

# PAHRUMP TOWN BOARD AGENDA

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

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

BOARD MEMBER	PHONE	EMAIL	TERM EXPIRES DECEMBER 31
Vicky Parker	764-8809	<a href="mailto:vparker@pahrumpnv.org">vparker@pahrumpnv.org</a>	2012
Harley Kulkin	727-1525	<a href="mailto:hkulkin@pahrumpnv.org">hkulkin@pahrumpnv.org</a>	2014
Dr. Tom Waters	764-0949	<a href="mailto:twaters@pahrumpnv.org">twaters@pahrumpnv.org</a>	2014
Mike Darby	764-0751	<a href="mailto:mdarby@pahrumpnv.org">mdarby@pahrumpnv.org</a>	2012

NOTE: Town Board agendas will be posted online at [www.pahrumpnv.org](http://www.pahrumpnv.org).

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

## TOWN OF PAHRUMP MISSION STATEMENT

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

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

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

**PAHRUMP TOWN BOARD MEETING  
NYE COUNTY ADMINISTRATIVE COMPLEX  
2100 E WALT WILLIAMS DRIVE  
TUESDAY – 7:00 P.M.  
August 14, 2012  
AGENDA**

- 1. Call to Order, Moment of Silence, and Pledge of Allegiance.**
- 2. Discussion and Possible Decision** regarding Moving the Order of or Deleting an Agenda Item(s). (For Possible Action)
- 3. Presentation** by Mr. Lee Roy Tyon, Pahrump Resident on the Rendition of the Town of Pahrump Birthday song he created in both English and Sioux.. (Non-Action Item)
- 4. Presentation** by Mr. Randy Burke, of Roadshows, Inc. on events that may be compatible for the Town of Pahrump. (Non-Action Item)
- 5. Announcements** (Non-Action Item)
- 6. Public/Board/Staff Comment:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS 241.020(2)(c)(3). (Non-Action Item)
- 7. Discussion and Possible Decision** Consent agenda items: (For Possible Action)
  - a. Action – Approval of Town Vouchers.
  - b. Action – Approval of Town Board meeting minutes for July 24, 2012.
  - c. Action – Approval of a Grant Application for approved expenses for the Pahrump Social Powwow from the State Tourism Room Tax Fund Not to Exceed \$3,000.00.
  - d. Action – Approval of a Grant Application for approved expenses for the Bob Baker Wild West Extravaganza from the State Tourism Room Tax Fund Grant Not to Exceed \$3,500.00.
  - e. Action – Approval of the Arena Policy and Fee Schedule 2012.
- 8. Advisory Board Reports** from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards. (Non-Action Item)
- 9. Discussion and Possible Decision** to Approve Waiving the Bob Ruud Community Center (BRCC) Fees for the Southern Nye County 4-H Club for the Purpose of Holding their Annual 4-H Awards Banquet. (For Possible Action)
- 10. Discussion and Possible Decision** to Approve Waiving the Bob Ruud Community Center (BRCC) Fees for Ms. Senior Golden Years & her Queen Court who are requesting to hold a Spaghetti Dinner to Raise Funds for School Teachers on August 19, 2012. (For Possible Action)
- 11. Discussion and Possible Decision** of a proposed Public Private Partnership between the Town of Pahrump and Front Sight Firearms Training Institute to lobby for the creation of enabling legislation for a special economic development zone that can assist Front Sight in

their desired expansion needs and address future development needs such as Adventure Springs at the appropriate time. (For Possible Action)

**12. Discussion and Possible Decision** to approve Re-bidding the Petrack Park Field “C” Lighting Project and All Matters Properly Related Thereto. (For Possible Action)

**13. Discussion and Possible Decision** to approve Phase I(c) of the Environmental Impact Statement (EIS) for the Proposed Pahrump Valley Airport in the amount of \$667,687.00 in which the Town's contribution is 8% or \$53,414.96. (For Possible Action)

**14. Discussion and Possible Decision** on Creating PTO #65, An Ordinance to formalize Policy in Favor of the Public’s Right to Vote for or Against any Effort to Incorporate the Unincorporated Town of Pahrump and Other Matters Properly Related Thereto. (For Possible Action)

**15. Closed Session(s).**

a. **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)

b. **Discussion and Possible Decision** regarding a Closed Session pursuant to NRS 288.220 for purposes of conferring with the Town’s Management Representatives Regarding Labor Negotiations. (For Possible Action)

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

**17. Discussion and Possible Decision** regarding Reduction in Force of the Pahrump Valley Fire-Rescue Service due to a lack of funds or Approval of Negotiated Terms. (For Possible Action)

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

**19. 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)

**20. 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. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
7/25/2012      08/14/12

CIRCLE ONE:    Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Discussion and Possible Decision regarding Moving the Order of or Deleting an  
Agenda Item(s).

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

BRIEF SUMMARY OF ITEM:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BACKUP ATTACHED:     YES       NO

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

SPONSORED BY:

Pahrump Town Board      *Pahrump Town Board*  
Print Name      Signature

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

## AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED <u>7/25/2012</u>	DATE OF DESIRED BOARD MEETING <u>8/14/2012</u>
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**CIRCLE ONE:**    Action Item                      Non-Action Item                      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Presentation by Mr. Lee Roy Tyon, Pahrump Resident on the Rendition of the Town of Pahrump Birthday song he created in both English and Sioux.

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

BRIEF SUMMARY OF ITEM:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BACKUP ATTACHED:     YES                       NO

NAME OF PRESENTER(S) OF ITEM:    Mr. Lee Roy Tyon

SPONSORED BY:

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

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





601 Kuenzli Ave.

Reno, NV 89502  
775-329-7469 (Tel)  
775-329-1364 (Fax)  
Admin@roadshowsreno.com

8/7/12

### Randy Burke Bio

Randy Burke was born in Reno, NV in 1947. He was raised in Reno and graduated from the University of Nevada Reno in 1970.

He served in the Nevada Air National guard from 1970 to 1976.

After his college graduation Randy worked at Mt. Rose sporting goods, a family run sporting goods store in the Reno area.

He was the President of the Nevada state fair for 4 years.

After his time at the fair he joined Hot August nights as the President and Executive Director from 1985 to 1994.

In 1994 Randy left Hot August Nights and started Roadshows, Inc.

Roadshows, Inc. is a entertainment production company best know for Street Vibrations motorcycle rally in Reno, Sparks and Virginia City, Nevada.

Randy Burke and Roadshows, Inc. have worked for 18 years producing special events and bringing entertainment to many.

Some Roadshows, Inc. events include:

- Street Vibrations Motorcycle Rally
- Midnight at the Oasis in Arizona
- Rumble to the Summit
- American Heat in Palm Springs, CA
- Big Bike Week in Redding, CA
- Good Vibrations in Salem, OR
- Milwaukee Rally – RSI has helped with the 100<sup>th</sup>, 105<sup>th</sup> and will be helping produce the 110<sup>th</sup> anniversary Milwaukee rally
- Cherish Jubilee
- Virginia City Camel Races
- Robbie Knieval's stunt jump at Spotlight 29 Casino in 2011
- Silver Collector Car Auctions
- Broken Spoke Saloon – Daytona Beach FL, Laconia NH, and Sturgis, SD
- Veteran's Day Parade – Palm Springs, CA
- Festival of Lights Christmas Parade – Palm Springs, CA

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<u>DATE AGENDA ITEM SUBMITTED</u> 7/25/2012	<u>DATE OF DESIRED BOARD MEETING</u> 8/14/2012
------------------------------------------------	---------------------------------------------------

**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.

BACKUP ATTACHED:     YES                       NO

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

August 14, 2012

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

- PTCC on September 6<sup>th</sup> at 8:00am
- Nuclear Waste and Environmental AB on September 7<sup>th</sup> at 1:00pm
- Youth AB on September 7<sup>th</sup> at 6:00pm
- Veterans' Memorial AB on August 16<sup>th</sup> at 6:00pm
- Parks & Recreation AB on August 15<sup>th</sup> at 6:30pm

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

- Public Lands AB on September 4<sup>th</sup> at 7:00pm
- Arena AB on September 13<sup>th</sup> at 7:00pm

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

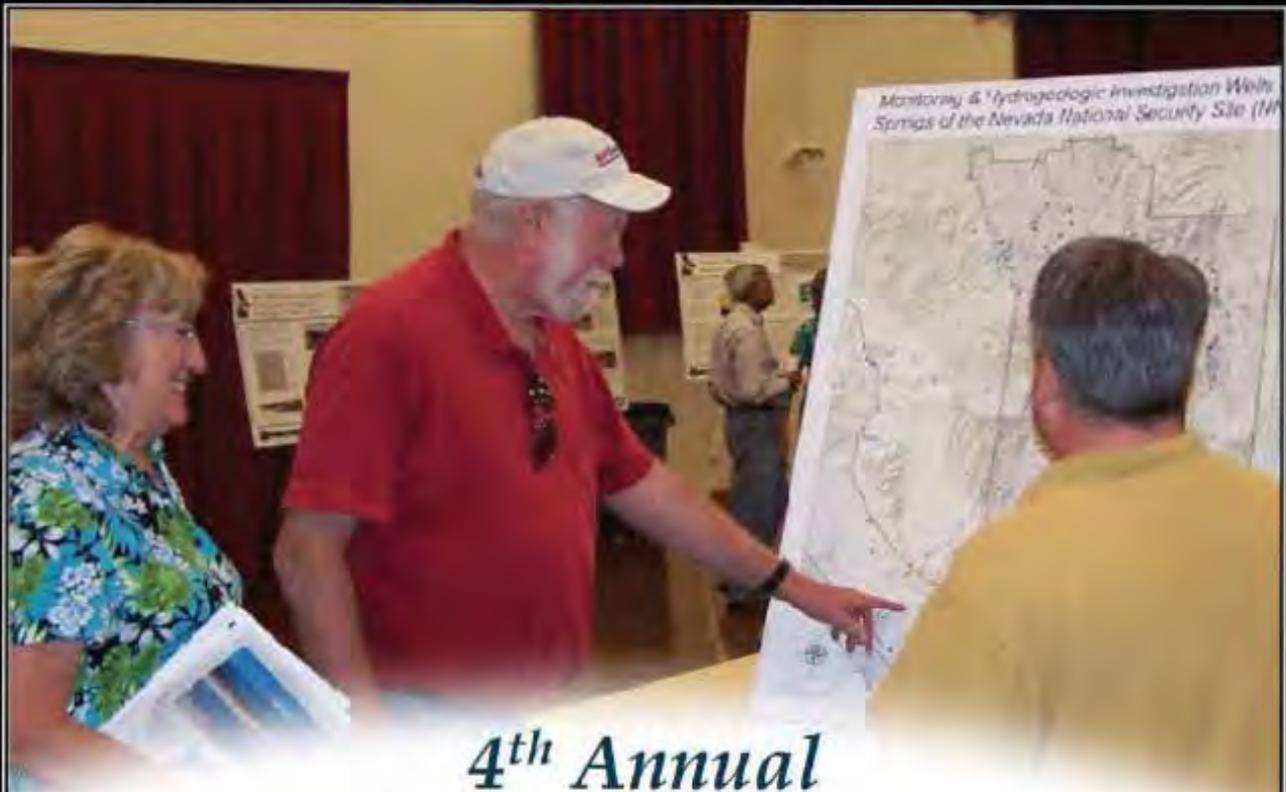
- The Social Security Administration will be in the 'A' and 'B' Rooms of the Bob Ruud Community Center on August 28, 2012 from 9am-11am.

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

- Pahrump Open Schooling Shows will be holding their Horse Show/Clinic on August 25<sup>th</sup> at the McCullough Arena.

- The 4<sup>th</sup> Annual Groundwater Open House will take place on September 18<sup>th</sup> from 5-8pm at the Amargosa Community Center.

Sponsored by the U.S. Department of Energy,  
National Nuclear Security Administration Nevada Site Office



# *4<sup>th</sup> Annual Groundwater Open House*

**September 18, 2012**

**5-8 pm**

Amargosa Community Center  
821 E. Amargosa Farm Road  
Amargosa Valley, NV

Join Federal, State, and County representatives to learn more about multiple groundwater programs designed to protect the public from the impacts of historic underground nuclear testing at the Nevada National Security Site.

For more information:  
702-295-3521 or [www.nv.energy.gov/envmgt](http://www.nv.energy.gov/envmgt)

**AGENDA ITEM REQUEST**

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DATE AGENDA ITEM SUBMITTED  
7/25/2012

DATE OF DESIRED BOARD MEETING  
8/14/2012

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

ITEM REQUESTED FOR CONSIDERATION:  
Public/Board/Staff Comment

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

BRIEF SUMMARY OF ITEM:

BACKUP ATTACHED:     YES                       NO

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

SPONSORED BY:

Pahrump Town Board  
Print Name

*Pahrump Town Board*  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107  
Telephone Number



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

PRESENT:

Town Board:

Vicky Parker  
Harley Kulkin  
Dr. Tom Waters  
Mike Darby

Staff:

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

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

Vicky Parker called the meeting to order.

Tom Waters led in the Moment of Silence and Pledge of Allegiance.

2. Discussion and Possible Decision regarding Moving the Order of or Deleting an Agenda Item(s).

Mike Darby asked public comment be permitted on items 7, 8, 9, and 12.

Harley Kulkin and Dr. Waters said they did not have an issue with permitting this.

3. Announcements

Announcements were read by Dr. Waters.

Butch Harper announced he would appreciate any patches from Pahrump for a collage as well as signatures for a card to be presented to the City of Aurora Colorado in reflection of the events which recently occurred there.

Richard Goldstein thanked all who purchased tickets to the July 14th Boy Scout Troup.

