



NOTICE OF REGULAR MEETING
TUESDAY, JUNE 1, 2021, 6:00 P.M.,
BOARD ROOM, MGSD TREATMENT PLANT,
1790 HWY. 395, MINDEN, NV

AGENDA

1. CALL TO ORDER

2. Public Comment -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

3. Chairman's Comment – Discussion Only, Not For Possible Action

- Discussion includes comments and status of projects not covered under an agenda item
NOTE: No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

4. Claims Review and Approval – For Possible Action

Review and Approval of Bills Paid and Claims Received for May 2021

5. Minutes Approval – For Possible Action

Approval of Minutes from the May 4, 2021 Special Board Meeting and the May 18, 2021 Regular Board Meeting

6. Ashland Park LLC – For Possible Action

Public Hearing for Annexation of 13.72 acres located at 1424 Toler Ln. in Gardnerville (portion of APN 1320-34-002-001)

7. Pine View Estates Homeowners Association – For Possible Action

Public Hearing for Contract of Service of the Pine View Estates Subdivision located south of Gardnerville including terms of service, requirements, and proposed agreement to provide sewer service

8. Warren Reed Insurance -- For Possible Action

MGSD Plant Insurance Package through Nevada Public Agency Insurance Pool for FY 2021-2022

9. MGSD Belt Filter Press Addition Project – For Possible Action

Discussion and possible action regarding amendment to HDR service contract during construction

10. MGSD Rate Study – For Possible Action

Presentation of Rate Study preliminary findings by Hansford Economic Consulting

11. HDR Engineering - MGSD Master Plan for Plant Improvements -- For Possible Action

Discussion regarding update to MGSD's current Master Plan document for plant improvements, dated June 8, 2012

12. Attorney-Client Conference – For Possible Action

Status Report of Ongoing Matters and Requests from MGSD Staff and Board of Trustees

Note: The Board of Trustees reserves the right to interrupt the open meeting during this time and adjourn to a closed session for the purpose of having an attorney-client discussion regarding potential or existing litigation, pursuant to NRS 241.015(3)(b)(2). No action will be taken on an item discussed during a closed session.

13. Engineer's Report – For Possible Action

- Action Items may include matters needing immediate attention or resolution related to line rehabilitation, line cleaning, and progress of various projects.

14. District Manager's Report – For Possible Action

- Discussion includes monthly report of activities, personnel matters, and progress of various projects.
- Action Items may include matters needing immediate attention or resolution related to plant repairs, sewer line repairs, and any other matter of impact to public health and safety.

15. Administrative Report by Staff – For Possible Action

- Action Items may include correspondence requiring immediate action or response by the Board.

16. Board Comment – Discussion Only, Not For Possible Action

- Discussion may include comments and status of projects not covered under a prior agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

17. Public Comment -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)



18. ADJOURNMENT

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- The MGSD Board reserves the right to hear any agenda item out of order, to combine two or more agenda items for consideration, and remove an item from the agenda or delay a discussion relating to any item on the agenda.
 - Copies of supporting material are available online at www.mgsdistrict.org or can be requested from the Minden-Gardnerville Sanitation District Office located at 1790 Hwy. 395, Minden, NV 89423, by calling April Burchett at (775) 782-3546, or by email at mgsdstaff@gmail.com or at aburchett@mgsdistrict.org
 - Any agenda item represented by an attorney must give written notice to the Minden-Gardnerville Sanitation District at least fifteen days prior to the meeting.
 - All persons attending the meeting are required to sign the guest register. All meetings are recorded pursuant to NRS 241.035.
 - NOTICE TO PERSONS WITH DISABILITIES: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the MGSD office at (775) 782-3546 in advance of the meeting, so that arrangements may be conveniently made.
 - This meeting notice is posted at the following locations: the Minden-Gardnerville Sanitation District; Douglas County Historic Courthouse Building; Gardnerville Post Office; Minden Post Office; and at <https://notice.nv.gov>
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PLEASE DO NOT REMOVE UNTIL: 6/2/21



