr. Shoemake whether he wants to enter into the contract. It can be sent out for proposal again or negotiate with Mr. Shoemake for different language.

Donna Lamm and Dave Stevens commented.

Bill Dolan withdrew this motion and asked that it be brought back at approximately 8:20 p.m. this meeting. Frank Maurizio withdrew his second.

After discussion with Brian Shoemake, Bill Kohbarger recommended that the contract be amended with the following addition: "The web designer will provide unlimited free maintenance service for one year after publication of the website. The web designer will then provide six (6) hours of free maintenance for each month of the second year after publication."

**Bill Dolan motioned to accept the contract with Brian K Media with Mr. Brian K. Shoemake as presented and with the change just presented by the Town Manager (see addition above). Frank Maurizio seconded the motion.**

**Vote passed 4 – 0.**

9. Discussion and decision on a Memorandum of Agreement (MOA) between the Town of Pahrump and Nye County, outlining the relationship between the Pahrump Valley Fire-Rescue Service and Nye County Emergency Services. (Action)

Bill Dolan pointed out that this negotiation has been ongoing since May of 2009. An MOU and Mutual Aid Agreement (MAA) with the County since 2005 were rescinded by proclamation in 2008. Mr. Dolan noted that the PVFRS can respond to anything within the Town boundaries. We currently have MAA with Bureau of Land Management, Clark County and the City of Henderson. Anything outside the Town of Pahrump would fall to

Nye County EMS. PVFRS will no longer be going to Crystal or areas not covered under the three MAA's. Mr. Dolan said he felt it should go forward.

**Bill Dolan motioned to approve the MOA between the Town of Pahrump and the County and send it to the County Commissioners for their consideration.**

Vicky Parker asked what the point is in passing a one-sided MOA. Mr. Kohbarger replied it would be a start. This has been worked out for over a year. There was discussion about whether to approve the MOA. Bill Kohbarger suggested three options to the Board; to table indefinitely, approve, or deny the MOA.

**Vicky Parker seconded Mr. Dolan's motion.**

Bruce Calley commented about approving a one-sided agreement.

**Vote passed 3 – 1. Frank Maurizio voted nay.**

10. Discussion and possible decision regarding updates from Pahrump Alliance for Valley Economic Development (PAVED) Board. (Action)

Bill Dolan asked what the status was of the 501C3. Roxanne Blumm stated PAVED's 501C3 is in active status. Mr. Dolan noted that the Secretary of State recognizes PAVED as a Domestic Non-Profit Corporation. Ms. Blumm noted that Ms. Glidden is out of Town. Dina Williamson said she would get the answer. Mr. Dolan noted that \$30,000 was awarded to PAVED in May 2009. PAVED was requested to provide quarterly reports. One was received in July 2009 and no others since. Bill Dolan asked why they have not been provided. Ms. Williamson did not have an answer as to why prior reports were not done. Mr. Dolan asked about PAVED current membership. Ms. Blumm talked about a transition PAVED made and downsizing to focus on economic development.

Frank Maurizio asked that this item be tabled until the return of Ms. Glidden as answers being provided are not satisfactory. Bill Dolan noted that this item has been postponed twice and Ms. Glidden asked Mr. Dolan not to table again and to go forward.

**Bill Dolan motioned to remove this agenda item and there will be a forthcoming agenda item for March 9<sup>th</sup>. Frank Maurizio seconded the motion.**

**Vote passed 4 – 0.**

Bill Kohbarger asked for clarification of the motion confirming that it is tabled indefinitely.

11. Discussion and possible decision on Pahrump Town Ordinance #39 (PTO #39), an amendment to Ordinance No. 39 of the Unincorporated Town of Pahrump, to revise and restate the Town's regulations concerning the management and maintenance of the Town's cemetery, and providing for other matters properly relating thereto. (Action)

Frank Maurizio asked about section 39.300.a.1. regarding minimum working days notice and asked about Jewish burials. Mr. Meich said he could research the information or the

ordinance could be amended. Mr. Kohbarger suggested that it could be published and continue with research and amend at the time it comes before the Board for approval.

Bill Kohbarger provided a chart of current charges which are included in the ordinance. Mr. Kohbarger asked the Board to consider raising rates \$100 or \$200 except for the Veteran's, leaving it at \$900. There was more explanation and discussion for raising rates with Board members and the Town Manager. Clarification was made that it is for in ground burials only. It was pointed out that fees were not increased since 1997. Vicky Parker asked if a percentage would be considered rather than an across the board rate increase. Mr. Kohbarger stated that a 20% increase would be acceptable. Mrs. Parker asked if the fees were part of the ordinance or separate. Bret Meich explained that the fees are currently in the ordinance and can be amended to do something by resolution as was done with the Fire Department.