Rebecca Oscarson of Valley Electric announced on August 4th the VEA would have their annual Fill the Bucket event for school supplies at various locations.

4. Public/Board/Staff Comment

Public comment was heard.

Mr. Kulkin stated Pahrump's image was going from bad to worse on the State and National level therefore he asked citizens to realize they were all ambassadors to Pahrump.

Mrs. Parker thanked all who helped celebrate Pahrump's Birthday.

Mr. Kohbarger said the BDR from Pahrump had gone through for approval through the Nevada League of Cities and it looked as though they would be taking it to the State Legislative Session.

5. Discussion and Possible Decision Consent agenda items:

- a. *Action – Approval of Town Vouchers.*
- b. *Action – Approval of Town Board meeting minutes for June 12, 2012 and June 26, 2012.*
- c. *Action – Approval to Transfer Ambulance Fund Delinquent Accounts for March 2012 through June 2012 for Further Collection and Related Accounting Adjustments.*
- d. *Action – Approval of Scope of Work for Valley Electric Association, Inc., for Electric Services for Petrack Park Field “C” Lighting Project in an Amount Not to Exceed \$10,500.00 payable from the Park Impact Fees.*

**Dr. Waters motioned to approve consent agenda items a-d.**

**Mr. Darby seconded.**

**Motion carried, 4-0.**

Mrs. Parker commented that item 'c' was basically housekeeping but she wanted to mention the amount of money they were unable to collect in the previous quarter was in the amount of \$385,928.

She thanked Mrs. Oscarson for the donation from VEA for the 'C' Field lighting project at Petrack Park.

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

Mr. Darby said he had expected the Arena Board policies to be on the agenda however as it was not therefore he asked it be on the following agenda.

Mr. Kohbarger stated as staff had not had the time to review the information, it had not been placed on the agenda however would be on the following agenda.

Mr. Kulkin said he had attended the PVMAB meeting and PLAB meeting and each had a lot of good information.

Dave Clasen, Chairman of the Parks and Recreation Advisory Board, gave an update that they were working on a lot of projects including a basketball court at Simkins Park as well as starting a project at the Fairgrounds with eight soccer fields. He said their mission was to make the Town better recreational for all ages.

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

Mr. Clasen stated this did come from the Parks and Recreation Advisory Board as there were many pros for the all ages of the community for such a facility. He said the developer was willing to reimburse 50% for the cost of the study to see the feasibility of this facility.

Mrs. Parker said this item had come up as a request in public comment repeatedly throughout the years.

Mr. Kohbarger said Mr. Tellis, the owner of the building, was in attendance if there were any questions.

Dr. Waters said he thought it was a great idea for year-round swimming in the Town of Pahrump for the youth and elderly alike.

Mr. Darby said he recalled Preferred RV had a bubble for their pool but cost over \$30,000. He asked Mr. Luis what the problems were with doing such a thing at the current pool. He also asked if we would lease or buy the property.

Mr. Luis said they had looked at doing something along those lines about ten years before and it had been over \$100,000.

Mr. Kohbarger said it would be a public-private partnership which would be done by contract drawn up by the attorneys and then presented to the Town Board for review.

Mr. Darby asked the square footage of the building.

Mr. Tellis said a 50 meter pool would fit in the building which was about four years old. He said the money he would like to put forward for the feasibility was no strings attached.

Mr. Kohbarger stated Mr. Meich had put together a two page document obligating Mr. Tellis to reimbursement of 50% for the study.

Mr. Kulkin asked why the Town was paying for a feasibility study on a private property. He said he felt there were a lot of unanswered questions concerning who would be paying for what.

Mr. Kohbarger said the study was being done to answer these monetary questions. He said this went along with other ventures the Town was looking into.

Mr. Tellis stated these were all very good questions and he believed this study was the first step in answering his questions.

Mrs. Parker verified with Mr. Kohbarger this money would be coming from the Parks and Recreation Room Tax Fund.

**Dr. Waters motioned to approve.**

**Mr. Darby seconded.**

Public comment was heard.

Mr. Kulkin said it seemed obvious the Town would like an indoor pool so that was not what was up for consideration but the building with public-private partnership he could not support. He said he felt this was the right direction but not the right way to go about it.

Mr. Darby asked the engineer what size of a building would be required for a 50 meter pool. Derek Yorl of GC Wallace said this was not known especially with the extras which could be needed.

**Motion failed, 2-2, with Mr. Darby and Mr. Kulkin voting nay.**

Mr. Tellis stated that after speaking with Mr. Kohbarger they thought this could be the most cost effective option for the Town but even though the location had not been approved he was happy knowing the need for an indoor pool had been brought up for attention.

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

Mr. Luis and Mr. Yorl spoke briefly about the project and property.

Dr. Waters said he supported the item because it was something needed for the Town.  
Mr. Darby said he agreed it was a good project which was long overdue.

Mr. Kulkin asked if this would interfere with other ideas for the property which were under consideration.

Mr. Kohbarger said this would be decided during drawing drafting stages. He reminded the Board this was the number one goal on the set of goals and objectives.

**Mr. Darby motioned to approve.**

**Mr. Kulkin seconded.**

Public comment was heard.

Mr. Kohbarger addressed a comment stating the Well Grant belonged to the County not the Town.

**Motion carried, 4-0.**

9. Discussion and Possible Decision to Approve Increasing the Town Manager Discretionary Spending Limit for Non-Emergency Matters as Outlined in the Town Manager Job Description Essential Duties and Responsibilities Item #13 and All Other Matters Properly Related Thereto.

Mr. Kulkin said he felt Mr. Kohbarger's spending limit of \$5,000 was a bit low. He said he would like to see Mr. Kohbarger spend up to \$25,000 at his own discretion and anything between \$25,001 and \$49,999 would need to be at the discretion of the Town Board.

Dr. Waters said he agreed with Mr. Kulkin that they trusted the Town Manager however he felt this was not the right time to talk about increasing discretionary non-emergency spending.

Mr. Darby said he had several comments and questions on this item initially which he had sent to Mr. Kohbarger. He said discretionary items were non-emergency. He said he could not see anything over \$5,000 needing to be spent by the Town Manager at any time. He said Mr. Kohbarger's discretionary spending under the \$5,000 was very little. He said over the past few years there were very few times Mr. Kohbarger had used the small amount. He thanked Mr. Kohbarger for his thriftiness.

Mr. Kohbarger clarified it was not just his spending but all expenditures for Town Staff.

Mrs. Parker said she knew Mr. Kohbarger relied heavily on Mr. Sullivan as he was the Finance Director.

She said she agreed with Mr. Kulkin that they needed to raise that discretionary level.

Dr. Waters asked how many situations had come up where the spending limit had prohibited from doing his job.

Mr. Kohbarger said he could think of two items, both of which were for fire department.

Dr. Waters verified with Mr. Kohbarger these items still would have needed to go before the Town Board.

Mr. Kohbarger also stated that any spending from 25,000 to 49,999 had to have at least 3 unofficial bids with anything 50,000 and above having to go out for official advertised bid.

Mr. Kulkin said as he was looking forward to the future.

**Mr. Kulkin motioned to raise the amount to \$10,000 as the most on an item.**

**Motion died due to lack of a second.**

**10. Closed Session(s).**

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

**11. Discussion and Possible Decision regarding Issues Presented by the Town Attorney in closed session.**

**Mr. Darby motioned to direct the Town Attorney to proceed in legal representation of the Town as discussed in closed session.**

**Mr. Kulkin seconded.**

**Motion carried, 4-0.**

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

**Dr. Waters motioned to direct Town Staff to open negotiations with the IAFF regarding wages to achieve a \$145,000 savings to the Town Budget or present options for a reduction in force at the next Town Board meeting in August.**

**Mr. Darby seconded.**

Public comment was heard.

Dr. Waters said everyone supported the Fire Department. He said they only ask negotiations be opened so this could be worked out and fixed.

Mrs. Parker said they did not want to have to cut jobs but the Town was required to stay within the available funds.

**Motion carried, 4-0.**

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

**14. Public/Board/Staff Comment**

There were no comments from the public.

Dr. Waters said they were looking at putting Town Board accomplishments on the Town webpage to let citizens know of the things the Town Board has done for the Town. He also emphasized the Town had responsibility only for the Cemetery, Parks, Swimming Pool, and Fire department and do take care of them in a responsible manner.

**15. Town Manager Report.**

Mr. Kulkin asked about the break-in and damage to the pool facility. He asked about the feasibility of putting in an alarm system.

Mr. Kohbarger said staff was looking into that and they were looking into ways to better secure the facility.

Mrs. Parker thanked Mr. Luis for such a good job on the 50th Birthday celebration.

**16. Adjournment**

Mrs. Parker adjourned the meeting at 10:48pm.

**AGENDA ITEM REQUEST**

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<u>DATE AGENDA ITEM SUBMITTED</u> 8/6/2012	<u>DATE OF DESIRED BOARD MEETING</u> 8/14/2012
-----------------------------------------------	---------------------------------------------------

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

**ITEM REQUESTED FOR CONSIDERATION:**

Action – Approval of a Grant Application for approved expenses for the Pahrump Social Powwow from the State Tourism Room Tax Fund Not to Exceed \$3,000.00.  
Consent Agenda Item 7c.

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

**BRIEF SUMMARY OF ITEM:**

See attached Town Manager memo and grant application.

BACKUP ATTACHED:     YES             NO

NAME OF PRESENTER(S) OF ITEM:    PTTC Advisory Board Representative

**SPONSORED BY:**

William A. Kohbarger, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext. 305  
Telephone Number

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 8-14-12

TO: Town Board

FROM: William A. Kohbarger, Town Manager  
Kelly Buffi, Chairperson, Pahrump Tourism and Convention Council

DATE: August 8, 2012

RE: Approval of Pahrump Tourism and Convention Council (PTCC) Cultural Grant Not to Exceed \$3,000.00 to the Pahrump Social Powwow.

**1.) Background**

After reviewing the grant submittal and having a discussion with the applicant, the PTCC found sufficient justification, under their established grant guidelines, to recommend to the Town Board to award a grant to the Pahrump Social Powwow in an amount not to exceed \$3,000 from the State Tourism Room Tax Fund, for the eligible expenses outlined in the grant award.

The PTCC clearly reviewed the Grant Guidelines and Grant Evaluation and Request for Reimbursement process with the applicant. It is understood and agreed that the reimbursement of funds will be based on meeting the requirements outlined in the PTCC Grant Guidelines and PTCC Grant Evaluation and Request for Reimbursement.

Projected Income	\$ 8,000
Projected Total Expense	\$ 14,420
Projected Loss	\$ 6,420

By definition the possible grant is limited to \$3,210. (50% the projected loss of \$6,420.). Eligible expenses upon grant submission are Sanitation @ \$450, Insurance @ \$370. and marketing @ \$800. PTCC has granted additional funds to be used for marketing and provided funds are not listed on the prohibited items list as stated in the PTCC guidelines. Thus, the PTCC approved the grant for a maximum of \$3,000 provided:

- 1.) Payout does not exceed ACTUAL net loss
- 2.) Provided all reimbursed expenses are eligible

**2.) Fiscal Impact**

There are sufficient funds available in the Pahrump Town State Room Tax Fund for this grant. The PTCC grants are administered on a reimbursement basis upon submission of the required appropriate receipts and completed grant evaluation forms.

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 8-14-12

**3.) Board Action Requested**

The PTCC recommends that the Town Board *move to approve a grant to the Pahrump Social Powwow nonprofit organization, in an amount not to exceed \$3,000, payable from the State Tourism Room Tax Fund, provided that the funds aren't used for any of the prohibited items and provided that the reimbursement doesn't exceed 50% of the event operating deficit as specified in the guidelines.*

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

Attachments – PTCC Grant Applications from Powwow

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

COVER SHEET

Name of Applicant:

PAHRUMP SOCIAL POWWOW, INC

Address:

PO Box 854

City, State, Zip:

PAHRUMP, NV 89041

Tax ID #:

56-2384632

Contact Person:

PAULA J ERFANTE

Telephone/Fax:

775-209-3444

E-Mail/Website:

pahrumpowwow@yahoo.com

Type of Organization:

Governmental

Non-Profit

For Profit

Individual

Details of project/event – please include the name, date(s), time(s), location(s), purpose and other pertinent information

ANNUAL POWWOW TO BE HELD THE WEEKEND OF  
NOV 16<sup>th</sup> IN PETRACK PARK

Total Projected Event Income:

\$ 8000.00

(This should match total income from page 4)

Total Projected Event Expenses:

\$ 14420.00

(This should match total expenses from page 4)

Total Projected Event Income/(Loss):

\$ (6420.00)

(This should match total income/(loss) from page 4)

Grant Amount Requested:

\$ 5000.00

Has this project/event received a PTCC grant in the past? YES NO If yes, when? 2011

Has your organization received a PTCC grant in the past? YES NO If yes, when? 2011

How many times has this project/event been held in the past? 10 YEARS

**“We create a cultural and educational experience for all peoples through indigenous music, dance, drums and food.”**

We have applied and have been awarded both Advertising and Cultural Grants from the town for the past several years.

November is Native American Heritage Month, our goals and objectives are to bring together Native Americans for music and dance and to share this experience with the community. We strive to have *original Indian Arts and Crafts vendors*.

Our target population for participants in the powwow includes singers and dancers from California, Nevada, Arizona, New Mexico, Utah and Colorado. Our targeted non Native American visitors are people from all the surrounding communities as well as from out of state. We have had up to approximately 8000 for the weekend and several international visitors.

A Powwow cannot happen without a MC, Arena Director, Drums and Sound Equipment. We are seeking funds a cultural grant to cover these expenses.

