



ENGINEERING • SURVEYING • RESOURCES & ENVIRONMENTAL SERVICES

RESOURCE CONCEPTS, INC.

February 22, 2011

Mr. John Stephans, Chairman,
and Members of the Minden Town Board
Town of Minden
1604 Esmeralda Avenue; Suite 101
Minden, Nevada 89423

Subject: *Activities During the Month of February 2011*
 RCI Project No. 11-003.1

Dear Chairman Stephans and Members of the Town Board:

February continued to be an active month, particularly in water matters. The initial waterline from Orchard Road to the water tank has been completed. The water tank itself is nearly done with minor electrical, painting and fencing items to be finished up. Construction is well under way on the pipeline connection between the Buckeye Booster Pump Station and Heybourne Road. We are out to bid for materials on the waterline connection on Buckeye Road from the Booster Pump Station to Orchard Road. We anticipate going to bid for the installation of that pipeline in March.

Design work has nearly been completed for the Booster Pump Station and the site work for the maintenance facility. We have had major difficulties with FEMA, their evaluation procedures, the flood plain modeling they require, and the impracticality of trying to work out things on the ground when they and their representatives are anywhere from 500 to 2500 miles away. Even though Michael Baker, Jr., the FEMA sub-contractor has an office in Reno, we were informed that personnel in that office do not have the budget or the qualifications to come to the site or meet with us so that we could resolve questions and differences. After reanalyzing the floodplain using the flood plain analysis program recommended by FEMA, we were informed by FEMA that the 2009 version, which we used, has not been approved and that we must use the 2007 version of the same program.

These issues are being worked out and in the meantime the County has consented to providing a grading permit so we can at least proceed with site work. None of the various model runs or analyses which we have done indicated any issue with regard to flooding.

2010-2-22 ltr STEPHANS ltr TOM 11-003-1 BRSch 2-24 doc

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It's just getting FEMA to sign off. This is the same FEMA Organization that took 14 months to respond to a letter from Nevada's Congressional Delegation on behalf of Douglas County related to floodplain mapping in the Valley.

Work is ongoing with the Carson Valley Inn on their proposed lot line adjustment to acquire a piece of the Seeman property. A lot line adjustment is on the agenda for Board consideration. We are also working with the Carson Valley Inn on the possible realignment of 8th Street and creation of a parking area where the Itildo Building is today. That item will be a formal agenda item in March.

During the month, we had the water systems workshop, which I felt went very well. I really appreciated the Board's interest and questions concerning water matters. We are always glad to answer questions and provide history so that some of the background and basis for decisions going forward will be a little more clear. We are always ready and pleased to answer questions on any matter which you feel would be helpful as you get your feet on the ground related to Town matters.

On the legal front, filings on the Pyramid Lake lawsuit were made by attorneys for the Town, the State Engineer's Office, and the Tribe related to the ongoing proceedings. George or I would be happy to discuss those further if you have questions at the meeting.

I would be happy to answer questions or review any of these matters with you further on request. Please feel free to give me a call.

Sincerely,



Bruce R. Scott, P. E.
Town Engineer

BRS:cb

cc: *George Keele, Esq.*

*March 2, 2011
Public Works Report*

PROJECT UPDATES

East Valley Water Tank: Not much has changed since last month due to the weather. They started installing the fence post, the electrical conduit has been installed, but both of these projects have not been completed.

The Buckeye Pipeline project has also stopped due to the weather.

Well #3 Upgrade: we received our permit and will start construction on the generator slab as soon as the weather warms up. We are waiting to hear from NV Energy on our application to replace the existing transformer. This is an important milestone that will initiate the start of the work to complete this project. I do not want to take the well out of service any longer than is necessary.

Heybourne Booster Station: We continue to work with Douglas County and their engineers on the design of this project.