**Vicky Parker motioned to accept the amendment to Pahrump Town Ordinance #39 excluding the fees to bring back at a later date in the form of a resolution.**

Bret Meich asked that the motion be amended to approve to publish the amendment to PTO #39.

**Vicky Parker added to her motion that staff be directed to publish the amendment. Frank Maurizio seconded the motion.**

Alan Bigelow, Bruce Calley, Dave Stevens and Jose Telles commented.

There was further discussion concerning the Veteran's Advisory Board Standard Operating Procedures (SOP), adding as an attachment. Bret Meich noted that much of the SOP is included in the amended ordinance, but if there is something that needs to be added to the current ordinance it can be discussed.

**Vote passed 3 – 1. Bill Dolan voted nay.**

## **12. Discussion and possible decision Consent agenda items: (Action)**

- a. Action – approval of Town vouchers
- b. Action – approval of Town Board meeting minutes of February 9, 2010
- c. Action – approval of resignation of Jacob Skinner from the Incorporation Advisory Board.
- d. Action- approval of resignation of Alan Bigelow from the Pahrump Veteran's Memorial Advisory Board.

**Bill Dolan motioned to approve consent agenda items a – d. Frank Maurizio seconded the motion.**

**Vote passed 4 – 0.**

## **13. Future Meetings/Workshops: Date, Time and Location. (Action)**

Vicky Parker listed the time, dates and locations of the Incorporation Feasibility Study hearings.

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

Butch Harper talked about the patch program he is involved with.

Bob Irving asked questions regarding Fall Festival funds and items from previous Fall Festivals.

Harold Grimmaud commented regarding vehicles used for union meetings.

Alan Bigelow commented regarding the veteran's ceremony at Chief Tecopa Cemetery on March 24.

Bruce Calley commented on the Town Manager Goals and Objectives and his required training. Mr. Kohbarger did not respond. Mr. Calley asked if Mr. Kohbarger has met with local organizations and registered citizens groups as requested to bring their five top concerns to the Town Board. Nicole Shupp explained that the Board will be addressing this in July.

15. Discussion and decision regarding closed session for the Town Attorney to advise the Town Board regarding initiating arbitration and litigation pursuant to NRS 241.015(2)(b)(2). (Action)

**Bill Dolan motioned to close the meeting. Frank Maurizio seconded the motion.**

**Vote passed 4 – 0.**

16. Closed session.

17. Discussion and decision regarding issues addressed in closed session. (Action)

**Vicky Parker motioned to authorize legal counsel to arbitrate and pursue arbitration and litigation against WillDan. Frank Maurizio seconded the motion.**

Andy Alberti commented on a motion to go to arbitration.

**Vote passed 4 – 0.**

18. Adjournment.

Meeting adjourned at approximately 9:00 p.m.

Respectfully submitted,

Vicky Parker, Clerk  
Pahrump Town Board

/cw



MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

TO: Town Board

FROM: William A. Kohbarger, Pahrump Town Manager  
Paula Glidden, Chairperson, Pahrump Tourism and Convention Council

DATE: March 9, 2010

RE: Approval of Pahrump Tourism and Convention Council \$2,000 Grant for the Nevada Commission on Tourism Rural Round Up Conference

**1.) Background**

The Pahrump Tourism and Convention Council (PTCC ) has recommended the approval of a grant to send two PTCC members and the Town Board Liaison to the annual Nevada Commission on Tourism (NCOT) Rural Round Up Conference in Winnemucca March 24- 26, 2010. The PTCC has been represented each year at the Rural Round Up, in order to learn and share tourism marketing initiatives with other rural communities who face a unique challenge in attracting visitors.

This grant will fund registration and travel expenses to the conference, which is sponsored annually by the Office of the Governor and Lieutenant Governor. It provides an opportunity for our volunteer board members to attend educational sessions and learn about NCOT grant programs for the next fiscal year.

NCOT has awarded matching grants to Pahrump that have funded marketing and advertising campaigns, helped provide construction funding for the Visitors Kiosk, as well as the production and distribution of Pahrump tourism brochures.

**.2.) Fiscal Impact**

There are sufficient funds available in the Pahrump Town Tourism Room Tax Fund for this grant.