FY2020-2021 Capital Expenses Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Actual Spent %	Remaining Budget %
16200-010	Mosquito Abatement	\$ -	\$ 20,000.00	\$ 20,000.00	0.00%	100.00%
16300-020	Digester Repair	\$ 830,621.12	\$ 700,000.00	\$ (130,621.12)	118.66%	-18.66%
16300-030	Belt Press Addition	\$ 140,976.47	\$ 1,800,000.00	\$ 1,659,023.53	7.83%	92.17%
16400-010	Collection System Rehab	\$ 15,406.25	\$ 350,000.00	\$ 334,593.75	4.40%	95.60%
16500-010	Misc. Equipment	\$ 90,975.75	\$ 200,000.00	\$ 109,024.25	45.49%	54.51%
16600-030	Truck	\$ -	\$ 45,000.00	\$ 45,000.00	0.00%	100.00%
22500	ARRA Reimbursement	\$ 77,166.63	\$ 77,167.00	\$ 0.37	100.00%	0.00%
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TOTAL		\$ 1,155,146.22	\$ 3,192,167.00	\$ 2,037,020.78	36.19%	63.81%

FY2020-2021 Operations Expenses Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Budget Spent %	Remaining Budget %
PLANT EXPENSES						
50300	Safety	\$ 9,783.28	\$ 15,000.00	\$ 5,216.72	65.22%	34.78%
50400	Plant Supplies	\$ 82,555.61	\$ 70,000.00	\$ (12,555.61)	117.94%	-17.94%
50500	Utilities	\$ 119,674.90	\$ 130,000.00	\$ 10,325.10	92.06%	7.94%
50600	Repairs/Maintenance	\$ 147,820.22	\$ 270,000.00	\$ 122,179.78	54.75%	45.25%
50700	Other Plant Expenses	\$ 5,246.34	\$ 9,000.00	\$ 3,753.66	58.29%	41.71%
50800	Sludge Removal	\$ 17,995.46	\$ 20,000.00	\$ 2,004.54	89.98%	10.02%
50900	Education	\$ 2,351.92	\$ 5,000.00	\$ 2,648.08	47.04%	52.96%
COLLECTION EXPENSES						
51300	Collection Supplies	\$ 3,162.83	\$ 4,000.00	\$ 837.17	79.07%	20.93%
51400	Cleaning/TV/Repair	\$ 9,900.85	\$ 30,000.00	\$ 20,099.15	33.00%	67.00%

FY2020-2021 Operations Expenses Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Budget Spent %	Remaining Budget %
51500	Fuels	\$ 6,101.05	\$ 12,500.00	\$ 6,398.95	48.81%	51.19%
51700	Other Collection Expense	\$ 493.78	\$ 1,000.00	\$ 506.22	49.38%	50.62%
LAB EXPENSES						
52300	Lab Supplies	\$ 10,294.55	\$ 4,000.00	\$ (6,294.55)	257.36%	-157.36%
52400	Testing	\$ 9,743.13	\$ 10,500.00	\$ 756.87	92.79%	7.21%
52500	Permitting	\$ 1,600.00	\$ 1,800.00	\$ 200.00	88.89%	11.11%
52600	Repairs/Maintenance	\$ 8,754.09	\$ 15,000.00	\$ 6,245.91	58.36%	41.64%
52700	Other Lab Expense	\$ -	\$ 500.00	\$ 500.00	0.00%	100.00%
52800	Pretreatment Testing	\$ -	\$ 5,000.00	\$ 5,000.00	0.00%	100.00%
RESERVOIR / EFFLUENT EXPENSES						
55100	Repairs/Maintenance	\$ 31,183.81	\$ 65,000.00	\$ 33,816.19	47.98%	52.02%
55300	Utilities	\$ 23,499.15	\$ 30,000.00	\$ 6,500.85	78.33%	21.67%

