

*May 4, 1
Public Works Report*

PROJECT UPDATES

East Valley Water Tank: The only thing left pending is the painting of the water tank. I spoke to Chris Brown, NATGUN's project manager, who said that their schedule is to return in June and paint the tank.

Buckeye pipeline: The final phase between the booster station and Orchard Rd. is almost complete. I expect that everything will be completed within three weeks. The intersection of Heybourne and Buckeye took longer than expected due to a number of things—the depth of 15', ground water, and conflicts with several other utilities to name a few. We are presently conducting testing and sampling of the new water main.

Well #3 upgrade: I met with the power company and I am waiting to receive the contract, which I have to sign and return with payment. Then they will issue a work order to remove the existing transformer and we can begin our work. NV Energy is requiring the relocation of the existing transformer from the rear of the property to the front of the property.

Buckeye Maintenance Facility: As all of you know, Q & D is working on the site work. They should be completed with the installation of all of the underground infrastructure and site grading by the end of May. We are all hoping that we will receive approval from FEMA soon, so that work on the rest of the project can proceed without further delay.

- o Park Equipment – service aerators

**Hours worked by the Public Works Department 3-28-2011 through 4-24-20-2011
 1244 Hours**

DEPARTMENT	FEBRUARY 2011		MARCH 2011		APRIL 2011	
TRASH	331.	20%	410	20%	248	20%
WATER – Retail	364.7	22%	237	12%	24	2%
WATER – Pumping	NR*	NR*	105	5%	18.5	1%
WATER – Wholesale	NR*	NR*	24.5	1%	138.5	11%
PARKS	153.5	9%	NR*	NR*	NR*	NR*
BUILDINGS	NR*	NR*	79	4%	26	2%
GROUNDS	NR*	NR*	98.5	5%	268	22%
CVIC	84.25	5%	186	9%	50.5	4%
STREETS	214.5	13%	118	6%	90.5	7%
VEHICLE MAINT.	95	6%	122.5	6%	122.5	6%
OTHER / PROJECTS	268.5	17%	NR*	NR*	128	10%
EVENTS	NR*	NR*	3	<1%	5	<1%
ADMIN	NR*	NR*	238.5	12%	124.5	10%
TIME OFF	113.5	7%	330	16%	80.5	6%
OVERTIME	11		18		14	SEE NOTE
COMP TIME EARNED	9		11.5		4	SEE NOTE
COMP TIME USED**	6		56.5			

*NR = Not Reported. Starting in March 2011, there has been additional classifications added to the reporting format.
 **Included in time off figure.

2010 COMPARISON

DEPARTMENT	FEBRUARY 2010		MARCH 2010		APRIL 2011	
TRASH	325	20%	408.5	20%		
WATER	436	27%	386	19%		
PARKS	43	3%	247	12%		
CVIC	241.5	15%	127.5	6%		
STREETS	84	5%	241.5	12%		
VEHICLE MAINT.	94.5	6%	102	5%		
OTHER	177.5	11%	362	17%		
TIME OFF	231	14%	192	9%		
OVERTIME	26.5		48.5			
COMP TIME EARNED	6		20.5			
COMP TIME USED	26		8			

NOTES ON OVERTIME / COMP TIME EARNED FOR MONTH OF APRIL:

- o 12 hours of routine overtime for checking the wells on the weekend, 2 hours of call-back overtime for responding to a customer pressure problem.
- o 4 hours of routine comp earned for checking wells on the weekend.

Cvic Hall Report

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	\$ 925.16	\$ 874.11	\$ 1,316.94	\$ 3,116.21	\$ 5,443.50	\$ (918.85)
April	\$ 803.46	\$ 490.20	\$ 1,791.76	\$ 3,085.42	\$ 1,132.50	\$ (2,871.77)
May	\$ -	\$ -				
June	\$ -	\$ -				

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

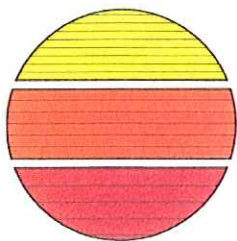
NOTE: Revenue reflects income from both main hall use and offices leased.

SWG THRU	4/14/11
NVE THRU	3/16/11
RENT THRU	4/27/11

* 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.

Engineer's Report



ENGINEERING • SURVEYING • RESOURCES & ENVIRONMENTAL SERVICES

RESOURCE CONCEPTS, INC.

April 26, 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 April 2011*
 RCI Project No. 11-003.1

Dear Chairman Stephans and Members of the Town Board:

It was great to have the ground breaking for the Minden Maintenance Facilities last week. That project has been in planning and preparation for a long time. As John Stephans said at the ground breaking, it represents the culmination of a major effort by many people over several years. To me, it represents the way Minden has operated successfully by establishing goals and working towards them over a period of time. I thought it was interesting that the recent Record Courier article regarding Douglas County roads specifically mentioned Minden and the roadway budget, where we have invested over many years to maintain our Town's streets in a good, safe condition. Careful, steady progress has worked well for Minden, and I can't help but wonder if that approach might not be a good idea for other levels of government.