This is an annual event and there are no other organizations participating in putting on this event, however we do allow space for some local non profits to set up at the powwow in order to share and inform visitors of services available.

We have applied to NCOT for a marketing grant. We have been approved and received \$2266.00. This grant is for the half page ad in Indian Country Today 2012 Powwows Calendar magazine and 10,000 fliers.

As a part of our marketing strategy when we send our vendor applications out we enclose approximately 100 fliers in each envelope and our vendors share those at other powwow's they attend leading up to the Pahrump Powwow. We also send the fliers to the Reservations and Colonies in the Southwestern US. We are listed on several Powwow Calendars on the internet, as well as the AAA Auto Club online calendar. We also have a listing in the Indian Country Today calendar magazine. The Indian Country Today magazine has a circulation of approximately 50,000.

The impact on the Pahrump economy will include the people coming to town that will be staying at our hotels (2 room nights), some of our vendors do camp. They do enjoy our restaurants; buy gas, shop at WalMart, Albertsons, and Home Depot. We are fortunate to have these shopping opportunities are within walking distance of the park.

**PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")**

Form PTCC-03: Grant Request Application Packet

5000  
450  
370  
2800  
3620

**EVENT BUDGET**

up to  
\$3210

Do not include any anticipated grant funds from the PTCC on this form. List all sources of revenue for this project/event (other than PTCC grants) and all projected expenses. For the purposes of this budget, include only cash revenues/expenses and in-kind support; do not include volunteer time. If desired, you may use your own income statement form rather than this form (provided that all required information is supplied); simply state "See Attached" and attach your form.

**REVENUES**

**EXPENSES**

Governmental Grants NCOT	<u>2000 -</u>	Marketing/Advertising**	<u>2800 -</u>
Foundation Grants	<u>          </u>	Salaries/Benefits*	<u>0</u>
Corporate Grants	<u>          </u>	Professional Fees	<u>7800 -</u>
Sponsorships	<u>          </u>	Travel*	<u>0</u>
Advertising (programs, etc.)	<u>          </u>	Training*	<u>0</u>
Admissions	<u>          </u>	Equipment*	<u>0</u>
Booth Rentals	<u>5000</u>	AWARDS	<u>3000 -</u>
Concessions	<u>600</u>	SANITATION	<u>450 -</u>
Donations	<u>          </u>	INSURANCE	<u>370 -</u>
In-Kind Support	<u>          </u>		
50/50	<u>300 -</u>		
DONATION DRAWING	<u>100</u>		
<b>TOTAL</b>	<u>8000 -</u>	<b>TOTAL</b>	<u>14,420 -</u>

**PROJECTED INCOME/(LOSS):** (6420 -)

\* = Pursuant to Section 1.16 of the "Grant Request Guidelines," these expenses are not eligible for grant funding.  
\*\* = Provide details on a separate page.

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

CERTIFICATION

The undersigned attests that all information contained in this grant request application is true and correct to the best knowledge of the signer as of the date signed. The undersigned represents and warrants that s/he has full authority to sign this grant request application on behalf of the applicant.

Paula J. Elefante  
SIGNATURE OF AUTHORIZED AGENT

7-13-12  
DATE

PAULA J ELEFANTE  
PRINTED NAME OF AUTHORIZED AGENT

FOR PTCC USE ONLY

The grant request was heard on (date): \_\_\_\_\_

The grant request is:            APPROVED            DENIED

Approved amount: \_\_\_\_\_

Authorized Uses of Funds:	<u>Marketing/Advertising</u>	<u>\$</u>
	<u>Start-Up Expenses</u>	<u>\$</u>
	<u>CULTURAL</u>	<u>\$</u>
	_____	<u>\$</u>
	<b>TOTAL</b>	<u>\$</u>

\_\_\_\_\_  
Signature of Authorized PTCC Representative

\_\_\_\_\_  
Date

**(NONPROFIT) ANNUAL LIST OF OFFICERS, DIRECTORS AND REGISTERED AGENT OF**

FILE NUMBER

PAHRUMP SOCIAL POWWOW, INC.

C19905-2003

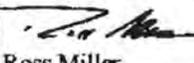
(Name of Corporation)

FOR THE FILING PERIOD OF 8/2012

TO: 8/2013

The corporation's duly appointed registered agent in the State of Nevada upon whom process can be served is:

PAULA J ELEFANTE 1710 W HORN RD PAHRUMP, NV 89048
<input type="checkbox"/> CHECK BOX IF YOU REQUIRE A FORM TO UPDATE YOUR REGISTERED AGENT INFORMATION

Filed in the office of  Ross Miller Secretary of State State of Nevada	Document Number <b>20120427937-37</b> Filing Date and Time <b>06/19/2012 11:09 AM</b> Entity Number <b>C19905-2003</b>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------

(This document was filed electronically.)

THE ABOVE SPACE IS FOR OFFICE USE ONLY

**Important: Read instructions before completing and returning this form.**

1. Print or type names and addresses, either residence or business for all officers and directors. A President, Secretary, Treasurer, or equivalent of and all Directors must be named. There must be at least one director. An officer must sign the form. *FORM WILL BE RETURNED IF UNSIGNED.*
2. If there are additional directors, attach a list of them to this form.
3. Return the completed form with the \$25.00 filing fee, if no capitalization. A \$50.00 penalty must be added for failure to file this form by the deadline. An annual list received more than 90 days before its due date shall be deemed an amended list for the previous year.
4. Make your check payable to the Secretary of State. Your canceled check will constitute a certificate to transact business. To receive a certified copy, enclose an additional \$30.00 and appropriate instructions.
5. Return the completed form to: Secretary of State, 202 North Carson Street, Carson City, NV 89701-4201, (775) 884-5708
6. Form must be in the possession of the Secretary of State on or before the last day of the month in which it is due. (Postmark date is not accepted as receipt date.) Forms received after due date will be returned for additional fees and penalties.

FILING FEE \$25.00 IF NO CAPITALIZATION LATE PENALTY \$50.00

NAME	TITLE(S)		
JON P DUPONT	PRESIDENT (OR EQUIVALENT OF)		
ADDRESS	CITY	ST	ZIP
241 IVY LANE , USA	PAHRUMP	NV	89048
NAME	TITLE(S)		
KIM F BRODD	SECRETARY (OR EQUIVALENT OF)		
ADDRESS	CITY	ST	ZIP
150 N LESLIE #11 , USA	PAHRUMP	NV	89060
NAME	TITLE(S)		
PAULA ELEFANTE	TREASURER (OR EQUIVALENT OF)		
ADDRESS	CITY	ST	ZIP
1710 W HORN RD	PAHRUMP	NV	89048
NAME	TITLE(S)		
NANCY AMAYA	DIRECTOR		
ADDRESS	CITY	ST	ZIP
4190 SPRINGWOOD ST , USA	PAHRUMP	NV	89048

I declare, to the best of my knowledge under penalty of perjury, that the above mentioned entity has complied with the provisions of NRS 960.780 and acknowledges that pursuant to NRS 239.330, it is a category C felony to knowingly offer any false or forged instrument for filing in the Office of the Secretary of State.

X Signature of Officer PAULA J ELEFANTE

Title TREASURER

Date 6/19/2012 11:04:54 AM

IT 12-14 2012



NEVADA  
COMMISSION  
ON TOURISM

November 29, 2011

Paula Elefante  
Pahrump Social Powwow Inc  
PO Box 854  
Pahrump NV 89041

Dear Paula:

At a November 29, 2011 meeting of the Nevada Commission on Tourism, your grant application for Pahrump Social Powwow was approved for \$2,000.00.

The Grant Number assigned to your grant is IT-12-14. Please refer to this assigned grant number in all correspondence.

The attached Grant Agreement Form should be printed, signed and returned right away (both page 1 and page 2). The Grant Agreement is a contract and must be on file in the Commission's offices before any reimbursement of costs can be made. **Please keep an extra copy for your files.**

Reimbursements for expenses associated with your project may begin upon receipt of this award letter and must be completed no later than June 30, 2012. The **Grant Reimbursement Form – Marketing Grant** is available online at <http://travelnevada.biz/grants.aspx> under the Marketing Grant Section. Two sets for each request must be submitted by mail with original signatures along with one copy of the receipts, invoices or signed contracts. These documents must be dated within the grant award date and the fiscal year end date (from November 29, 2011 through June 30, 2012).

The GRANT EVALUATION form must be completed before your final (or your only) request for reimbursement is approved. This form may be completed online by logging into your user account and clicking on the project evaluation tab at <http://travelnevada.biz/grants.aspx>. Volunteer hours spent on your project may be used as a "match" and should be submitted on the **Certificate of Volunteer Hours Form – Marketing Grants** along with the evaluation.

If your grant is for travel or trade shows, follow the GRANT TRAVEL REIMBURSEMENT GUIDELINES also available at <http://travelnevada.biz/grants.aspx>.

If your grant includes costs associated with printed materials (Including, but not limited to, programs, literature, posters, signs and advertising), where possible, you should include the Nevada Commission on Tourism's website: [www.travelnevada.com](http://www.travelnevada.com) and our logo. Projects funded to produce videos, photos, etc. will require the grant recipient to provide copy of such to the territory and NCOT.

**YOU MUST COMMIT THE FUNDS BY JUNE 30, 2012. YOUR FINAL GRANT REIMBURSEMENT MUST BE RECEIVED BY THE NEVADA COMMISSION ON TOURISM NO LATER THAN JUNE 30, 2012.**

Funds are intended to promote tourism as outlined in your grant application; any specific conditions placed upon the use of these funds are specified above.

Should you have any questions, please give us a call.

Sincerely,

Kari Frilot  
Rural Grants Manager  
775.687.0620

Christian Passink  
Rural Programs Manager  
775.687.0643

# THE 14th ANNUAL PAHRUMP POWWOW



Native American Crafts, Music  
Food and Dancing  
Daily Raffles & Sunday 50/50  
Michael Reifel - MC

DRUMS

SOUTHERN SOUL

WHITE CLOUD

DANCE CONTESTS

WWW.PAHRUMPPOWWOW.COM

Saturday, November 17

walk.powwow@gmail.com or 775-751-1529

NOVEMBER 16, 17 & 18, 2012  
Petrack Park

pahrumpowwow@yahoo.com or 775-209-3444

## Tribes Deal 5 River Recover

BY LORRAINE JESSEPE

A long-term ecosystem restoration program using information from the Missouri River basin is being defunded, raising concerns among environmental groups and historically minded tribal representatives.

The Missouri River Ecosystem Restoration Program (MRERP) is a stud-



South along the river, MRERP loses funding

identify actions that will cover and restore the river ecosystem. It is a collaborative effort between the U.S. Army Corps of Engineers, the U.S. Fish and Wildlife Service, basin tribes, states and federal agencies.

"The MRERP study is a great opportunity to include the tribal voice," said Catherine J. Warren, Native American Consultation Specialist with the corps. She notes that the study includes the experiences of basin tribes and traditional tribal knowledge that could help in river

**Town of Pahrump - Business License**  
400 North Highway 160  
Pahrump, NV 89060  
www.pahrumpnv.org  
(775) 727-5107 phone (775) 727-0345 (fax)

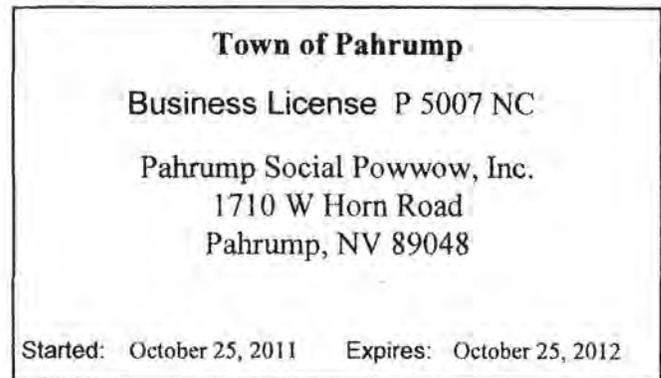
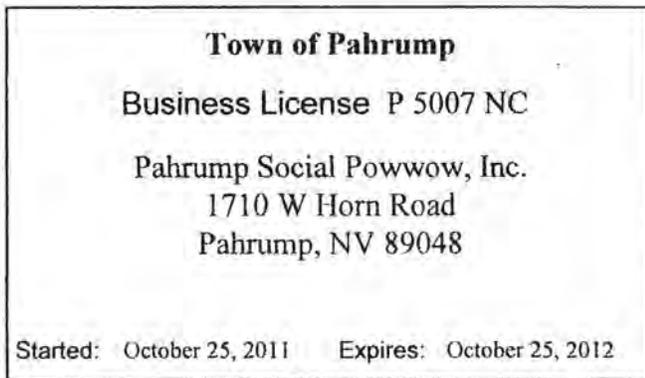
Business License #

P 5007 NC

**Pahrump Social Powwow, Inc.**  
**Paula Elefante**  
**PO Box 854**  
**Pahrump, NV 89041**

Your Town of Pahrump business license is valid from October 25, 2011 Through October 25, 2012  
You must maintain all permits, certificates, and other licenses that were required when your license was first issued to you.

You, a partner, or an employee may use the business cards below as proof of licensure.  
You may laminate any of these licenses.



**Town of Pahrump**

400 North Nevada Highway 160  
Pahrump, Nevada 89060

**Business License Number**

P 5007 NC

This Business License is issued to satisfy the provisions of Pahrump Town Ordinance #35 for operating at the address designated below.