**3.) Town Manager Recommendation and Board Action Requested**

The PTCC and the Town Manager recommends that the Town Board *move to approve the request for a PTCC grant in an amount not to exceed \$2,000 from the Pahrump Tourism Room Tax Fund, as presented in the attached materials, for attendance at the NCOT Rural Round Up.*

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

Attachments: A, B, C

#15e

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

**Attachment "A" – PTCC Recommendation**

February 11, 2010

Memo to: Pahrump Town Board  
Subject: Letter of Recommendation for Grant Funding

Dear Members of the Board:

The Pahrump Tourism and Convention Council voted (4-0) to recommend that the Town of Pahrump grant funding to the Pahrump Tourism and Convention Council to send two tourism board members and Vicky Parker, town board liaison to the Rural Roundup on March 24-26, 2010. We are requesting funds to cover the costs of the conference and reasonable expenses for travel.

Proper paperwork has been submitted according to the current Pahrump Tourism and Convention Council's grant guidelines.

Sincerely,

Paula Glidden-Chair  
Kelly Buffi  
Alice Eychaner  
Laraine Harper  
Tim Lockinger  
Don Rust  
Maryanna Smith  
Karen Spalding

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 03-09-2010

## Attachment "B" – Expenses

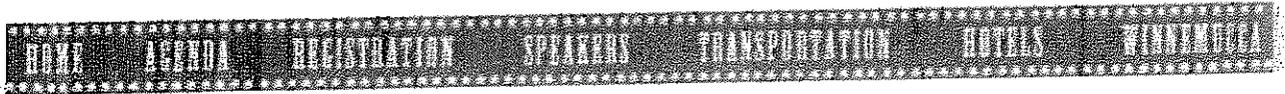
### Rural Roundup 2010 Estimates

	Airfare	Lodging	Meals / Per Diem	Bus Travel	Registration	TOTAL
(1) Buffi, Kelly	\$ 346.00	N/A	N/A	\$ 25.00	N/A	\$ 371.00
Maurizio, Frank	N/A	\$ 148.35	\$ 50.00	\$ 50.00	\$ 65.00	\$ 313.35
Parker, Vicky	N/A	\$ 148.35	\$ 50.00	\$ 50.00	\$ 65.00	\$ 313.35
Spalding, Karen	\$ 346.00	\$ 98.90	\$ 50.00	\$ 25.00	\$ 65.00	\$ 584.90
<b>Total</b>	<b>\$ 692.00</b>	<b>\$ 395.60</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 195.00</b>	<b>\$ 1,582.60</b>

(1) Lodging, per diem, & registration fee covered by Silver Trails

**Attachment "C" – NCOT Rural Round Up  
Conference Schedule**

**AGENDA**



**WEDNESDAY, MARCH 24**

- 12:00 PM    **Registration**    Center Lobby - West Hall
- 1:00 PM    **Golf Tournament (optional)**  
9-Hole Scramble - \$20 per person. Pre-registration required. Contact Christian Passink at 775.687.0643 for more information.    Winnemucca Golf Course
- 2:00 PM    **Skeet Shoot (optional)**    Winnemucca Trap Club
- 4:00 PM    **Winnemucca Wine Walk (optional)**    Winnemucca Chamber of Commerce
- 6:30 PM    **Fun-A-Mucca Carnival & Welcome Reception**  
Join your fellow tourism partners from around the state in an evening of fun, food, networking, entertainment and games. Try your hand at Bungee Ball, Dangle Hopper and Laser Tag. Test your agility on the Obstacle Course or go a few rounds in Monster Boxing and be sure to ride the Mechanical Bull. Back by popular demand will be the Tug 'O War, the north against the south. Casual attire suggested.    Winnemucca Events Center

**THURSDAY, MARCH 25**

- 7:30 AM    **Registration**    Center Lobby - West Hall
- 7:30 AM    **Continental Breakfast**    West Hall Lobby
- 8:30 AM    **Welcome and General Session**  
Speaker Ryan Denny, Google  
"Top 10 Quick Wins for Online Advertising Success"  
  
Since many tourism boards don't have someone dedicated full-time to online marketing efforts, Ryan will address quick and easy activities that have the biggest impact on your success online. These 'quick wins' will focus on Advertising, Measuring Success, and Your Website. You'll come away from this presentation with immediate ideas for how to achieve your organizations' goals online!    West Hall
- 9:40 AM    **Refreshment Break**    West Hall Lobby
- 10:00 AM    **Concurrent Sessions**
- Evaluating Your Web Site**    Mount Tobin

Speaker James F. Petrick, Ph.D., Texas A&M University

In this session the key components that make a tourism website successful will be explained and displayed. Additionally, ways to measure how well your website is doing will be discussed, as well as current trends related to the use of electronic media to make travel decisions.