- Replace stop sign at Bella Rosa & Peralta

Vehicle Maintenance

- 2003 Tymco Sweeper- replace hydraulic line for rear door cylinder, replace right side gutter broom lift cylinder, perform routine service
- 1998 Volvo Trash Truck – replace headlamp and replace drivers side seat belt
- 2002 Chevy ½ Ton Pickup – routine service
- 2004 Ford F-550 – routine service
- 2008 Toyota Forklift – replace bad battery

**Hours worked by the Public Works Department 1-24-2011 through 2-20-2011
 1625 hrs**

DEPARTMENT	DECEMBER 2010		JANUARY 2011		FEBRUARY 2011	
TRASH	361	20%	423	19%	331.	20%
WATER	256.5	14%	249	11%	364.7	22%
PARKS	244.5	13%	155	7%	153.5	9%
CVIC	91.5	5%	232	10%	84.25	5%
STREETS	146	8%	190.5	9%	214.5	13%
VEHICLE MAINT.	81.5	4%	168	8%	95	6%
OTHER	340	18%	408.5	18%	268.5	17%
TIME OFF	331	18%	384	17%	113.5	7%
OVERTIME	32		72		11	
COMP TIME EARNED	12		34		9	
COMP TIME USED	8		0		6	

2009/2010 COMPARISON

DEPARTMENT	DECEMBER 2009		JANUARY 2010		FEBRUARY 2010	
TRASH	431.5	20%	331	20%	325	205
WATER	193.5	9%	263	16%	436	27%
PARKS	128	6%	38	2%	43	3%
CVIC	263.5	12%	253.5	15%	241.5	15%
STREETS	367.5	17%	135	8%	84	5%
VEHICLE MAINT.	183.5	8%	191.5	12%	94.5	6%
OTHER	269	12%	169	10%	177.5	11%
TIME OFF	336	15%	263	16%	231	14%
OVERTIME	40.5		8		26.5	
COMP TIME EARNED	56.5		34		6	
COMP TIME USED	75		30		26	

CVIC REPORT 2010-2011

MONTH	UTILITIES	MAINT.	CUSTODIAN SALARIES	TOTAL EXPENSES	REVENUE	BALANCE
Jul	\$ 740.86	\$ 971.82	\$ 1,294.36	\$ 3,007.04	\$ 2,380.00	\$ (627.04)
Aug	\$ 778.21	\$ 1,052.76	\$ 1,287.83	\$ 3,118.80	\$ 3,117.50	\$ (628.34)
Sept	\$ 957.05	\$ 1,001.04	\$ 1,218.16	\$ 3,176.25	\$ 2,682.00	\$ (1,122.59)
Oct	\$ 745.99	\$ 292.94	\$ 1,472.06	\$ 2,510.99	\$ 1,150.00	\$ (2,483.58)
Nov	\$ 778.51	\$ 781.87	\$ 1,565.18	\$ 3,125.56	\$ 2,325.50	\$ (3,283.64)
Dec	\$ 940.77	\$ 1,156.71	\$ 1,558.74	\$ 3,656.22	\$ 2,410.00*	\$ (4,529.86)
Jan	\$ 1,211.15	\$ 280.28	\$ 1,200.04	\$ 2,691.47	\$ 4,297.75	\$ (2,923.58)
Feb	\$ 993.12	\$ 1,095.94	\$ 1,015.00	\$ 3,104.06	\$ 2,781.50	\$ (3,246.14)
March	\$ -	\$ -				
April	\$ -	\$ -				
May	\$ -	\$ -				
June	\$ -	\$ -				

NOTE: Utilities reflect costs for main hall use, Town office, and offices leased.

NOTE: Revenue reflects income from both main hall use and offices leased.

SWG THRU	2/14/11
NVE THRU	1/15/11
RENT THRU	2/24/11

* December's Revenue includes \$1,250 donation from RCI towards Carson Valley Pops Concerts

*** Report indicates only custodian wages; administrative and other maintenance staff time is not reflected.**