**Pahrump Social Powwow, Inc.**  
**1710 W Horn Road**  
**Pahrump, NV 89048**

**Expires:**  
**October 25, 2012**

Started: October 25, 2011

**THIS LICENSE MUST BE POSTED IN A PROMINENT PLACE AT THE PHYSICAL LOCATION OF BUSINESS.**

Form **990-N**  
Department of the Treasury  
Internal Revenue Service

**Electronic Notice (e-Postcard)**  
for Tax-Exempt Organizations not Required To File Form 990  
or 990-EZ

OMB No. 1545-2085

**2011**

Open to Public Inspection

**A** For the 2011 calendar year, or tax year beginning 1/1/2011, and ending 12/31/2011.

**B** Check if applicable

Terminated, Out of  
Business

Gross receipts are  
normally \$50,000 or less

**C** Name of organization: PAHRUMP SOCIAL POWWOW INC  
d/b/a:

PO Box 854  
Pahrump, NV, US, 89041

**F** Name of Principal Officer: Paula J Elefante

**D** Employer Identification Number  
56-2384632

**E** Website:

1710 W Horn Rd  
Pahrump, NV, US, 89048

**Privacy Act and Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

**Note:** This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

This Form 990-N (e-Postcard) was accepted by the IRS on 5/2/2012.

**Pahrump Tourism and Convention Council**

**Form PTCC-02: Grant Request Guidelines**

*elim. Cultural  
yes Infrastructure  
Marketing & Startup*

**BACKGROUND**

The Pahrump Tourism and Convention Council ("PTCC") is an advisory board answering to the elected Board Members of the Town of Pahrump, Nevada. The purpose of the PTCC is to:

- a. Act in an advisory capacity to the Pahrump Town Board and/or the Pahrump Town Manager with regard to the promotion of the unincorporated town of Pahrump, so as to increase the number of domestic and international tourists; and
- b. Make recommendations to the Pahrump Town Board and/or the Pahrump Town Manager with requests for expenditures from the Room Tax fund generated within the unincorporated town of Pahrump.

In furtherance of the stated purposes of the PTCC, the PTCC may, from time-to-time, offer specific grants to individuals, businesses and/or organizations provided that the use of the grant money serves the stated purposes of the PTCC and is in the best interests of the PTCC.

Without limiting the ability of the PTCC to offer any grant(s) that are anticipated to further the goals and objectives of the PTCC, a grant request must generally fit into one of the following four (4) categories:

1. Marketing. This category includes advertising efforts (television, radio, newspaper, etc.) designed to promote specific and established events/attractions. For the most part, the bulk of grant requests will reside within this category and this type of grant is the "standard".
2. Start-up. This category includes new, or start-up, events/attractions. While the "standard" grants are limited to marketing efforts, grants for start-up events/attractions can be used for non-marketing activities provided that the grant funds are not used for those prohibited items listed in section 1.16.
3. Infrastructure. The PTCC supports the development of publicly owned property, facilities and infrastructure within the Town of Pahrump when such development will assist in attracting visitors to the town.
4. Cultural: The PTCC supports building a sense of community through partnerships with the arts, education and environment. Grants for cultural events can be used for any activity, including non-marketing activities, provided that the grant funds are not used for those prohibited items listed in section 1.16.

## **Pahrump Tourism and Convention Council**

### **Form PTCC-02: Grant Request Guidelines**

The PTCC strives to maintain a balanced budget and engages in other marketing activities designed to promote the Town of Pahrump; these other marketing activities are the main focus of the PTCC and take precedence over the awarding of grants. As such, the amount of funds available for grants may be limited due to these other marketing activities and, as such, the PTCC makes no assurances that grant funds will be available and, further, the PTCC is under no obligation to award grants. Grants will only be awarded in those circumstances where the anticipated room tax revenues exceed the other budgeted marketing activities. Further, the amount available for grants, if any, will be limited to the difference between anticipated room tax revenues and the other budgeted marketing activities. Grants will be awarded on a “first come, first served” basis and will not be awarded once the available grant funds for the current fiscal year have been distributed.

#### **GENERAL GUIDELINES**

- 1.1 These general guidelines apply to all grant requests, and must be followed for all grant requests, regardless of which category (marketing, start-up, infrastructure, cultural) the grant is for.
- 1.2 Grant funds are intended exclusively to develop, promote and improve tourism to and within the Town of Pahrump and may not be used for any other purpose.
- 1.3 It is not the intention of the PTCC to fully fund any activity but, rather, to provide matching funds to assist. As such, each grant recipient must provide an amount of money greater than or equal to the amount of the grant request with such funds dedicated to the project. The PTCC may, however, provide a grant with less than equal matching money provided by the recipient if the PTCC is convinced that the recipient is financially unable to provide an equal match.
- 1.4 Applicants are strongly encouraged to leverage other funds beyond the required match such as state/federal grants, local cash/donations from businesses, local cash/donations from the community, event sponsorship, etc. in order to maximize limited resources.
- 1.5 Organizations requesting a waiver of any portion of the matching funds must submit a written statement of need.
- 1.6 While grant requests from individuals and for profit businesses will be considered, preference will be given to non-profit entities. In addition, preference will be given to those events/attractions anticipated to result in overnight stays.

## **Pahrump Tourism and Convention Council**

### **Form PTCC-02: Grant Request Guidelines**

- 1.7 Applications for grant funds must be submitted no later than one hundred twenty (120) days prior to the date of the event/attraction and/or the start of the project. The PTCC may consider applications submitted less than one hundred twenty (120) days prior but is under no obligation to do so.
- 1.8 Applications for grant funds must be submitted on the official form. In addition, applicants must provide a formal and complete written statement of the project goal including an exact description of the purpose of the grant funds and how the grant funds will be expended, an itemized budget, the distribution plan and/or the media schedule (if appropriate to the project), the long and short term goals of the project, and an estimate of the number of visitors/tourists the project expects to attract. Submitting creative ideas and plans will be helpful in the grant evaluation process.
- 1.9 Applications for grant funds will be placed on a PTCC agenda. It is imperative that the applicant has a representative attend the PTCC meeting in order to explain the grant request and answer questions of the PTCC Board. Failure to have a representative attend the PTCC may result in denial of the application.
- 1.10 The PTCC does not “approve” applications but, rather, merely recommends that the Town Board approve the application. As such, if the PTCC recommends approval, the applicant should have a representative attend the Town Board meeting where the item will be heard in the event any Town Board Member has questions regarding the project.
- 1.11 If the PTCC recommends approval of the application, the applicant must complete and sign the “Grant Agreement” prior to the Town Board meeting where the item will be heard. The PTCC will not place the item on a Town Board agenda until such time as the “Grant Agreement” has been completed.
- 1.12 The PTCC operates on a reimbursement model. This means that your organization will not receive any funds prior to the start of the project but will only be reimbursed for actual funds expended as supported by a receipt. Once you have paid for the item, you may turn the receipt into the Town offices for reimbursement; once the receipt is verified, the reimbursement check will be issued within sixty (60) days.
- 1.13 Each Grantee must complete and submit a “Grant Evaluation” form to the PTCC; the grant evaluation form must be completed and submitted along with the request for reimbursement (see item 1.12 above). Failure to complete/submit the grant evaluation form will result in denial of the reimbursement and will automatically disqualify the grant recipient from all future grant requests. Performance on past and pending projects will be considered before further applications by the organization will be considered.

## Pahrump Tourism and Convention Council

### **Form PTCC-02: Grant Request Guidelines**

- 1.14 Grants may be audited at any time by the PTCC or its representatives up to five (5) years after the conclusion of the event/attraction.
- 1.15 These guidelines have been established to assist grant applicants in developing proposals for grant funds. The PTCC hereby reserves the right to modify and/or waive these guidelines at any time and/or the right to reject any and all proposals. The PTCC further reserves the right to waive any irregularities in any proposal if it is in the best interests of the PTCC to do so.
- 1.16 The following are not fundable expenses for the purpose of grant funds:
- (a) Direct religious activities.
  - (b) Political activism, lobbying, legislative activities, or legal action.
  - (c) Capital investments or improvements (except for infrastructure grants).
  - (d) Equipment purchases (except for infrastructure grants).
  - (e) Salaries, cost over-runs, overhead, staff food or lodging, staff benefits, entertainment or transportation, or other personal costs. For the purposes of this paragraph, the term "staff" includes volunteers.
  - (f) Communications by telephone, telegraph, telex, or other means.
  - (g) Alcohol or drugs.
  - (h) Operating costs such as office rent, supplies, telephone, postage, subscriptions, memberships, utilities, maintenance, auto expense, maintenance of equipment, etc.
  - (i) In state or out of state travel costs or per diem.
  - (j) Training registration fees, travel, materials, training consultants, other costs for training staff, volunteers, community leaders, etc.
  - (k) Prizes and awards.
  - (l) Non-budgeted expenses.
  - (m) Expenses incurred or commitments made prior to the grant award.
- 1.17 The PTCC does not provide funding to agencies, organizations, individuals, etc. that discriminate based on race, color, creed, age, sexual orientation, national origin, etc.
- 1.18 Applicants/Grantees will comply with all applicable local, state and federal rules, regulations, laws, etc. including, but not limited to, Town of Pahrump business license, Town of Pahrump resolutions regarding audits of grantees, state health permits, state sales tax registration and collection, state business registration, state and federal employment taxes, federal income tax registration and filing, etc.
- 1.19 Grantees are not permitted to earn a profit from any event/attraction/activity sponsored by the PTCC through a grant (unless said profit exceeds the amount of the grant). If a profit is available, said profit must be remitted to the PTCC up to the amount of the grant awarded

## Pahrump Tourism and Convention Council

### **Form PTCC-02: Grant Request Guidelines**

by the PTCC. Once the grant amount has been repaid, the grantee is allowed to keep the remaining profit, if any. Failure to remit profits to the PTCC within ninety (90) after the conclusion of the event/attraction/activity will render the organization ineligible for future grants.

#### MARKETING GUIDELINES

- 2.1 The purpose of the PTCC is to increase the number of tourists visiting the Town of Pahrump and, ideally, to increase the number of overnight stays. As such, the PTCC will not consider requests seeking grant funds to perform advertising within a fifty (50) mile radius of the Town of Pahrump. Be advised, however, that requirements at the state level may differ and should be considered if state funding is also anticipated.
- 2.2 In addition to the standard grant request application, the applicant must submit copies of all proposed marketing collateral. This includes, but is not limited to, the following:
  - (a) For print advertising (newspapers, magazines, flyers, etc.), a copy of the proposed advertisement.
  - (b) For radio and television advertising, a written copy of the proposed script.
  - (c) For Internet advertising, a copy of the proposed advertisement.
- 2.3 All marketing collateral (newspapers, magazines, flyers, radio, television, Internet, etc.) must contain the following:
  - (a) The following wording: "Sponsored by the Town of Pahrump and the Pahrump Tourism and Convention Council."
  - (b) The PTCC website address.
  - (c) The Town of Pahrump and PTCC logo.
- 2.4 A detailed listing of where and when the advertisement will be run.
  - (a) For newspapers and magazines, the name of the publication and the publication dates.
  - (b) For flyers, the number of flyers to be produced, distribution locations and distribution dates.
  - (c) For radio and television, the name of the station, the dates the ad will be run, and the total number of spots.
  - (d) For Internet, the name of the website, the dates the will be run, and the number of impressions.
  - (e) For other forms of marketing, similar information describing where and when the advertisement will be run.

## **Pahrump Tourism and Convention Council**

### **Form PTCC-02: Grant Request Guidelines**

- 2.5 A detailed listing of the cost of the marketing. This is to include a quote, or proposal, from the media outlet.

#### **START-UP GUIDELINES**

- 3.1 A goal of the PTCC matching grant program is for the grant money awarded to serve as “seed” money to help a project get started or grow. It is anticipated that future matching grant awards will decrease as each event or promotion becomes successful enough to be self-sustaining. This will allow appropriated funds to assist other new events to get started or expand so as to bring additional tourism to the Town of Pahrump, or to be used in destination marketing.
- 3.2 An event or attraction may be considered a “start-up” for the first three (3) performances. After the first three (3) performances, the event/attraction will not be considered a “start-up” and will generally be limited to marketing funds only.
- 3.3 The PTCC anticipates that the total grant request from a “start-up” event/attraction will decrease for each subsequent performance. A grant request that increases from one performance to the next and/or remains flat from one performance to the next indicates an event/attraction that is not becoming self-sustaining and, therefore, less likely to meet the goals of the PTCC. A “start-up” grant request that does not decrease from performance to performance may not be given full consideration by the PTCC.
- 3.4 While the “standard” PTCC grant is for marketing activities, a grant to a “start-up” event or attraction can be used for purposes other than marketing provided that the grant funds are not used for those prohibited items listed in section 1.16.
- 3.5 In the event that any portion of the grant funds are to be used for marketing activities, the grant application must adhere to the requirements detailed in the “Marketing Guidelines” section.
- 3.6 As grant funds in this category can be used for a multitude of purposes, these guidelines will remain intentionally vague as it is not possible for the PTCC to anticipate each and every possible use of funds. Accordingly, it is incumbent upon the applicant to provide as much detailed information in their application as possible to assist the PTCC in reaching a conclusion regarding the application. Failure to provide sufficient information may result in the PTCC reducing the amount of the grant request and/or rejecting the request entirely. Sufficient information may include, but is not limited to, a detailed projected income statement for the event/attraction indicating all sources of revenue and all uses of funds, a

## **Pahrump Tourism and Convention Council**

### **Form PTCC-02: Grant Request Guidelines**

detailed balance sheet and income for the organization as a whole indicating the need for start-up funds, quotes from vendors, etc.