FY2020-2021 Operations Expenses Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Budget Spent %	Remaining Budget %
GENERAL & ADMINISTRATIVE EXPENSES						
64300	Office Supplies	\$ 8,062.88	\$ 10,500.00	\$ 2,437.12	76.79%	23.21%
64350	Bank Charges	\$ 10,049.03	\$ 9,000.00	\$ (1,049.03)	111.66%	-11.66%
64400	Telephone	\$ 13,179.85	\$ 12,500.00	\$ (679.85)	105.44%	-5.44%
64500	Postage	\$ 7,156.73	\$ 8,500.00	\$ 1,343.27	84.20%	15.80%
64600	Advertising/Publication	\$ 1,684.50	\$ 2,000.00	\$ 315.50	84.23%	15.78%
64700	Travel & Per Diem	\$ -	\$ 6,000.00	\$ 6,000.00	0.00%	100.00%
64800	Bad Debts	\$ 276.73	\$ 400.00	\$ 123.27	69.18%	30.82%
64900	A/R Collection Expense	\$ -	\$ 1,500.00	\$ 1,500.00	0.00%	100.00%
65000	Insurance/Bonding	\$ 78,293.46	\$ 108,500.00	\$ 30,206.54	72.16%	27.84%

FY2020-2021 Operations Expenses Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Budget Spent %	Remaining Budget %
65100	Other Admin Expense	\$ 2,212.37	\$ 5,000.00	\$ 2,787.63	44.25%	55.75%
65200	Filing Fees/Permits	\$ 6,364.78	\$ 15,000.00	\$ 8,635.22	42.43%	57.57%
65300	Office Equipment	\$ 21,155.07	\$ 25,000.00	\$ 3,844.93	84.62%	15.38%
PROFESSIONAL FEES						
71100	Legal	\$ 15,150.00	\$ 50,000.00	\$ 34,850.00	30.30%	69.70%
71200	Engineering	\$ 40,471.85	\$ 50,000.00	\$ 9,528.15	80.94%	19.06%
71300	Accounting/Audit	\$ 92,116.62	\$ 20,000.00	\$ (72,116.62)	460.58%	-360.58%
71400	Lobbying Services	\$ -	\$ -			
TOTAL						
		\$ 786,334.84	\$ 1,022,200.00	\$ 235,865.16	76.93%	23.07%

FY2020-2021 Payroll Actual versus Budget YTD

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Account Number	Account Title	YTD Actual	YTD Budget	Remaining Budget \$	Budget Spent %	Remaining Budget %
Salaries		\$ 793,308.32	\$ 870,475.00	\$ 77,166.68	91.14%	8.86%
Benefits		\$ 219,712.33	\$ 287,682.00	\$ 67,969.67	76.37%	23.63%
Medical		\$ 177,098.08	\$ 192,600.00	\$ 15,501.92	91.95%	8.05%
TOTAL		\$ 1,190,118.73	\$ 1,350,757.00	\$ 160,638.27	88.11%	11.89%



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CLAIM SUMMARY FOR MONTH OF MAY 2021