**NCOT Grants from Application to Evaluation**  
Speakers: Kari Frlot and Christian Passink, NCOT

Winnemucca Mountain

**Itinerary Building**  
Speaker Dottie Maitland, Maitland & Associates

Jackson Mountain

In this session you will learn how to package your destination to attract today's travelers.

**The International Visitor**  
Speaker Christiane Gerber, AVIAREPS Tourism/NCOT Europe Office

Sonoma Mountain

Learn general market facts about the European tourist including key travel attributes, travel trends, and key Tour Operator/Travel Agencies. Participate in a discussion with ideas for new market initiatives.

11:00 AM **Repeat of Concurrent Sessions**

12:00 PM **Luncheon**  
Nevada Jeopardy - Nevada State Parks Edition

East Hall

1:45 PM **Concurrent Sessions**

**Social, Search and Surf**  
Speaker Anthony March, NCOT

Mount Tobin

Learn what's new in social media and its affect on your search results along with managing and analyzing your results. And get the inside scoop on what is new with NCOT and how it can help you with building your websites.

**How to Get the Most From Your Marketing Dollars**  
Speaker Brian Cruise, R&R Partners

Winnemucca Mountain

**Developing a Visitor Profile**  
Speaker AnnDee Johnson, Arizona Office of Tourism

Jackson Mountain

Asking the right questions is the key to getting useful answers. This lively session will share tips and tools that will allow you to integrate visitor research into your regular program of work, providing a solid foundation for better marketing decisions.

**Following Up on Leads**  
Speakers: Carol McClintock - MontBleu Resorts, Mary Reno - Silver Legacy Resorts, and Teri Sweeney - Ridge Resorts

Sonoma Mountain

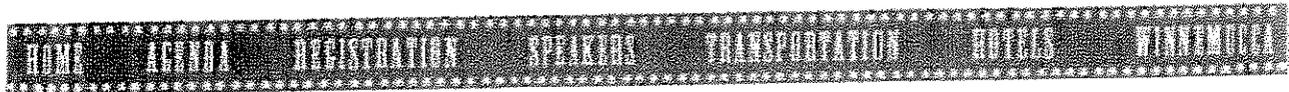
- 2:45 PM     **Repeat of Concurrent Sessions**
- 3:45 PM     **Refreshment Break**     West Hall Lobby
- 4:00 PM     **General Session**     West Hall  
 Speaker Roger Brooks, Destination Development  
 "The New Age of Rural Tourism"
- For the first time in history, more than 50% of the world's population is now living in urban areas. Within the next 30 years, this number will supposedly increase to 70%. So what's the future for America's rural communities? What will get new business, new residents and increased tourism spending in your community? See what rural communities have done, and are doing, to put themselves "on the map" and on the road to long term success.
- 6:30 PM     **Wine Tasting & VolunTourism Awards Dinner**     East Hall  
*Dinner Sponsored by the LVCVA-Mesquite*

### FRIDAY, MARCH 26

- 8:30 AM     **Breakfast Roundtable - General Session**     West Hall  
 What's New at NCOT?
- 9:30 AM     **Nevada Commission on Tourism Commission Meeting**     West Hall

nevada  
 TravelNevada.com

## SPEAKERS



### ROGER BROOKS

Founder and CEO of Destination Development International, Roger Brooks is one of the world's leading specialists on community branding, development and... [View Bio](#)

**See this Speaker in the following session:**

The New Age of Rural Tourism, 03/25/10, 4:00 pm

### RYAN DENNY

Ryan Denny is a travel advertising specialist at Google, responsible for building and optimizing the AdWords accounts of Google's high... [View Bio](#)

**See this Speaker in the following session:**

Top 10 Quick Wins for Online Advertising Success, 3/25/2010, 8:40 am

### KARI FRILOT

Kari is the Rural Grants Manager for the Nevada Commission on Tourism and has oversight responsibility for all aspects of... [View Bio](#)

**See this Speaker in the following session:**

NCOT Grants From Application to Evaluation, 3/25/2010, 10:00 am

### CHRISTIANE GERBER

Having studied Tourism and Business Administration at the 'Munich University of Applied Sciences', Christiane Gerber joined AVIAREPS Tourism as Marketing... [View Bio](#)