#### **INFRASTRUCTURE GUIDELINES**

- 4.1 Priority will be given to projects that are unable to access other sources of funds (state grants, federal grants, bond issues, etc.). Documentation must be submitted to show why other sources of funds are not available for the project.
- 4.2 Priority will be given to projects that produce tangible assets that improve the tourism potential of the Town of Pahrump.
- 4.3 Priority will be given to projects identified as a local priority arrived at through a planning or public meeting process that shows broad community support and commitment. Documentation must be submitted showing the plans or process, which identified the project as a local priority.
- 4.4 Projects may include, but not be limited to, the following:
  - Visitor center, kiosk, rest stop, etc.
  - Downtown improvements
  - Gateway improvements
  - Local park or recreation improvements that will increase tourist visits
  - Fair grounds and arena improvements
  - Improved parking for visitors/tourists or RV's
  - Infrastructure such as water, sewer, streets, etc. that will directly enhance visitor/tourist visits
- 4.5 The following are examples (but should not be considered an exhaustive listing of all allowable uses) of allowable expenses for the purpose of the grant funds:
  - Capital investments or improvements
  - Equipment used as a part of the project
  - Real or personal property
  - Interpretive signs
  - Construction costs
  - Permit fees required by local, state or federal entities
- 4.6 Questions on what constitutes expenses that are allowed or not allowed should be addressed to the PTCC or its representatives. The PTCC will make the final determination as to which expenses are allowed and which are not allowed.

## Pahrump Tourism and Convention Council

### **Form PTCC-02: Grant Request Guidelines**

- 4.7 Projects funded through the program must comply with all federal, state and local regulations and requirements.
- 4.8 As grant funds in this category can be used for a multitude of purposes, these guidelines will remain intentionally vague as it is not possible for the PTCC to anticipate each and every possible use of funds. Accordingly, it is incumbent upon the applicant to provide as much detailed information in their application as possible to assist the PTCC in reaching a conclusion regarding the application. Failure to provide sufficient information may result in the PTCC reducing the amount of the grant request and/or rejecting the request entirely. Sufficient information may include, but is not limited to, a detailed projected income statement for the project indicating all sources of revenue and all uses of funds, a detailed balance sheet and income for the organization as a whole indicating the need for project funds, quotes from vendors, etc.

### CULTURAL GUIDELINES

- 5.1 All grants for cultural activities will be drawn solely from the funds provided by the State of Nevada room tax (as opposed to the funds provided by the Town of Pahrump room tax).
- 5.2 Priority will be given to those events held in conjunction with other town activities.
- 5.3 Priority will be given to those events appealing to the broadest cross-section of the community.
- 5.4 Priority will be given to those events displaying broad community support (as evidenced by the number of community volunteers, the number and dollar amount of community donations, etc.).
- 5.5 While not a prerequisite, priority will be given to those events expected to draw overnight visitors.
- 5.6 Grants will be limited to fifty percent (50%) of the anticipated shortfall (i.e., anticipated revenues less anticipated expenses). For the purposes of this requirement, "in-kind" donations of time are not considered. The remaining fifty percent (50%) of the anticipated shortfall must be provided by the grantee through their own resources, other grants, community donations, etc.
- 5.7 Grant funds for cultural activities may be used for any purpose (except those items listed in section 1.16) and are not limited solely to marketing purposes.

**Pahrump Tourism and Convention Council**

**Form PTCC-02: Grant Request Guidelines**

- 5.8 If any portion of the grant funds are to be used for marketing purposes, the grantee must fully comply with the "Marketing Guidelines" (section 2) *except* that the grantee is not subject to the fifty (50) mile radius rule.
- 5.9 As grant funds in this category can be used for a multitude of purposes, these guidelines will remain intentionally vague as it is not possible for the PTCC to anticipate each and every possible use of funds. Accordingly, it is incumbent upon the applicant to provide as much detailed information in their application as possible to assist the PTCC in reaching a conclusion regarding the application. Failure to provide sufficient information may result in the PTCC reducing the amount of the grant request and/or rejecting the request entirely. Sufficient information may include, but is not limited to, a detailed projected income statement for the event/attraction indicating all sources of revenue and all uses of funds, a detailed balance sheet and income for the organization as a whole, quotes from vendors, etc.

**Pahrump Tourism and Convention Council**

**Form PTCC-02: Grant Request Guidelines**

**RECEIPT AND ACKNOWLEDGMENT**

I hereby acknowledge receipt of the Grant Request Guidelines of the Pahrump Tourism and Convention Council (Version 1, Effective 08/01/2009). I understand that, if my grant request is approved (in whole or in part) by the Pahrump Tourism and Convention Council and the Pahrump Town Board, this "Receipt and Acknowledgment" will become an Exhibit to the Grant Agreement and will thereby fully incorporate all requirements, terms, conditions, etc. of the Grant Request Guidelines into the Grant Agreement. I hereby agree to fully comply with the Grant Request Guidelines before, during and after the event and I understand that failure to comply with the Grant Request Guidelines will be considered a material breach of the Grant Agreement. I represent and warrant that I have full authority to sign this "Receipt and Acknowledgment" and to bind the applicant/grantee.

---

Print Name of Event

---

Print Name Applicant (Organization/Individual)

---

Signature of Applicant

---

Print Name of Person Signing

---

Date



MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 8-14-12

TO: Town Board

FROM: William A. Kohbarger, Town Manager  
Kelly Buffi, Chairperson, Pahrump Tourism and Convention Council

DATE: 8/2/12

RE: Approval of Pahrump Tourism and Convention Council (PTCC)  
Marketing Grant Not to Exceed \$3,500.00 to the Bob Baker Wild West  
Extravaganza.

**1.) Background**

After reviewing the grant submittal and having a discussion with the applicant, the PTCC found sufficient justification, under their established grant guidelines, to recommend to the Town Board to award a grant to the Bob Baker Wild West Extravaganza in an amount not to exceed \$3,500 from the State Tourism Room Tax Fund, for the eligible expenses outlined in the grant award.

The PTCC clearly reviewed the Grant Guidelines and Grant Evaluation and Request for Reimbursement process with the applicant. It is understood and agreed that reimbursement of funds will be based on meeting the requirements outlined in the PTCC Grant Guidelines and PTCC Grant Evaluation and Request for Reimbursement.

Marketing expenditures are as follows:

Radio	\$3,825
Magazine	\$2,714
Newspaper	\$ 760
Marketing Total	\$7,299

Reimbursement to be issued up to \$3,500 in advertising/marketing invoices submitted.

**2.) Fiscal Impact**

There are sufficient funds available in the Pahrump Town State Room Tax Fund for these grants. The PTCC grants are administered on a reimbursement basis upon submission of receipts and required grant evaluation forms.

MEMO  
TOWN OF PAHRUMP  
TOWN BOARD MEETING AGENDA ITEM  
MEETING DATE: 8-14-12

**3.) Board Action Requested**

The PTCC recommends that the Town Board *move to approve a grant to the Bob Baker Wild West Extravaganza nonprofit organization, in an amount not to exceed \$3,500, payable from the State Tourism Room Tax Fund provided that the funds aren't used for any of the prohibited items as specified in the guidelines.*

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

Attachments – PTCC Grant Applications from WWE

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

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7 PM

**COVER SHEET**

Name of Applicant: Wild West Extravaganza  
 Address: P.O. Box 1867  
 City, State, Zip: PAHRUMP, ND 58041  
 Tax ID #: \_\_\_\_\_  
 Contact Person: SHARON WEHRLY / ALICE EYCHNER  
 Telephone/Fax: 775-209-6731 - 775-757-4257  
 E-Mail/Website: wehlybird@sbcglobal.net

Type of Organization:    Governmental    Non-Profit    For Profit    Individual

Details of project/event – please include the name, date(s), time(s), location(s), purpose and other pertinent information

Wild West Extravaganza OCTOBER 12, 13 and 14, 2012  
FRIDAY  
OCTOBER 12 opening ceremonies 1PM, closing 12 pm; SATURDAY OCT  
13, 2012 opening 0800 AM, closing 12 pm; SUNDAY OCT 14, 2012 opening  
0830 - closing 6 pm.

Total Projected Event Income:    \$ 10,600<sup>00</sup>  
(This should match total income from page 4)  
 Total Projected Event Expenses:    \$ 7,100<sup>00</sup>  
(This should match total expenses from page 4)  
 Total Projected Event Income/(Loss):    \$ -3,500<sup>00</sup>  
(This should match total income/(loss) from page 4)  
 Grant Amount Requested:    \$ 3500<sup>00</sup>

Has this project/event received a PTCC grant in the past? YES NO If yes, when? 2010  
 Has your organization received a PTCC grant in the past? YES NO If yes, when? 2010  
 How many times has this project/event been held in the past? 10 times 2001-2011

**WWE. budget w/ Advertising Grant**

*flyers  
radio spots  
and?*

**Expenses**

Advertising	\$ 6000.00	Sponsors	\$ 4000.00
Entertainment	\$ 1600.00	Vendors	\$ 1500.00
Bands	\$ 250.00	Melodrama	\$ 350.00
Reinactors	\$ 1000.00	Art Show	\$ 1000.00
MC	\$ 350.00	Pony Express	\$ 250.00
Art Show	\$ 1000.00		
Logistics	\$ 2000.00		
Totals	\$ 10600.00		\$ 7100.00
		Grant Town	\$ 3500.00
			\$ 10600.00

**Sponsors WWE has \$1000.00 in sponsorships to date and 2 pledges of \$1000.00**

**Vendor, Melodrama, Pony Express and Art Show money is an estimate based on years past averages**

**WWE has other venues including Master Gardner, Museum, 4 H, Native American, Civil War, Mining, Fast Draw Shooting, Mountain men, and Church Services that handle their own costs.**

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC")

Form PTCC-03: Grant Request Application Packet

3K Mkt. M

**EVENT BUDGET**

Do not include any anticipated grant funds from the PTCC on this form. List all sources of revenue for this project/event (other than PTCC grants) and all projected expenses. For the purposes of this budget, include only cash revenues/expenses and in-kind support; do not include volunteer time. If desired, you may use your own income statement form rather than this form (provided that all required information is supplied); simply state "See Attached" and attach your form.

<u>REVENUES</u>		<u>EXPENSES</u>	
Governmental Grants	<u>Ø</u>	Marketing/Advertising**	<u>6,000 - 89</u>
Foundation Grants	<u>Ø</u>	Salaries/Benefits*	<u>Ø 4289</u>
Corporate Grants	<u>Ø</u>	Professional Fees	<u>2,600 -</u>
Sponsorships	<u>2,000.00</u>	Travel*	_____
Advertising (programs, etc.)	<u>Ø</u>	Training*	_____
Admissions	<u>Ø</u>	Equipment*	<u>2,000 -</u>
Booth Rentals	<u>2,600 -</u>	_____	_____
Concessions	<u>500 -</u>	_____	_____
Donations	<u>Ø</u>	_____	_____
In-Kind Support	<u>Ø</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>TOTAL</b>	<u>7,100</u>	<b>TOTAL</b>	<u>10,600 -</u>

33825  
2714  
750

**PROJECTED INCOME/(LOSS):** 3500

\* = Pursuant to Section 1.16 of the "Grant Request Guidelines," these expenses are not eligible for grant funding.  
\*\* = Provide details on a separate page.

## Pahrump Tourism and Convention Council Questions

### 1. Advertising 50 mile rule:

Although we prefer to keep money within Pahrump, we only advertise through entities that have large advertising footprints. Footprints which include coverage from So. California, central Nevada, northern Nevada, southern Idaho, Utah and northern Arizona.

Please see attached coverage areas for Pahrump Chamber of Commerce Magazine, Fall Festival Book, KNYE, Review Journal, Mirror and KPMV. We also advertise with Western Art Organizations.

This year Karen Jackson will broadcast live on Saturday while MCing our show. On Friday and Sunday she will be on the air with our alternate MC talking about our Grand Opening, Presentations, and Closing Ceremonies.

### 2. Brochures and Events

a. We distribute flyers to regional and out of state art shows, i.e.

b. Flyers go to mountain man and rein-actor events in California, southern Nevada, and Arizona, i.e.

c. Fall Festival, 4th of July

### 3. Las Vegas Print Advertising

a. Las Vegas Review Journal

b. Las Vegas Chamber of Commerce

### 4. Website Counter

Our Website is being completely redesigned by Mr. Shoemake. The person who has the contract with the Town for their website. Our old website had a hits counter, the new one will also. The new website will be linked to all of the Chamber of Commerce sites in Nevada, California and Utah, as well as pioneer territory (don't remember the new name). We do not have the old printed data available to us.

15<sup>th</sup> AW

### 5. Information Western Art Show

6. Our four survey questions:

- a. Do you live in Pahrump -+ 50 miles +75 +100 More
- b. Are you over 21 35 50 65
- c. Are you spending the night 2 nights 3 nights in Pahrump?
- d. Are you planning on eating here or elsewhere in Pahrump?

7. Advertising acknowledge PTCC

Not at the present time, but it will when we are awarded the Advertising Grant. PTCC will be placed on our Flyers, in our advertising through out the State, and in neighboring states, over the airways and during our show on live radio.