CLAIMS PAID 5/1/21 - 5/31/21			
Claims:			G/L Number
1 AAA Business Supplies & Interiors	\$366.24	Office Supplies	64300
2 Ace Hardware	\$13.97	Repairs & Maintenance	50600
3 Ahern Rentals	\$98.64	Equipment Repair & Maintenance	50600
4 American Equipment. llc	\$902.20	Annual Crane Inspection	50300
5 AT&T Mobility	\$646.06	Employee cell phones	64400
6 Bently Ranch	\$1,365.84	Biosolids Disposal	50800
7 Bing Materials	\$469.62	Flare Project	16500-010
8 Blackburn Mfg. Co.	\$126.84	Marking Paint for Collections	51300
9 Charter Communications	\$144.98	Internet Service	64400
10 Cleaver-Brooks Inc.	\$72,206.57	Boiler #1 Replacement	16500-010
11 First Choice Coffee Services	\$107.05	Water Cooler Rental; Coffee Supply	50400
12 Flyers Energy	\$711.65	Vehicle Fuels	51500
13 Frontier	\$105.80	Power Cogen Monitoring Line	64400
14 Grainger	\$182.26	Repairs & Maintenance	50600
15 Hansford Economic Consulting	\$1,260.00	Rate Study	71300
16 HDR Engineering, Inc	\$20,000.00	Belt Filter Press Addition	16300-030
17 JL Cleaning	\$360.00	Cleaning Services	50600
18 KG Walters	\$31,832.15	Digester 2 Lid Replacement (Retainage: \$21269.15)	16300-020
19 Maintenance Connection	\$58.75	Maintenance Program Training	50900
20 Nevada Division of Environmental Protection	\$1,600.00	Lab Certification	52500
21 Nevada News Group	\$1,216.00	Budget Hearing	64600
22 NV Energy	\$9,192.13	Plant = \$9192.86 ; PS3&4 = \$125.27 2019: Plant = \$8572.55; PS3&4 = \$114.61	50500 / 55300
23 Parkson Corp.	\$1,183.39	Bar Screen Repair-Maint	50600
24 Praxair Distribution, Inc.	\$46.00	Equipment Repair	50600
25 Presidential Window Cleaning	\$895.00	Admin. Bldg. Window cleaning	50600
26 Red Wing Shoe Store	\$213.04	Boots for CA. Marshall	50700
27 Resource Concepts, Inc.	\$1,807.50	Pass-Through = \$97.50	71200
28 Resource Concepts, Inc.	\$81.25	Effluent Mgmt	55100
29 Resource Concepts, Inc.	\$1,616.25	Sewer Rehab	16400
30 Resource Concepts, Inc.	\$1,283.60	Digester Lid Repair	16300-020
31 Resource Concepts, Inc.	\$4,689.15	Belt Press Project	16300-030
32 SDP Energy	\$2,500.00	Cogen Preventive Maint	50600
33 Sierra Environmental Monitoring	\$460.00	Lab Testing	52400
34 Snell & Wilmer	\$4,700.00	Pass Thru = \$0	71100
35 Solenis	\$13,181.35	Polymer	50400
36 Southwest Gas Corp	\$1,004.60	2020: \$1057.28	50500
37 Tesco Controls	\$3,870.00	SCADA Service / Repair	50600
38 Thatcher Company	\$2,417.50	Chemicals	50400
39 The Parts House (NAPA)	\$139.99	Repairs & Maintenance, Supplies	50600
40 Town of Minden	\$1,002.50	water & trash	50500
41 Tractor Supply	\$117.24	Repairs & Maintenance, Plant Supplies	50600
42 Utility Telecom Group, LLC	\$377.33	Office Phones	64400



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CLAIM SUMMARY FOR MONTH OF MAY 2021

43	VISA Credit Card	\$1,405.86	Environmental Resources, Go to Meeting, Administrative Expenses, Google G Suites, Repair & maintenance	65100, 65300, 64300, 64500, 65100, 50600
44	Wagner, Andrew	\$209.00	Grade II Certification	50700
45	Warren Averett Technology Group	\$3,500.00	Accounting Software Consulting	71300
46	Western Nevada Supply	\$31.48	Repairs & Maintenance	50600
47	WildFire Connections LLC	\$400.00	Computer Server Maint	65300
TOTAL CLAIMS PAID		\$190,098.78		

Note: Expenses shown with Green background are cogen-related expenses

Note: Expenses shown with Yellow background are capital expenses

Note: Expenses shown with Purple background are Digester Repair related expenses

Miscellaneous Expenses:

Electronic Fee

Bank Analysis Fee

Electronic Return

overpayment/ebox return

ARRA Loan Repayment

Total Misc Expenses \$0.00

Total Expenses \$190,098.78

Miscellaneous Credits:

Total Misc Credits \$ -



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CLAIM SUMMARY FOR MONTH OF MAY 2021