**See this Speaker in the following session:**

The International Visitor, 03/25/10, 10:00 am

### ANNDEE JOHNSON

AnnDee Johnson is the Director of Research and Strategic Planning at the Arizona Office of Tourism, the statewide tourism development... [View Bio](#)

**See this Speaker in the following session:**

Developing A Visitor Profile, 3/25/2010, 1:45 pm

### DOROTHY MAITLAND

Dorothy H. Maitland, CTP, president of Maitland & Associates Inc. d.b.a. Tours By Maitland, Maitland Meeting Management, and Maitland... [View Bio](#)

**See this Speaker in the following session:**

Itinerary Building, 03/25/10, 10:00 am

### ANTHONY MARCIN

Anthony Marcin is the Webmaster for the Nevada Commission on Tourism, responsible for the building and maintaining of the TravelNevada.com... [View Bio](#)

**See this Speaker in the following session:**

Social, Search and Surf, 3-25-2010, 1:45 pm

### CAROL MCCLINTOCK

Carol is currently the Sales Manager for the MontBleu Resort Casino & Spa in beautiful Lake Tahoe responsible for the... [View Bio](#)

**See this Speaker in the following session:**  
Following Up on Leads, 3/25/2010, 1:45 pm

### **CHRISTIAN PASSINK**

Christian Passink is currently the Rural Programs Manager for the Nevada Commission on Tourism. His primary responsibility is to assist... [View Bio](#)

**See this Speaker in the following session:**  
NCOT Grants From Application to Evaluation, 03/25/10, 10:00 am

### **JAMES PETRICK**

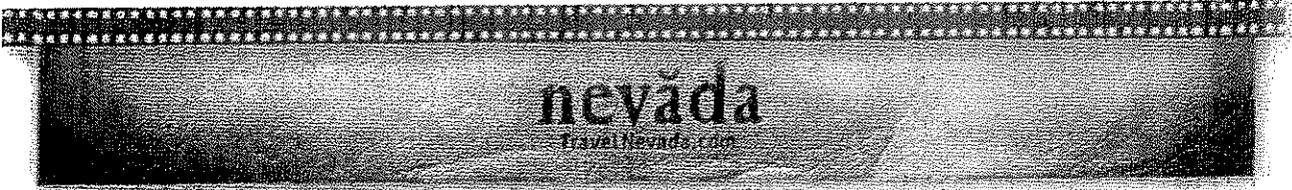
Jim Petrick is an Associate Professor and Research fellow at Texas A&M University. His research explores the determinants of tourists'... [View Bio](#)

**See this Speaker in the following session:**  
Evaluating Your Website, 3/25/2010, 10:00 am

### **MARY RENO**

Mary is currently the Sales Manager for the Silver Legacy Resort Casino in Reno. In 1983, Mary decided to change... [View Bio](#)

**See this Speaker in the following session:**  
Following Up on Leads, 03/25/10, 01:45 pm

A decorative horizontal banner with a filmstrip-like border. In the center, the word "nevada" is written in a lowercase, serif font. Below it, the text "Travel Nevada.com" is written in a smaller, sans-serif font.

nevada  
Travel Nevada.com

rural



2010 Rural Roundup  
Transportation to Winnemucca  
From Las Vegas

Las Vegas to Rural Roundup: Cost \$50.00 – Make check payable to *Las Vegas Territory*

-Includes:

- Lunch on Tuesday (except Austin pickups)
- Dinner Tuesday Night
- Lunch on Friday

Leaves the parking lot of the Pro Bass Shop at the Silverton Hotel in Las Vegas on Tuesday March 23, 2010 at 8:00 am, making the following pickup stops:

- Pahrump at the *Pahrump Nugget parking lot* – 9:00 am
- Beatty at the *Death Valley Candy Factory parking lot* – 10:30 am
- Tonopah at the *McDonald's parking lot* at 11:45 am
- Austin in front of the *International Café* at 2:30 pm

The coach will arrive in Winnemucca at approximately 5:00 pm for check-in at the Winners Hotel & Casino.

Return: Departs Friday March 26<sup>th</sup> for Las Vegas at approximately 11:30 am.