From: **Doris Smith** dartweebush@hotmail.com  
Subject: **proposal for the Western Art Show, 2012**  
Date: June 24, 2012 9:03 PM  
To: **Sharon Wehrly** wehrlybird@sbcglobal.net

This is about what I did . I put together a list of the contacts I intend to make , we will throw out a line and fish a little . It'll cost some postage but I think I'll put together a letter and get it off to see if we get any response from some of the " big guys"

**Bob Baker Wild West  
Extravaganza 2012  
second annual juried western art show**

Contacts made in 2011 included:

~ Helldorado Days Art Show /Auction May 2011

~Boulder City, WWE Flyers for Western Art Show June 2011

~Ely Nevada Art in the Park ,

Elko Nevada Artists, Saint George Utah Artists, Santa Ynez California Artists, Barstow  
California Artists August 2011

~Mesquite Nevada..WWE Art Flyers to Art Gallery September 2011

~Vegas Art Guild ~ Flyers and presentation for Western Art Show, search for the  
Judges for Art Show

## **CONTACTS TO BE MADE FOR 2012**

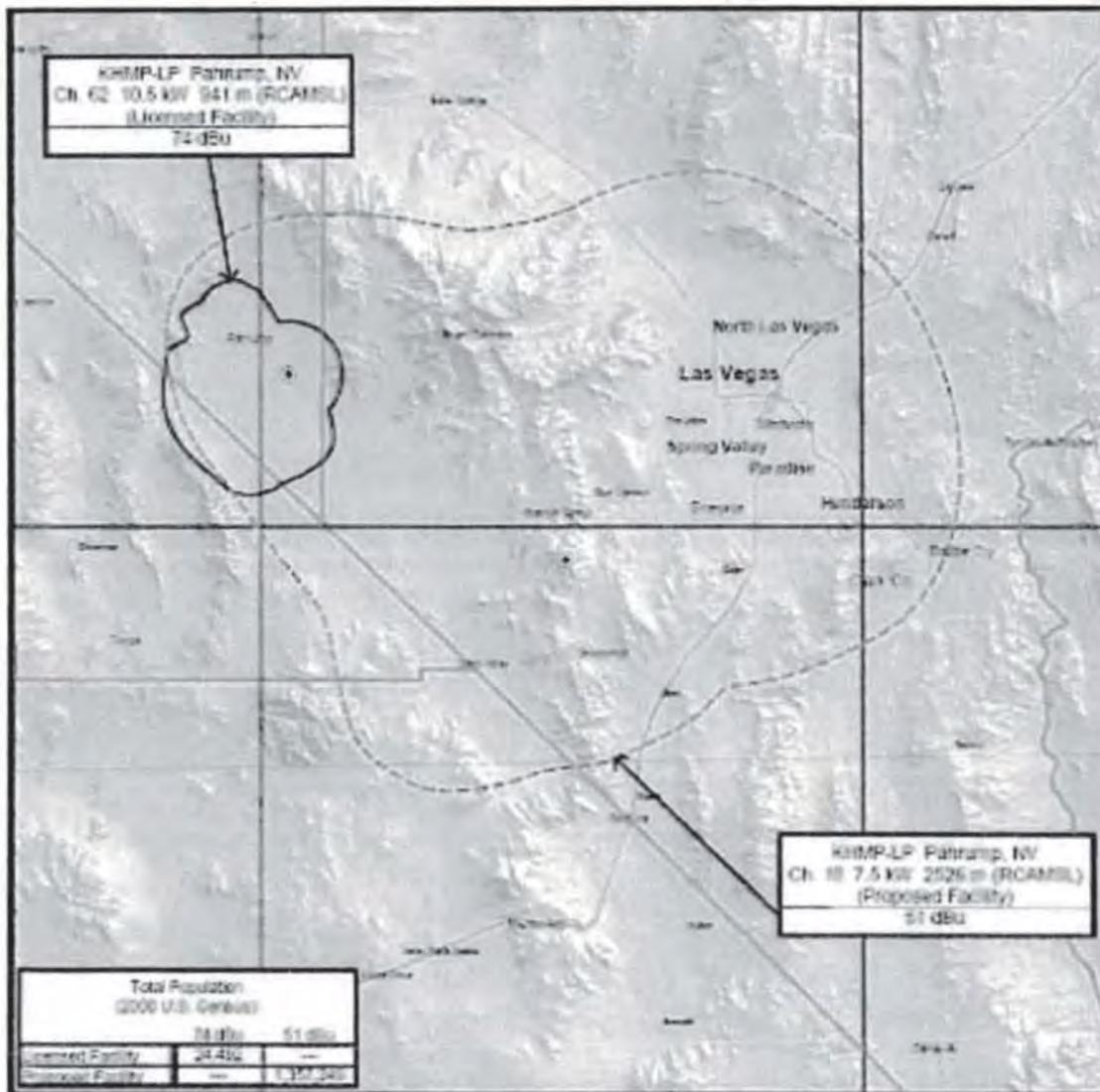
*In addition to contacting the Helldorado Art Show. Las Vegas, Boulder City Artist Vegas Art Guild I will be contacting several artist in the Henderson area.*

- Ø *Moab Arts Council, Utah*
- Ø *Havasu Art Guild ,Arizona*
- Ø *Valley Institute of Visual Arts, California*
- Ø *Los Gatos Art Association, California*
- Ø *Nevada Watercolor Society*
- Ø *Mesquite Arts Council*
- Ø *Clark County Artist Guild, Las Vegas*
- Ø *Society of Western Artists, San Joaquin Valley Chapter*
  - Ø *Elko County Art Club*
  - Ø *St George Area Art Gallery Association*
  - Ø *Virgin Valley Artist Association*
- Ø

<p>We had a total of 21 artist participate with 50 pieces of art. With the facilities we have now we can not accommodate more than 25 more pieces of art. Of the 21 artist , 14 were from Pahrump, with 7 from out of the area.</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



# COVERAGE MAP (FOOTPRINT)



**SERVING LAS VEGAS, NORTH LAS VEGAS, HENDERSON, BOULDER CITY, SANDY VALLEY AND PAHRUMP, NV.**

PAHRUMP TOURISM AND CONVENTION COUNCIL ("PTCC") *Carla*

## Form PTCC-03: Grant Request Application Packet

In completing this grant request application, please refer to the published "Grant Request Guidelines" for definitions, acceptable uses of grant funds, etc.

Type of Application:           Marketing

                                          Start-Up

                                          Infrastructure

                                          Cultural

<b>APPLICATION CHECKLIST</b>
------------------------------

This checklist is for your use in completing your PTCC Grant Request. Please submit the original grant request in the order and methods listed below.

Name of Applicant: PAHRUMP POWWOW

**Application Package**

- Application Checklist
- Cover Sheet
- Application Narrative
- Event Budget
- Signed Certification Page

**Supporting Materials**

- Signed "Receipt and Acknowledgment" of Grant Request Guidelines
- Current Board of Directors list
- Most recent financial statement (Balance Sheet and Profit/Loss Statement)
- IRS Form 990 (if available)
- Annual audit results (if available)
- Marketing collateral (section 2 of the Grant Request Guidelines)
- List of volunteer involvement and in-kind contributions
- Any supplemental materials relevant to this grant request

**BOB BAKER WILD WEST EXTRAVAGANZA  
SECOND ANNUAL WESTERN ART SHOW**

**October 13,14 2012**

Saddle West Casino , Pahrump, Nevada

**Attention Artists**

You are invited to exhibit your original artwork at the Second Annual Juried Western Art Show being held in Pahrump Nevada. Saddle West Casino will host the Bob Baker Wild West Extravaganza Second Annual Juried Western Art Show .

**Saturday, October 13, from 10 - 9 pm, and**

**Sunday, October 14, 2012, from 10 - 4 pm.**

The Art Show will be located in the Bingo Room of Saddle West Casino.

Art Work will be accepted on Friday, October 12, noon till 4:00 pm. Artists are responsible for delivery of entries and their removal at the end of the event.

**Pick up time for Art will be 4:00 p.m. Sunday, October 14**

Security will be provided FRIDAY night and SATURDAY night

Insurance of all art work is the responsibility of the artist

Application to the BB Wild West Extravaganza Juried Art Show implies the right to use photos and bios for publicity purposes.

Western art shall be any form of art that portrays the west in its past or present state or condition. Any form of the earliest explorers to present day cowboys, including western wild life and landscape. All western art must display a western flavor, and is subject to judge's discrimination. *Art in the form of modern art, exotic wildlife, English type equestrian subjects, and still life flower arrangements shall not be considered western art.*

**ENTRY FEE:** \$15.00 for first entry, \$10.00 for next entry with a maximum of four entries. Participants may contact Doris Smith ( show coordinator) to reserve your number of spaces, otherwise acceptance will be on a first come basis and space may be limited..

**AWARDS:** Best of Show - \$150.00, 1<sup>st</sup> Place of Show - \$100.00. 2<sup>nd</sup> Place of Show - \$75.00, 3<sup>rd</sup> Place of Show, \$50.00

Ribbons will be awarded for 1st, 2nd and 3rd places in each of the categories listed below.

**CATEGORIES:** Oil, acrylic, pencil, pen, pastel, mixed media, watercolor, photography,

**PRESENTATION:** All work must be original, and cannot be in violation of any copyrights. Artwork must be properly wired and ready for display

**DIMENSION OF WORK:** Framed artwork cannot exceed four feet wide or four feet deep.

**SALE OF ARTWORK:** Minimum price may not be changed after acceptance of entries. The Bob Baker Wild West Extravaganza shall receive 25% commission of the sold piece, this funds the prize monies . The Art Show Committee will handle the sales of art work for the artist. "NFS" shall indicate "Not For Sale". All entries must remain on display ( unless sold) until the close of the exhibit.

Artist will also pay a 25% commission on sales at close of show.

.....**Artist Application**.....

To Enter

Fill out the attached application , mail or bring with registration fees, a list of art pieces, and artist bio to:

Doris Smith, 150 S Hwy 160 Ste C-8, 225  
Pahrump, Nevada 89048

Payment is required with application (checks/money orders made payable to Bob Baker Wild West Extravaganza )

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Number of entries \_\_\_\_\_ TOTAL \*\* (Check Enclosed) \$ \_\_\_\_\_

CHECKLIST:  Check enclosed  Art Work title  Biography enclosed or e-mailed  
info@\_ [www.wildwestextravaganza.org/artshow.htm](http://www.wildwestextravaganza.org/artshow.htm) (web Site) or contact

Doris Smith at,775-537-6136 or [Dartweebush@gmail.com](mailto:Dartweebush@gmail.com)

## List Your Art

Title \_\_\_\_\_

Medium \_\_\_\_\_ Size \_\_\_\_\_ Price \_\_\_\_\_

All work by the artist must be their own creative, original concept, design and execution. I certify that the information given on this application is true and correct. I hereby release and hold harmless the Bob Baker Wild West Extravaganza Sponsors from any and all liability or claims as a result of my participation in the art show including but not limited to theft, personal injury, strike, public enemy or act of God.

I have read and agree to abide by all BBWWE rules and procedures.

Name \_\_\_\_\_ Date \_\_\_\_\_



KHWG RADIO COUNTRY CLASSIC  
1050 W. Williams  
Fallon, NV. 89406  
**Office:** (775) 775-423-KHWG  
**Fax:** (775) 428-1765  
**Email:** khwg@cccomm.net

April 30, 2012

## MEDIA PROPOSAL: KHWG RADIO 750 AM

Dear Walt;

The following schedule is as you requested:

Drive times available are 6am to 10am for "morning" drive time, 12pm and from 3pm to 7pm for "evening" drive time.

Third quarter rates are \$25.50 per: 30 sec. play. A suggested high impact schedule would give you 150 x spots a total of \$3825. This schedule (for best result) could be spread over 4 weeks prior to event.

Spots can be delivered via MP3 email for expediency or you may mail CD disc to this address. We provide free production of your spot, if you do have one. See attached script.

### **SUMMARY OF PROPOSAL FOR RADIO ADVERTISING**

**KHWG 750 AM FALLON, NEVADA**

**CLASSIC COUNTRY MUSIC!** <http://www.khwgclassiccounrty.com/>

**COST: \$3825.00 DRIVE TIME SLOTS**

**INCLUDES:** 150 X :30 SPOTS IN MORNING DRIVE TIME FROM 6AM TO 10AM AND EVENING DRIVE TIME FROM 3PM TO 7PM MONDAY THRU FRIDAY.

**DESCRIPTION:** Drive time is Radio's "prime time" for listeners. The majority of radio audiences are picked up on these times. These are the very best times for media frequency and reach.

Thank you.

Sincerely,  
Sales Department  
KHWG COUNTRY CLASSIC RADIO 750 AM

eLetter 04/30/12\

\*\*\*\*\*

RADIO/TV COPY:

IT'S TIME AGAIN FOR THE 11<sup>TH</sup> ANNUAL WILD WEST EXTRAVAGANZA IN PAHRUMP NEVADA ... IT'S ALL HAPPENING FRIDAY SATURDAY AND SUNDAY .... OCTOBER 12<sup>TH</sup> ... 13<sup>TH</sup> ... AND 14<sup>TH</sup> AT THE SADDLE WEST HOTEL AND CASINO. 3 BIG DAYS OF FUN PACKED WESTERN ACTION FOR THE WHOLE FAMILY, WITH LIVE ENTERTAINMENT ALL WEEKEND, A PONY EXPRESS TRAIL RIDE, BOOMTOWN AND TENT CITY VENDORS, A GUN SHOW, COWBOY ACTION SHOOTERS, LIVE MELODRAMA AND MORE, OCTOBER 12<sup>TH</sup> ... 13<sup>TH</sup> ... AND 14<sup>TH</sup> AT THE SADDLE WEST HOTEL AND CASINO. PLAN TO ATTENT ... BRING THE WHOLE FAMILY TO THE 11<sup>TH</sup> ANNUAL WILD WEST EXTRAVAGANZA IN PAHRUMP NEVADA.