SALARIES and WAGES			
Gross Wages		\$61,251.19	
<u>Pre-Tax Deductions</u>			
Voya 457	\$	1,772.00	
Tax Garnishment (Tax Sheltered)	\$	-	
Health Insurance	\$	23.08	
Total Pre-Tax Deductions	\$	1,795.08	
Adjusted Gross Wages		\$59,456.11	
<u>Standard Deductions</u>			
FWH	\$	6,194.75	
FICA-Medicare	\$	888.13	
FICA-Social Security	\$	-	
HSA Contribution	\$	50.00	
Health Insurance	\$	513.36	
Child Support	\$	-	
Total Standard Deductions	\$	7,646.24	
Net Wages		\$51,809.87	
PAYROLL TAXES			
Employee Paid Taxes	\$	7,082.88	
FICA-Medicare (MGSD Portion)	\$	888.13	
FICA-SS (MGSD Portion)	\$	-	
Total Payroll Taxes	\$	7,971.01	
BENEFITS AND OTHER PAYROLL-RELATED EXPENSES			
Colonial Life	\$	38.44	Voluntary Insurance; employee paid 20300
Hometown Health	\$	12,006.05	Medical Insurance 50200/20300
Govt Employee Mgt Relations Brd	\$	-	50200
Medicare Part B & D Reimbursements	\$	536.70	Retiree Benefit 80900
Medicare Supplement Plan Reimbursements	\$	420.52	Retiree Benefit 80900
Retiree Insurance Premium Reimbursements	\$	(137.50)	deducted from Medicare reimb totals 80900
Mellon Bank (HSA-Medical)	\$	2,241.62	HSA Contributions 50200 / 20300
MetLife (Dental & Life)	\$	1,308.53	Dental/Life Insurance 50200/20300
Public Agency Compensation Trust	\$	-	Workers' Comp 50200
Public Employees Retirement System	\$	25,439.05	50200
VSP (Vision)	\$	173.62	Vision Insurance 50200/20300
Voya Financial	\$	1,772.00	457 Plan; employee paid 20300
Total Benefits and Other Expenditures	\$	43,799.03	
Total Payroll-Related Expenses		\$103,579.91	



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CLAIM SUMMARY FOR MONTH OF MAY 2021

I have reviewed the above claims and recommend approval.