---

To confirm your spot, please return completed form and a check made payable to *Las Vegas Territory* before March 15<sup>th</sup> to:

Nevada Commission on Tourism  
Attn: Connie Mancillas/Rural Roundup  
555 E. Washington Ave., Suite 5600  
Las Vegas, NV 89101

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Pick-Up Location: \_\_\_\_\_

rural



2010 Rural Roundup  
Transportation to Winnemucca  
From Carson City

Carson City to Rural Roundup: Cost \$25.00 – Includes lunch Wednesday & Friday  
Make check payable to *Reno-Tahoe Territory*

Leaves from the NCOT parking lot on Wednesday March 24, 2010 at 8:30 am, making the following pickup stops:

- Grand Sierra Resort (south end motor coach entrance) – 9:00 am
- Reno-Tahoe Airport (hotel shuttle pickup area outside baggage claim) – 9:30 am
- Fernley – Silverado Casino parking lot – 10:20 am

The coach will arrive in Winnemucca at approximately 12:30 pm, passengers will be dropped off at host hotel properties for check-in.

Return: Departs Friday March 26<sup>th</sup> for Carson City at approximately 11:30 am.

---

To confirm your spot, please return completed form and a check made payable to *Reno-Tahoe Territory* before March 15<sup>th</sup> to:

Rural Roundup Bus  
Attn: Sara Johnson  
401 N. Carson St.  
Carson City, NV 89701

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Pick-Up Location: \_\_\_\_\_

Hotel You Will Be Staying at in Winnemucca: \_\_\_\_\_



Office of the  
**Nye County Sheriff**

Nye County Courthouse  
Post Office Box 831  
Tonopah, Nevada 89049



Anthony L. DeMeo  
Sheriff

February 26, 2010

Pahrump Town Board  
400 N Hwy 160  
Pahrump, NV 89048

**FAX: (775) 727-0345**

Dear Town Board:

Enclosed please find a copy of request for a 72 Hour Permit from the Pahrump Valley Chamber of Commerce for events at Petrack Park the Town of Pahrump May 15<sup>th</sup>, July 4<sup>th</sup>, and October 23<sup>rd</sup> – 24<sup>th</sup>, 2010.

This request is set to go before the Nye County Commissioners at their scheduled Board Meeting on March 16<sup>th</sup>, 2010 should you have any objections as to why this should not be approved, please contact Assistant Sheriff Cody at 482-8110 so your concerns can be presented to the Licensing Board at their next scheduled meeting.

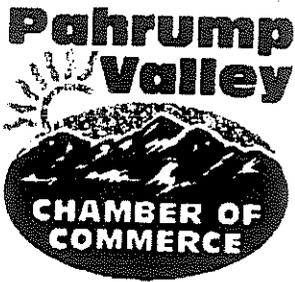
Sincerely,

Anthony L. DeMeo  
Sheriff

Georgiana M. Barnwell  
Administrative Technician

#15P

AREA:		OFFICES:	PHONE:	FAX:
Tonopah	P.O. Box 831	Tonopah, Nevada 89049	(775) 482-8101	(775) 482-8195
Beatty	P.O. Box 805	Beatty, Nevada 89003	(775) 553-2345	(775) 553-2586
Amargosa	P.O. Box 68	Amargosa Valley, Nevada 89020	(775) 372-5345	(775) 372-1241
Pahrump	1520 E. Basin Ave.	Pahrump, Nevada 89060	(775) 751-7000	(775) 751-4872
Mercury	P.O. Box 378	Mercury, Nevada 89023	(702) 295-6600	(702) 295-7871



Asst. Sheriff Johanna Cody

101 Radar Rd

Tonopah, NV. 89049

Dear Johanna,

As per our conversation on 2/24/2010 I'm writing to request a 72 hour Liquor Permit for the Pahrump Valley Chamber of Commerce.

The following are the dates that we will be hosting our events. At present all events are to held at Petrack Park the Town of Pahrump.

May 15<sup>th</sup> 10 am to 5 pm. The Taste of Pahrump / Chili Showdown.

July 4<sup>th</sup> Noon to 9pm The 4<sup>th</sup> of July Liberty Festival

Oct. 23<sup>rd</sup> and 24<sup>th</sup> The Heritage days Trade Show Times are 10 am – 7 pm Saturday 10 am- 5pm Sunday.

Thank you in advance for all your help and let me know if you need anything else. I can be reached at 775-727-5800 or e mail

[dmoore@pahrumpchaamber.com](mailto:dmoore@pahrumpchaamber.com)

*Dave Moore 2/25/2010*

Dave Moore / Events Coordinator