## 2011 Pahrump Wild West Extravaganza Tourism Survey Results

**6500 Attendees** (figures rounded to the nearest 50):

- **3800 Local Residents** (live within a 50 mile radius)
- **2700 Visitors**

# Bob Baker's Wild West Extravaganza

## 2012 Tourism Projections Room Occupancy

- **Attendance Projections** - supported by last year's survey-
  - This year we expect at least 6500 persons in attendance and if the ratio remains the same that equates to:
    - 3800 local residents and
    - 2700 visitors.
- **Room Population Projections:** Based on previous annual results, BBWWE expects:
  - At least 22% of the 2700 visitors to stay at least one night in a local motel, hotel or RV Park.
  - Of the 22%, the BBWWE expects 30% to stay 2 nights and 17% to stay 3 nights.
  - Most are couples, which would be 351 rooms.
  - Approximately 42% or 144 couples would stay at an RV space at an average of \$25.00 a night - \$3,597.75,
  - while 58% or 203 couples would stay at motels/hotels at an average of \$79.00 a night.
  - for a total of \$16,082.82.
  - a grand total of \$19,680.57.
- **Overall Room Sales Economic Impact** \$19,680.57.

# Bob Baker's Wild West Extravaganza

## 2012 Tourism Projections Restaurant Activity

- **Attendance Projections** - supported by last year's survey-
  - This year we expect at least 6500 persons in attendance and if the ratio remains the same that equates to:
    - 3800 local residents and
    - 2700 visitors.
- **Restaurant Activity Projections:** Based on previous annual results, BBWWE expects:
  - At least 83% of the 2700 visitors to eat at least one meal in a Pahrump Restaurant or fast food center
    - 2241 persons @ \$7.75 average meal = 17,367.75
  - Of those persons, on an average 55% or 1232 tip the waitress at least 15% or \$1.00 = \$1,232.00
  - Of the 2241 persons the BBWWE expects 30% or 672 to eat 4 meals in Pahrump eating establishments at an average of \$14.00 a meal = \$37,632
  - and 17% of the 2241 persons (381) will attend each day and eat 6 meals in Pahrump Restaurants or fast food centers at an average of \$14.00 a meal = \$32,004.00
  - We are not calculating food expenses for the persons working in the BBWWE or those persons traveling to Pahrump to participate as actors, artists, vendors, artisans, or show help. There are approximately 128 persons working on the show. Vendors and artisans are not included in that number.
  - We are not calculating food expenditures for locals.
- **Overall Food Sales Economic Impact** \$88,235.75

Bob Baker's Wild West Extravaganza  
2012 Tourism Projections Economic Benefit

- **Room Sales \$19,680.57**
- **Food Sales Impact \$88,235.75**
- **Projected Economic Benefit  
\$107916.32**
- Additional economic benefit – Gasoline, Diesel fuel, snacks i.e. sodas, ice cream, retail store incidentals, etc.



**ARENA POLICY**  
**PAHRUMP ARENA ADVISORY BOARD**

**PURPOSE**

The Pahrump public arena facilities are provided for the following purposes:

- ® To promote and provide wholesome entertainment for the residents of the Town of Pahrump.
- ® To promote equestrian activities.
- ® To promote and advertise the Town of Pahrump by and through the activities produced at the arena.

The purpose of this policy is to establish guidelines and procedures to be followed in managing and operating the usage of the Pahrump public arena facilities, to assist the Pahrump Arena Advisory Board (PAAB) and the Town staff in authorizing the use of these facilities, prescribed fees, set restrictions, rules for control, maintenance, and preservation of the Pahrump public arena facilities.

As such, the following guidelines are established to govern the scheduling of the arena facilities:

1. All reservations are considered on a “First come – First served” basis.
2. Any reservation fee is a non-refundable fee; a canceled event shall forfeit all payments made for that reservation.
3. Any event that has received a “fee waived” shall be caused to relinquish their reservation upon request of the PAAB, if a paid/revenue generating event requests the facilities for the same date(s), providing that there is a reasonable advance notice of the request reservation.
4. Town sponsored events may be scheduled on an annual recurring basis.
5. With the approval of the PAAB, the secretary of the Board may be given authority to confirm a reservation request received for scheduling between the Board’s regular meetings, provided that the requested facility is available and all other requirements for usage as outlined in the document have been met.
6. No person or group sponsoring an event in the arena may sell bleachers seats behind the bucking chutes without advance approval of the PAAB. This seating area is reserved for family of contestants and the Board. Arena Board has access to all and any part of the arena at any time before, during, and after said event.

**ALLOWABLE USERS**  
**RESERVATIONS**

1. The PAAB is responsible for approving/denying reservations for the use of the arena facilities and all activities to be conducted therein in coordination with the Town office. Reservation request are normally reviewed by the PAAB at their regularly scheduled meeting the first Thursday of each month.
2. All persons desiring to reserve use of the arena facilities shall submit a reservation form to the monthly meeting. Contact the town office for the next meeting scheduled.
3. The requested reservation may only be confined by providing the following:
  - a. The type of activity to be conducted
  - b. The equipment and/or animals to be used in the activity
  - c. All information regarding the use of the arena, concession, horse stalls and/or livestock pens and any appointment of concessionaires
  - d. Additional information may be deemed necessary by the PAAB
  - e. And, be accompanied by payment of the NON-REFUNDABLE reservation fee (see fee schedule)

**USAGE REQUIREMENTS/ RESPONSIBILITIES**

1. All reserved uses require the applicant to:

- a. Fill out a reservation form and get the form approved by the arena committee.
  - b. Sign a release of responsibility on behalf of the Town of Pahrump and have all participants and/or their guardians sign required forms.
  - c. Provide the PAAB and the Town with satisfactory proof of insurance covering the activity, which policy may not be less than One Million Dollars (\$1M) and shall name the Town of Pahrump as co-insured seven to ten days before said event.
  - d. Pay reservation fee (see fee schedule) by check or money order within three days after form approved by arena committee.
2. Any person, firm, corporation or partnership using the arena/concession facilities must:
- a. Have all equipment used therein operated by person approved and capable of operating said equipment and pass the Town of Pahrump safety class.
  - b. Possess all necessary Town, County, and State licenses, one-day health permits can only be used for three times.
  - c. Items that go into refrigerator and/or freezer must have dates on them of when the item was opened and removed after said event.
  - d. Anything left after your event will become property of the Town of Pahrump Arena.
  - e. Remove all unruly animals from the arena.
  - f. Provide for the safety of all participants and spectators.
  - g. Refrain from causing damage to any arena facilities.
  - h. Provide the PAAB and the Town office with the name, address, and telephone number of a person responsible for conducting the event.
  - i. Must do/participate in a pre/post event inspection, and must be done during set-up and tear-down time. Promoter can take control of the arena noon the day before event to set up to noon the day after to tear down. Rough stock is allowed to come in on Wednesday before your event and can stay one day after your event, but during this time you are responsible to watch livestock and leave arena open for public until said times said above.
3. Advertisement and Signs
- a. The PAAB has the authority to determine all sign placement, type, and size.
  - b. The PAAB may erect and maintain permanent signs and advertisement.
  - c. Any person, corporation, partnership conducting an activity on the Pahrump public arena premise shall be allowed to display approved advertisement and signs only for the period of the reserved event. Such signs may not obscure public view of the permanent PAAB signs. Upon conclusion of the event, the responsible party for conducting the event shall cause the removal of all temporarily placed advertisement and signs.

#### **AMENDMENTS**

This usage policy and associated fee schedule may be amended from time to time as required by the Pahrump Arena Advisory Board.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Secretary

Revised 7/08/12

# Pahrump Arena Advisory Board

## Fee Schedule

All fees may be paid by check or money orders

### **NON-REFUNDABLE Reservation Fee:**

Fee is due within three days after approved reservation form by arena committee

This fee is required per event scheduled

\$150/ day for the first two days

\$100/ day each day thereafter

**DEPOSITS & USE FEE are due and payment no later than 7-10 days before the reserved date.**

**Cleaning Deposit:** Refundable, unless noted otherwise, at the discretion of the PAAB or Town staff, if the facility is left in a clean and orderly manner.

Arena facility: \$250 Refundable

Concession Stand Food &/or Beverage: Restroom \$200 Refundable + \$20 NON-REFUNDABLE screen cleaning fee.

Concession Stand NO Food or Beverage: \$100 Refundable

### **Damage Fees:**

#### **Arena:**

Timers: \$500/ Set; battery will not be included (2-nine volt, 4- AA batteries)

Announcing Equipment: \$1000

Rough Stock Events: Minimum \$500

Other than Rough Stock: \$250

Special Events: Fees as Required

#### **Horse Stalls/ Livestock Pens:**

Horse Stalls: \$15/ Stall/ Day

Livestock Pens: Determined case by case

#### **Concession Stand:**

Damage Deposit: \$250

- The PAAB may further require additional fees for changes to the Arena, the erecting of obstacles, and damage, as it may deem appropriate and necessary.
- A profit user may be assessed an addition fee for use of the arena.
- Advertisement and sign: \$150 for placement of an advertiser provided, approved, 4' X 8' sign for one year renewable (January through December)

**Fee Waivers:** The PAAB has the authority to grant an approval or denial of a request for waived arena fees. Waived fees will be considered for any non-profit organization that is not charging a gate fee. Each request will be evaluated on a case by case basis. The party seeking the waiver shall submit a formal written request and appear before the Board to explain the reason for the waiver. Any decision regarding waiver requests by the PAAB may be reviewed by appeal to the Pahrump Town Board. Requests for appeal shall be submitted in writing to the Town Office within ten days of the PAAB decision and will be scheduled on the next available Town Board meeting agenda.



**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 7/25/2012	<u>DATE OF DESIRED BOARD MEETING</u> 8/14/2012
------------------------------------------------	---------------------------------------------------

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

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

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

BRIEF SUMMARY OF ITEM:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BACKUP ATTACHED:     YES                       NO

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

SPONSORED BY:

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

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED  
8/6/2012

DATE OF DESIRED BOARD MEETING  
8/14/2012

CIRCLE ONE: Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve Waiving the Bob Ruud Community Center (BRCC) Fees for the Southern Nevada 4-H Club who are requesting to hold their annual 4-H Awards Banquet.

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

BRIEF SUMMARY OF ITEM:

See attached Agenda Item Request from Dawn Scronce and Jessica Espinoza.

BACKUP ATTACHED:     YES       NO

NAME OF PRESENTER(s) OF ITEM: Southern Nevada 4-H Club Representative

SPONSORED BY:

Mr. Kulkin, Town Board Vice-Chairman  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107  
Telephone Number

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED August 2012 DATE OF DESIRED BOARD MEETING August 14, 2012

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

*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:

Southern Nye County 4-H would like to request a waiver of use fees for Bob RUUD Center. We wish to use the facility for the 4-H AWARDS banquet - open to all 4-H members families & community. This is a potluck banquet with no charge to those attending.

BACKUP ATTACHED:  YES  NO

NAME OF PRESENTER(S) OF ITEM: Dawn Serence & Jessica Espinoza

SPONSORED BY:

HARLEY Kulkin  
Print Name

Signature

Mailing Address

Telephone Number

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED  
7/31/2012

DATE OF DESIRED BOARD MEETING  
8/14/2012

CIRCLE ONE: Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision to Approve Waiving the Bob Ruud Community Center (BRCC) Fees for Ms. Senior Golden Years & her Queen Court who are requesting to hold a Spaghetti Dinner to Raise Funds for School Teachers on August 19, 2012.

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

BRIEF SUMMARY OF ITEM:

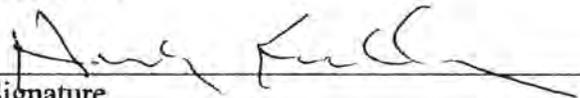
See attached Agenda Item Request from Ms. Earlene Caldon, Senior Golden Years 2012.

BACKUP ATTACHED:     YES     NO

NAME OF PRESENTER(S) OF ITEM: Ms. Earlene Caldon, Senior Golden Years 2012

SPONSORED BY:

Mr. Kulkin, Town Board Vice-Chairman  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107  
Telephone Number

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED 31 July 2012 DATE OF DESIRED BOARD MEETING \_\_\_\_\_

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

*Utilization of the Bob Ruud facility before school starts. Requesting to use the facility on 19 Aug. Request to assume charge for the use of the facility. 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:

*Ms. Senior Golden Years & the Queen Court would like to utilize the facility to sponsor a spaghetti feed & all proceeds would go towards all school teachers to avoid the financial impact to the teachers who buy school supplies out of their pocket. We want to raise money for school supplies for the children - Alcohol may be served.*

BACKUP ATTACHED:  YES  NO  
*to be emailed*

NAME OF PRESENTER(S) OF ITEM: Earlene Calder Ms Senior Golden Years 2012

SPONSORED BY:

Harley Kulkin  
Print Name

Earlene Calder  
Signature

*775-751-6919*

\_\_\_\_\_  
Mailing Address

(\_\_\_\_\_)\_\_\_\_\_  
Telephone Number

*4*

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
8/1/2012      8/14/2012

CIRCLE ONE:    Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:

Discussion and Possible Decision of a proposed Public Private Partnership between the Town of Pahrump and Front Sight Firearms Training Institute to lobby for the creation of enabling legislation for a special economic development zone that can assist Front Sight in their desired expansion needs and address future development needs such as Adventure Springs.

*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:

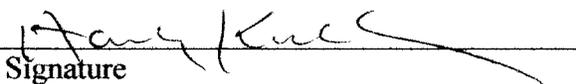
Governor Robert List and Mr. Kulkin will give a verbal presentation on this issue.

BACKUP ATTACHED:     YES       NO

NAME OF PRESENTER(S) OF ITEM:    Mr. Kulkin, Pahrump Vice-Chairman

SPONSORED BY:

Mr. Kulkin, Pahrump Vice-Chairman  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107  
Telephone Number

From: Don Holbrook [economicdeveloper@gmail.com]  
Sent: Monday, July 30, 2012 4:21 PM  
To: Sen. Richard Bryan  
Cc: Mike Meacher; Dennis Bradley  
Subject: Re: Front Sight Development in Pahrump

Senator

Thank you for your kind words. I look forward to working with you.

