

**May 4, 2011 Minden Town Board Meeting
Administrative Agenda, Item Number 7**

DATE: April 25, 2011

Prepared by: Roger P. Van Alyne
Town Manager

SUBJECT: Discussion and possible action to approve, approve with conditions, continue, or deny a proposal to establish a committee or committees consisting of one or two Town Board member(s), Town Engineer, and Town Manager to review and prepare comments on Chapters 12 and 13 of the Douglas County Master Plan and present the comments for the Board's approval at a future Town Board meeting. Appearance by Town Manager.

PREVIOUS ACTION:

- None for this action.

BACKGROUND: On February 3, 2011, the Douglas County Board of Commissioners directed Planning staff to begin work on an update to Chapter 12, Public Services and Facilities Element, and Chapter 13, Regional and Community Plans Element, of the Douglas County Master Plan. Chapter 12 was last updated in 1996, with minor amendments occurring since that time. Chapter 13 was last updated in 2006.

The Town of Minden is requested to comment on Chapter 12 because the Town has two facility types included in this Chapter: Parks and Water Systems. Douglas County Planning staff request comments on Chapter 12 by June 10, 2011.

Chapter 13 establishes Minden and Gardnerville as a Community Plan Area. Douglas County Planning staff requests comments on Chapter 13 by September 1, 2011.

The purpose of this item is to present a proposal to establish a committee or committees to prepare comments on Chapters 12 and 13 of the Douglas County Master Plan. Comments on Chapter 12 will be presented to the Town Board for approval at the June 1, 2011, Town Board meeting. Comments on Chapter 13 will be presented to the Town Board for approval no later than the August 3, 2011, Town Board meeting.

The e-mail request from Douglas County Planning staff regarding Chapter 12 is attached.

These chapters have not been reproduced for the agenda packets, but are available at the Town office upon request.

FISCAL IMPACT: None.

RECOMMENDATION: Approve a proposal to establish a committee or committees consisting of one or two Town Board member(s), Town Engineer, and Town Manager to review and prepare comments on Chapters 12 and 13 of the Douglas County Master Plan and present the comments for the Board's approval at a future Town Board meeting.

POSSIBLE MOTION: A possible motion would be: Move to approve a proposal to establish a committee or committees consisting of one or two Town Board member(s), Town Engineer, and Town Manager to review and prepare comments on Chapters 12 and 13 of the Douglas County Master Plan and present the comments for the Board's approval at a future Town Board meeting.

ACTION TAKEN: Approve Continue Deny

Approve with conditions _____

Van Alyne, Roger

From: McMahon, Brandy
Sent: Monday, April 18, 2011 5:11 PM
To: Moss, Mimi; Azad, Mahmood; Pierini, Ron; Carlini, Tod; Deacy, Linda; Ruschmeyer, Carl; Morgan, Scott; Foltz, Jeff; Lee, Travis; Mokrohisky, Stephen; Dallaire, Tom; Van Alyne, Roger; Gonzales, Sheryl
Cc: 'Luna, Holly'; 'rpheffernantahoe@aol.com'; 'pattcpa@aol.com'; 'grgid@aol.com'; 'jlufrano@indianhillsnevada.com'; 'cam@kgid.org'; 'john@mccall.warpmail.net'; 'trackerby@aol.com'; 'jmcquirk@charter.net'; 'agreed@rhgid.org'; 'emsusmail@gmail.com'; 'Barbara@tallacreality.com'; 'TREGIDdebi@gbis.com'; 'Us2intahoe@charter.net'; 'riconstruction@aol.com'; 'Mike2bld@gmail.com'; 'markg@gardnervilletownwater.org'
Subject: Update to Chapter 12: Public Services and Facilities Element of the Master Plan
Attachments: Chapter 12_Pub Serv_070711.doc; Chapter 12_Pub Serv_070716.pdf

Dear Douglas County Pubic Service and Facility Providers:

On February 3, 2011, the Board of Commissioners directed Planning Staff to begin working with other departments on an update to Chapter 12, Public Services and Facilities Element, of the Master Plan as follows:

- 1) Coordinate with other departments (Public Works, Library, Fire, Sheriff, etc.) to update information where necessary;
- 2) Reference other planning documents that provide public services and facilities information, such as the Transportation Plan, Schools Facility Plan, Trails Plan, Airport Master Plan, Sewer Master Plan, etc.;
- 3) Remove outdated information and redundant information provided in other planning documents (reduce length of element, currently 121 pages); and
- 4) Incorporate the provisions of the new Wellhead Protection Program, the purchasing of wholesale water from Minden, and other recent changes in policy.

Chapter 12 was last updated in 1996 with minor amendments occurring since that time. The services and facilities currently addressed in the chapter include:

1. Law Enforcement
2. Emergency Medical Facilities
3. Fire Protection Facilities
4. Library
5. School Facilities
6. Solid Waste
7. Parks and Recreation
8. Water & Wastewater Systems
9. Transportation

The Board directed staff to add Senior Services to the above list.

The pdf version, including maps, and word document, without maps, of Chapter 12 are attached. I plan on following up with e-mails to many of you to ask that you re-write the section of the chapter pertaining to your department. I am hoping that when you re-write your section that you summarize the service or facility provided, reference any other applicable document, and then list the related goals and policies. Keep in mind that the purpose of this update is to create a vision that will guide public service and facility planning for the next 20 years. Thus, it is

4/27/2011

important to keep information that frequently changes in separate planning documents, the Capital Improvement Program (CIP) annual report, Master Plan Annual Report, etc.

I would like to receive all recommended changes by June 10, 2011. I may be calling some of you to schedule a meeting to discuss the update. Once I incorporate all of the changes into the document, I will send you a final copy to review. I appreciate your help. If you have any questions, please feel free to call me at (775) 782-6215.

Thank you,

Brandy

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