Our water system projects continue to move forward with good progress on the Pipelines in either direction from the Buckeye Booster Station to Heybourne and to Orchard Road. The Heybourne Road to Buckeye Booster Station Pipeline is nearing completion after having the intersection of Heybourne and Buckeye Road torn up for the last couple of weeks. This is the major intersection of transmission mains, including the 24" line going north to the Airport, the existing 16" main running east on Buckeye Road and our new 30" main picking up at that point feeding back into Town from the water tank.

The water tank itself should be painted in the near future, as soon as the nighttime weather warms up so the paint can properly dry. We also have some clean up work on Amber Way to bring that roadway back to better than pre-construction condition. It was not especially good when we started, but we want to improve it as part of completing that project. It is important that the residents in that area see an overall benefit from our efforts, not only

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Mr. John Stephans, Chairman,
April 26, 2011
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with the roadway improvements, but also with the fire protection and the other benefits of our new facilities in their neighborhood.

We are working with Bently Agrowdynamics on the proposed agreement with Mr. Bently for the purchase of the Booster Pump Station property on Pole Line Ditch, as approved at the April Board meeting. The final appraisal was delivered during the month and the purchase is going forward with Mr. Bently's legal counsel drafting an agreement.

The Carson Valley Inn is moving quickly with their entrance, parking lot, and landscaping improvements. The goal for finishing is late May and the improvements are taking shape already.

On the water rights litigation, activities have been of a procedural nature. The attorneys are still awaiting judicial determination on motions to throw out the case completely or remand the case back to the State Engineer for more hearings. George may have some updated information or more detail if you have questions at the meeting.

The 2011 Street Sealing Project is proposed to be completed with 2011 / 2012 funds. We are anticipating that this will go to bid fairly soon with the award by the Town Board either in June, subject to commencement in July or delaying the award until the July meeting. The basic focus of the Street Sealing Project this year will be in the Westwood area.

We are still awaiting response from NDOT regarding our request for additional funding for the County Road drainage, sidewalk, and landscaping improvements. We are not overly optimistic, but it is a continuing enhancement project that may find funding depending on how NDOT fares with their larger projects and other funding priorities. The monthly summary of water system improvements and our budget status will be pulled together as soon as we have completed the contractor pay requests with the current Town Board payment cycle. I am hopeful that these will be in your packet when you get it.

Please feel free to let me know if you have questions or would like to discuss any of these matters further. I would be happy to do so at your convenience.

Sincerely,



Bruce R. Scott, P. E.
Town Engineer

BRS:cb

cc: *George Keele, Esq.*



April 27, 2011

TO: Minden Town Board
FROM: Roger P. Van Alyne, P.E.
Town Manager
SUBJECT: Manager's Report, May 2011

The Manager's Report includes a report on the Manager's activities, progress on or status of projects or tasks assigned to the Manager, and general information of interest to the Board. The Manager's Report will not address items that are on the agenda.

1. Long term projects/tasks:

a. Business Climate Survey. I've noted a couple business closures and some changes in some businesses direction.

b. Economic Development. I am investigating status of possible new owner for Gateway Center. Suggestion for using the Douglas County Economic Development grant funding – hire a consultant to update the Minden Plan for Prosperity!

c. New Board member workshops. The next workshop will be a 'mission, vision, values, core competencies' workshop, targeted for June. I'm looking for target timeframes - afternoon, evening, or weekend.

We would like to schedule the water system tour (postponed from the December 2010 workshop) for mid-May. I'm looking for target timeframes – afternoon, evening, or weekend.

d. Organizational Profile. See above.

e. North Valleys Waterline. Carson City is still on target for February 2013 water delivery. Douglas County and Indian Hills GID should be ready in the fall. We continue to coordinate the design of booster facilities for all entities.

f. Martin Slough Ditch Trail project. Nothing new to report.

g. Banner poles: Staff continues to review possible locations for the banner poles and will make a presentation to the Board at a future Board meeting.

h. Underground power and decorative lights along US 395: Greg is working with NV Energy engineering staff to develop this project. This will shift to the Public Works report.

2. Short term projects/tasks:

a. Christmas Event Planning: No new progress to report.

b. NDOT paving project on US 395: NDOT opened bids for Contract 3446 on April 21, 2011. The apparent low bidder is Tichert Construction from California, \$12,913,116.86. Second low bidder is Q&D with a bid of approximately \$13,039,000. This will be two season project, with the Minden section likely in 2013. The schedule will impact the improvements for the new entrance to Carson Valley Inn.

c. Minden Gateway Park: The Board did not approve matching funds for this project.

d. Minden Film Festival: No new progress to report. We need to lock in dates.

e. CVIC Centennial: We are generating lots of ideas for the monthly activities.

3. Items of interest to the Board:

a. Cruise nights: I have enlisted the aid and support of the Chamber of Commerce.

b. Promoting Minden: Suggested slogans:

"Minden – A Unique Place with Unique People" – Dave Sheets

"Minden – Try it, you'll love it!" – Bev Giannopoulos

"Make Minden your favorite friendly valley hometown" – Bev G

"Minden, come to visit, you won't leave" – Bev G

"Minden – hometown atmosphere near Tahoe and Reno" – Bev G

"Minden – favorite in the beautiful Carson Valley" – Bev G

"Come for a visit, you'll stay – Minden" – Bev G

"Minden – Welcome Home" – Bill Souligny