Sincerely

Don Holbrook  
Live, Love and Laugh... Veritas vos Liberabit (the truth will set you free)

Chev. Don Allen Holbrook, KTJ, CEcD, FM / Author

Sent from Don Holbrook's iPhone

On Jul 30, 2012, at 4:01 PM, "Sen. Richard Bryan" <rbryan@lionelsawyer.com> wrote:  
Don,

It was good to meet with you and Dennis and Michael from Front Sight. The development they have planned, if the special district legislation is successful, sounds very exciting. This is a project I believe will provide a major benefit to Pahrump and the State of Nevada. Although I'm not familiar with all the details of the proposal for Adventure Springs, I understand this legislation will enable that project to move forward as well.

I am quite impressed with the team that has been assembled to work on this project, including Guy Hobbs and Jeremy Aguero, who are both well known to be consummate professionals, and, of course, the highly respected Governor List. I would be pleased to be a part of this team and look forward to working out an engagement with Front Sight so that I can be part of this exciting project.

As you know, there is much work that needs to be done prior to the legislative session. I apologize that I am unable to be there for the Town Board meeting this week; however, I am scheduled to be leaving the country for a couple of weeks and had filled my schedule prior to being notified of this meeting.

I hope the Town Board accepts your recommendation. Please keep me apprised of the progress of your team.

Best wishes,

Senator Bryan

<image003.jpg>

Richard Bryan            E-Mail            Web Site  
SHAREHOLDER

300 S. 4th Street  
Suite 1700

Las Vegas, NV 89101

Main - 702-383-8888

Fax - 702-383-8845

Direct - 702-383-8916

Mobile - 702-493-5527

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From: Derick Yoro [dyoro@gcwallace.com]  
Sent: Thursday, August 09, 2012 7:39 AM  
To: Matt Luis (mluis@pahrumprnv.org); Bill Kohbarger  
Cc: Josh Johnson; John Brown  
Subject: Petrack Park Electrical Improvements

Matt/Bill,

Since the Contractor, LaHaye Electric, has failed to comply with the requirements of the Contract, we recommend reissuing the project for bid. We will forward a proposal for this effort shortly. Please feel free to call me if you have any questions.

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

G.C. Wallace, Inc  
Engineers/Planners/Surveyors  
1555 S. Rainbow Boulevard  
Las Vegas, Nevada 89146  
(702) 804-2143 - Office  
(702) 809-1617 - Cell  
(702) 804-2299 - Fax

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Any files contained within are to be used for information ONLY. Accuracy and/or design information to be verified from approved original plans. Use of electronic media is at the sole risk of the user.

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. ten (10) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 8/1/2012	<u>DATE OF DESIRED BOARD MEETING</u> 8/14/2012
-----------------------------------------------	---------------------------------------------------

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

**ITEM REQUESTED FOR CONSIDERATION:**

Discussion and Possible Decision to approve Phase I(c) of the Environmental Impact Statement (EIS) for the Proposed Pahrump Valley Airport in the amount of \$667,687.00 in which the Town's contribution is 8% or \$53,414.96.

***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 backup material containing memo from Town Manager"cpf Letter from Mr. Pomeroy, FAA Environmental Protection Specialist.

BACKUP ATTACHED:     YES                       NO

NAME OF PRESENTER(S) OF ITEM:    William A. Kohbarger, Town Manager

**SPONSORED BY:**

William A. Kohbarger, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext. 305  
Telephone Number

**MEMO  
TOWN OF PAHRUMP  
AGENDA ITEM UPDATE  
MEETING DATE: Tuesday, May 10, 2011**

**TO:** Town Board

**FROM:** William A. Kohbarger, Town Manager

**DATE:** Thursday, August 09, 2012

**RE:** **Discussion and Possible Decision** to Approve Phase 1(c) of the Environmental Impact Statement (EIS) for the Proposed Pahrump Valley Airport in the amount of \$667,687.00 in which the Town's contribution is 8% or \$53,414.96. (Action Item)

**1.) Background**

On August 11, 2009 during a regularly scheduled Town Board meeting, the Town Board approved moving forward on the Environmental Impact Statement (EIS) process for the proposed Pahrump Valley Airport.

On July 13, 2010 the Town in-conjunction with the FAA and BLM interviewed three consultants for the EIS process. The following week, the FAA chose Landrum & Brown (L&B) to be the Town EIS Consultants.

During week of September 20, 2010, Town staff and L&B conducted negotiations pertaining to the L&B's Professional Rate Structure and Cost Estimate for Phase 1(a) of the EIS. Once the negotiation was concluded, the Town Manager authored a letter to the FAA. (See attached letter to Doug Pomeroy, FAA along with Rate Structure and Cost Estimates material)

On September 28, 2010 the Town Board approved the L&B rate structure and Cost Estimates for Phase 1(a). Shortly thereafter L&B started on Phase 1(a) of the EIS process.

In March 2011, L&B informed the Town that they had obtained permission from the FAA to proceed with starting negotiations on Cost Estimate for Phase 1(b) since Phase 1(a) was close to completion.

From April 14<sup>th</sup> to 18<sup>th</sup>, 2011, the Town Manager and L&B negotiated the Cost Estimates for Phase 1(b). L&B submitted a \$71,800.00 Cost Estimate for Phase 1(b), while the Town submitted a \$64,843.00 Cost Estimate for Phase 1(b). After much discussion both sides agreed to a Final Cost Estimate for Phase 1(b) of \$65,980.00.

On April 18, 2011 the Town sent the negotiated Final Cost Estimate for Phase 1(b) to the FAA for Approval. The Town finally received the notice to proceed from the FAA (see attached letter from Dr. Novak) advising that they approved the negotiated Final Cost Estimate for Phase 1(b) even though they (the FAA) thought the Cost Estimate was reasonable but on the high side.

**MEMO  
TOWN OF PAHRUMP  
AGENDA ITEM UPDATE  
MEETING DATE: Tuesday, May 10, 2011**

On May 10, 2011, the Town Board approved the L&B rate structure and Cost Estimates for Phase 1(b). Shortly thereafter L&B started on Phase 1(b) of the EIS process.

In April 2012, L&B informed the Town that they had obtained permission from the FAA to proceed with starting negotiations on Cost Estimate for Phase 1(c) since Phase 1(b) was close to completion.

From May 14<sup>th</sup> to 18th, 2012, the Town Manager and L&B negotiated the Cost Estimates for Phase 1(c). L&B submitted a \$667,687.00 Cost Estimate for Phase 1(c), while the Town submitted a \$612,903.00 Cost Estimate for Phase 1(c).

On May 18, 2012 the Town sent the negotiated Final Cost Estimate for Phase 1(c) to the FAA for Approval. The FAA requested additional material which was sent on June 12, 2012. The Town received the notice to proceed from the FAA (see attached letter from Mr. Pomeroy) advising that they approved the negotiated Final Cost Estimate for Phase 1(c).

## **2.) Fiscal Impact**

The fiscal impact to the Town of Pahrump of this commitment is 8% of the total cost. Phase 1(c) total cost is projected at \$667,687.00. The Town's share equates to \$53,414.96. (Total costs \$667,687.00 x .08% Town's Share = \$53,414.96). The funds for this expenditure have been budgeted from the Town's Economic Development Room Tax fund. 8% or \$53,414.96.

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

The Town Manager respectfully recommends that the Town Board **approve the payment of the Negotiated Estimated Costs of Phase 1(c) of the EIS in the amount of \$667,687.00 in which the Town's contribution is 8% or \$53,414.96.00** for the following reason(s):

1. The EIS process was approved by a previous Town Board.
2. L&B have almost completed Phase 1(b).
3. Not approving Phase 1(c) would stop the entire project thus halting a project the Town has been working on for over ten years.
4. The Town has an FAA grant covering 92% of the cost.

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



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Western-Pacific Region  
Airports Division

San Francisco Airports District Office  
1000 Marina Boulevard, Suite 220  
Brisbane, CA 94005

August 1, 2012

Mr. William A. Kohbarger  
Pahrump Town Manager  
400 North Highway 160  
Pahrump, Nevada 89060

Subject: Town of Pahrump Record of Consultant Negotiations for Phase 1(c) Scope of Work, Environmental Impact Statement for the Proposed New Pahrump Valley General Aviation Airport, Town of Pahrump, Nye County, Nevada

Dear Mr. Kohbarger:

The Federal Aviation Administration (FAA) has reviewed your Record of Negotiations with Environmental Impact Statement (EIS) consultant Landrum and Brown for EIS consultant scope of work Phase 1(c) for the proposed Pahrump Valley General Aviation Airport. Your Record of Negotiations provides sufficient documentation that the EIS consultant professional services rate structure and the negotiated fee of \$667,687 for the EIS consultant contract for the FAA-approved EIS Phase 1(c) scope of work are fair and reasonable.

The Town of Pahrump may proceed to enter into a consultant contract with Landrum and Brown for the negotiated fee to complete Phase 1(c) of the EIS with the indication that the Town of Pahrump and the FAA anticipate that Landrum and Brown will not actually be able to proceed with work on Phase 1(c) of the EIS scope of work until the FAA and the Bureau of Land Management (BLM) complete a Memorandum of Understanding (MOU) for completion of the EIS.

The BLM has previously advised the FAA that they will not enter into an EIS MOU with the FAA until the Town of Pahrump has established an EIS cost recovery account with the BLM to pay for BLM labor to participate in preparation of the EIS. The FAA looks forward to the Town of Pahrump establishing the EIS cost recovery account with the BLM so that work on the EIS can proceed.

Please submit one fully executed (i.e. signed by both parties) copy of the EIS consultant contract between the Town of Pahrump and Landrum and Brown to me for inclusion in the FAA grant file for this work. I may be contacted at 650-827-7612 if you have any questions regarding this letter.

Sincerely,

*original signed by*

Douglas R. Pomeroy  
Environmental Protection Specialist

**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the Bob Ruud Community Center.

<u>DATE AGENDA ITEM SUBMITTED</u> 8/1/2012	<u>DATE OF DESIRED BOARD MEETING</u> 8/14/2012
-----------------------------------------------	---------------------------------------------------

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

**ITEM REQUESTED FOR CONSIDERATION:**

Discussion and Possible Decision on Creating PTO #65, An Ordinance to formalize Policy in Favor of the Public’s Right to Vote for or Against any Effort to Incorporate the Unincorporated Town of Pahrump and Other Matters Properly Related Thereto.

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

**BRIEF SUMMARY OF ITEM:**

See attached PTO #65.

This Ordinance was requested by the Town Board at a previous Town Board meeting.

BACKUP ATTACHED:     YES                   NO

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

**SPONSORED BY:**

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

<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107</u> Telephone Number
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## **PAHRUMP TOWN ORDINANCE NO. 65**

**ORDINANCE TO FORMALIZE POLICY IN FAVOR OF THE PUBLIC'S RIGHT TO VOTE FOR OR AGAINST ANY EFFORT TO INCORPORATE THE UNINCORPORATED TOWN OF PAHRUMP AND OTHER MATTERS PROPERLY RELATED THERETO.**

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

WHEREAS, the Town Board of the Town of Pahrump has established a policy on the public's right to vote on the issue of incorporation; and

WHEREAS, the Town of Pahrump desires to make its existing policy on the public's right to vote on the issue of incorporation an ordinance.

NOW, THEREFORE, the Town Board of the unincorporated Town of Pahrump, Nye County, Nevada, does hereby ordain as follows:

### **Section 1. Official Policy of the Town of Pahrump**

It is the official position of the Town Board of the Town of Pahrump that the registered voters of the Town of Pahrump should have the right to vote aye or nay before any effort to incorporate the Town of Pahrump takes effect.

### **Section 2. Severability**

If any section, sentence, clause, or phrase of this Ordinance is held invalid or unconstitutional by any court of competent jurisdiction, it shall in no way affect the validity of any remaining portions of this Ordinance.

### **Section 3. Effective Date**

This Ordinance shall be in full force and effect from and after its passage, adoption, and second publication in a newspaper printed and published within the Town of Pahrump, County of Nye, State of Nevada.



**AGENDA ITEM REQUEST**

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
7/25/2012      8/14/2012

CIRCLE ONE:    Action Item      Non-Action Item      Presentation

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

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

BRIEF SUMMARY OF ITEM:

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

BACKUP ATTACHED:     YES       NO

NAME OF PRESENTER(S) OF ITEM:    Town Staff

SPONSORED BY:

William A. Kohbarger, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext. 305  
Telephone Number

**AGENDA ITEM REQUEST**

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DATE AGENDA ITEM SUBMITTED      DATE OF DESIRED BOARD MEETING  
7/25/2012      08/14/12

CIRCLE ONE:    Action Item      Non-Action Item      Presentation

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

*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:

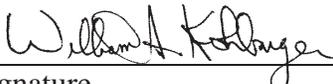
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BACKUP ATTACHED:     YES       NO

NAME OF PRESENTER(S) OF ITEM:    Town Staff

SPONSORED BY:

William A. Kohbarger, Town Manager  
Print Name

  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107 ext. 305  
Telephone Number





## AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 7:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED  
7/25/2012

DATE OF DESIRED BOARD MEETING  
8/14/2012

CIRCLE ONE: Action Item      Non-Action Item      Presentation

ITEM REQUESTED FOR CONSIDERATION:  
Adjournment

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

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

BACKUP ATTACHED:       YES       NO

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

SPONSORED BY:

Pahrump Town Board  
Print Name

*Pahrump Town Board*  
Signature

400 N. Hwy 160  
Mailing Address

(775) 727-5107  
Telephone Number