Peter V. Baratti, District Manager

Approved: _____
Barbara S. Smallwood, Chairman

Michael B. King, Vice Chairman

Ted K. Thran, Secretary-Treasurer

Mary C. Schilling, Trustee

Raymond G. Wilson, Trustee

CASH FLOW STATEMENT
FY2020-2021

General Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Balance 1st day of Month	\$ 3,691,884.52	\$ 3,943,344.92	\$ 3,856,491.17	\$ 3,803,940.53	\$ 3,836,433.23	\$ 3,800,150.44	\$ 3,635,356.02	\$ 3,610,779.95	\$ 3,850,477.43	\$ 3,705,403.30	\$ 3,948,864.38		
Cash Receipts													
User Fees	\$ 402,933.19	\$ 46,519.88	\$ 4,577.78	\$ 395,945.50	\$ 47,726.84	\$ 147,612.85	\$ 224,077.34	\$ 88,874.46	\$ 7,714.05	\$ 205,756.26			\$ 1,571,738.15
Connection Fees	\$ 4,820.00	\$ 6,929.00	\$ 3,850.00	\$ 1,100.00			\$ 2,705.00	\$ 13,750.00	\$ 4,125.00	\$ 5,615.00	\$ 3,138.30		\$ 46,032.30
Capacity Fees	\$ 92,720.00	\$ 22,800.00	\$ 50,525.00	\$ 15,200.00			\$ 33,729.00	\$ 216,600.00	\$ 51,650.00	\$ 73,340.00	\$ 43,365.60		\$ 599,929.60
Acreage Fees	\$ 5,133.00			\$ 2,794.20									\$ 9,690.00
Annexation Fees								\$ 1,762.80		\$ 3,000.00			\$ 4,000.00
Consolidated Tax (SCCRT)	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62		\$ 123,437.82
Ad Valorem	\$ 596.08	\$ 27,055.53	\$ 135,939.20	\$ 52,462.60	\$ 40,063.54	\$ 5,967.56	\$ 68,047.54	\$ 46,204.78	\$ 50,735.28	\$ 33,205.39	\$ 6,932.49		\$ 467,209.99
Pass-Through Reimbursement				\$ 4,707.00	\$ 7,868.90	\$ 11,668.35							\$ 24,521.15
GRGID	\$ 74,133.00		\$ 28,941.02	\$ 74,133.00		\$ 74,133.00	\$ 31,723.00						\$ 283,063.02
Health Ins Reimbursement	\$ 83.47	\$ 83.47	\$ 83.47	\$ 83.47	\$ 83.47	\$ 83.47	\$ 83.47	\$ 362.37	\$ 362.37	\$ 362.37	\$ 362.37		\$ 2,033.77
Other	\$ 1,475.09	\$ 1,584.76	\$ 1,350.09	\$ 8,180.21	\$ 2,969.24	\$ 220.50	\$ 2,850.18	\$ 1,350.09	\$ 1,350.09	\$ 34,235.35			\$ 55,565.60
Total Cash Receipts	\$ 593,115.45	\$ 116,194.26	\$ 236,488.18	\$ 565,827.60	\$ 109,933.61	\$ 250,907.35	\$ 374,437.15	\$ 381,126.12	\$ 127,158.41	\$ 367,012.89	\$ 65,020.38	\$ -	\$ 3,187,221.40
Cash Paid Out													
Capital Expenses	\$ 140,847.27	\$ 18,232.79	\$ 127,026.86	\$ 267,279.27	\$ 10,308.75	\$ 171,690.00	\$ 171,971.89	\$ 49,182.10	\$ 125,793.23	\$ 3,442.59	\$ 132,097.34		\$ 1,217,872.09
Plant Expenses	\$ 52,233.88	\$ 25,907.70	\$ 44,976.13	\$ 38,422.70	\$ 24,098.48	\$ 41,604.93	\$ 37,652.79	\$ 45,968.29	\$ 27,383.50	\$ 18,047.90	\$ 39,869.78		\$ 396,166.08
Collections Expenses	\$ 3,156.40	\$ 6,160.23	\$ 1,421.58	\$ 674.30	\$ 549.00	\$ 455.02	\$ 509.94	\$ 237.66	\$ 533.39	\$ 5,497.36	\$ 838.49		\$ 20,033.37
Lab Expenses	\$ 120.00	\$ 826.81	\$ 1,060.00	\$ 2,298.21	\$ 340.00	\$ 1,852.02	\$ 13,133.91	\$ 726.32	\$ 1,646.00	\$ 6,328.50	\$ 2,060.00		\$ 30,391.77
Reservoir/Effluent Expenses	\$ 161.66	\$ 29,239.94	\$ 60.52	\$ 339.00	\$ 500.27	\$ 175.06	\$ 469.50	\$ 8,685.57	\$ 6,360.09	\$ 8,484.83	\$ 206.52		\$ 54,682.96
General & Administration Exp	\$ 3,855.03	\$ 9,215.89	\$ 11,512.29	\$ 6,770.47	\$ 3,679.90	\$ 10,103.99	\$ 9,980.39	\$ 6,316.70	\$ 6,623.28	\$ 3,684.23	\$ 3,759.15		\$ 75,500.82
Professional Fees	\$ 13,391.62	\$ 13,464.65	\$ 3,356.30	\$ 16,978.75	\$ 6,740.00	\$ 39,820.75	\$ 15,294.80	\$ 30,312.50	\$ 3,893.05	\$ 3,025.00	\$ 11,267.50		\$ 157,544.92
Total Expenses	\$ 213,765.86	\$ 103,048.01	\$ 189,413.68	\$ 332,762.70	\$ 46,216.40	\$ 265,701.77	\$ 249,013.22	\$ 141,428.64	\$ 172,232.54	\$ 48,510.41	\$ 190,098.78	\$ -	\$ 1,952,192.01
Voided Checks / Returned Items	\$ 168.80		\$ 572.20							\$ 41.40			\$ 782.40
Prepaid Claims for FY 21-22													\$ -
Accrued Expenses	\$ 27,889.19		\$ 374.86										\$ -
Transfers from Other Accounts	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 100,000.00	\$ 75,000.00	\$ 100,000.00		\$ 1,175,000.00
Transfers To Other Accounts	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 100,000.00	\$ 75,000.00	\$ 100,000.00		\$ 1,175,000.00
Total Balance last day of month	\$ 3,943,344.92	\$ 3,856,491.17	\$ 3,803,940.53	\$ 3,836,433.23	\$ 3,800,150.44	\$ 3,635,356.02	\$ 3,610,779.95	\$ 3,850,477.43	\$ 3,705,403.30	\$ 3,948,864.38	\$ 3,723,785.98	\$ -	\$ -



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CASH FLOW STATEMENT

FY2020-2021

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Payroll Account													
Balance 1st of Month	\$ 57,736.26	\$ 56,160.90	\$ 72,096.71	\$ 52,020.43	\$ 107,187.46	\$ 103,956.56	\$ 150,871.20	\$ 179,432.67	\$ 83,117.66	\$ 87,262.10	\$ 46,114.21		
Transfer from Checking	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 100,000.00	\$ 75,000.00	\$ 100,000.00		\$ 1,175,000.00
Interest	\$ 13.65	\$ 14.43	\$ 13.59	\$ 15.02	\$ 13.32	\$ 15.07	\$ 16.08	\$ 17.62	\$ 12.63	\$ 10.75			\$ 142.16
Voided Checks													
Payroll Expenses	\$ 101,589.01	\$ 84,078.62	\$ 120,089.87	\$ 144,847.99	\$ 103,244.22	\$ 103,100.43	\$ 121,454.61	\$ 96,332.63	\$ 95,868.19	\$ 116,158.64	\$ 103,579.91		\$ 1,190,344.12
Total Balance last day of month	\$ 56,160.90	\$ 72,096.71	\$ 52,020.43	\$ 107,187.46	\$ 103,956.56	\$ 150,871.20	\$ 179,432.67	\$ 83,117.66	\$ 87,262.10	\$ 46,114.21	\$ 42,534.30	\$ -	\$ -
LGIP POOL Account													
Balance 1st of Month	\$ 6,240,374.76	\$ 6,206,587.70	\$ 6,210,560.39	\$ 6,213,929.77	\$ 6,216,835.06	\$ 6,219,033.19	\$ 6,220,943.01	\$ 6,184,004.15	\$ 6,185,436.79	\$ 6,187,236.45	\$ 6,188,398.42		
Transfer from Checking													
Interest Earned	\$ 4,796.26	\$ 3,972.69	\$ 3,369.38	\$ 2,905.29	\$ 2,198.13	\$ 1,909.82	\$ 1,644.45	\$ 1,432.64	\$ 1,799.66	\$ 1,161.97			\$ 25,190.29
ARRA Payment	\$ 38,583.32						\$ 38,583.31						\$ 77,166.63
Transfer to Other Accounts													
Balance last day of month	\$ 6,206,587.70	\$ 6,210,560.39	\$ 6,213,929.77	\$ 6,216,835.06	\$ 6,219,033.19	\$ 6,220,943.01	\$ 6,184,004.15	\$ 6,185,436.79	\$ 6,187,236.45	\$ 6,188,398.42	\$ 6,188,398.42	\$ -	\$ -
ARRA Bond Restricted Account													
Balance 1st of Month	\$ 82,652.45	\$ 82,715.98	\$ 82,768.92	\$ 82,813.82	\$ 82,852.54	\$ 82,881.83	\$ 82,907.28	\$ 82,929.20	\$ 82,948.40	\$ 82,972.53	\$ 82,988.11		
Transfer from Other Accounts													
Interest Earned	\$ 63.53	\$ 52.94	\$ 44.90	\$ 38.72	\$ 29.29	\$ 25.45	\$ 21.92	\$ 19.20	\$ 24.13	\$ 15.58			\$ 335.66
Transfer to Other Accounts													
Balance last day of month	\$ 82,715.98	\$ 82,768.92	\$ 82,813.82	\$ 82,852.54	\$ 82,881.83	\$ 82,907.28	\$ 82,929.20	\$ 82,948.40	\$ 82,972.53	\$ 82,988.11	\$ 82,988.11	\$ -	\$ -
Petty Cash													
Balance 1st of Month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 259.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 380.00		
Expenses	\$ 80.00	\$ -	\$ -	\$ 80.00	\$ 241.00	\$ -	\$ 80.00	\$ 56.28	\$ 45.80	\$ 177.64	\$ -		\$ 760.72
Reimbursements	\$ 80.00	\$ -	\$ -	\$ 80.00	\$ -	\$ 241.00	\$ 80.00	\$ 56.28	\$ 45.80	\$ 57.64	\$ -		\$ 640.72
Balance last day of month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 259.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 380.00	\$ 380.00	\$ -	\$ -
TOTAL CASH	\$ 10,289,309.50	\$ 10,222,417.19	\$ 10,153,204.55	\$ 10,243,808.29	\$ 10,206,281.02	\$ 10,090,577.51	\$ 10,057,645.97	\$ 10,202,480.28	\$ 10,063,374.38	\$ 10,266,745.12	\$ 10,038,086.81	\$ -	\$ -

Agenda Item 5

Minutes from May 4, 2021 Special Board Meeting and May 18, 2021 Regular Board Meeting

Items in this Section Include:

- ✓ ***May 4, 2021 Minutes***
- ✓ ***May 18, 2021 Minutes***



Board of Trustees
Minutes of Regular Meeting
Tuesday, May 4, 2021
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Barbara Smallwood
Michael King
Raymond Wilson
Ted Thran
Mary Schilling

Staff Members Present:

Peter Baratti
April Burchett
Cliff Simpson
Bruce Scott
William Peterson

Others Present:

Rob Anderson

Board Members Absent:

None

Meeting called to order at 6:00 p.m. by Barbara Smallwood, Chairman.

Public Comment: There was no public comment.

Chairman's Comment: Barbara drew the Board's attention to the revised May claim sheet, as well as the revised Operations and Capital Expense sheets, and the revised monthly capacity report.

Claims Review and Approval: Ray asked about Item 10 for Fisher Scientific. Peter explained that deionization equipment in the lab stopped working and it needed to be replaced. We were able to replace it with equipment that uses the same filters that we have in stock. **Motion by Ray Wilson to approve the claims received for April, 2021 in the amount of \$48,282.44 plus miscellaneous expenses in the amount of \$269.37, and to approve the payroll-related expenses paid during April, 2021 in the amount of \$116,158.64.** Seconded by Ted Thran. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].



Minutes
May 4, 2021
Page 2

Minutes of April 1, 2021 Special Board Meeting and April 6, 2021 Regular Board Meeting:

Motion by Ted Thran to approve the minutes of the April 1, 2021 Special Board Meeting. Seconded by Mary Schilling. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].

Motion by Mary Schilling to approve the minutes of the April 6, 2021 Regular Board Meeting. Seconded by Mike King. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].

MGSD Belt Filter Press Addition Project: Bruce reported that two bids were received for the belt press project and that he was pleased with both bids. He also reported that KG Walters had raised an issue about Simerson's licensing, as they didn't feel Simerson had the required licensing, but Bill reviewed the statutes and it was determined that Simerson's licensing was in order. Ray asked if Bruce felt comfortable with Simerson. Bruce stated that RCI followed up with the provided references and they came back as favorable. **Motion by Ted Thran to accept the bid from Simerson Construction LLC in the amount of \$785,690 for the Belt Filter Press Addition project.** Seconded by Mary Schilling. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].

MGSD Digester #2 Lid Project Work Change Directive No. 4: Peter stated that this is the actual cost for KG Walters to install the flare equipment which was previously approved by the Board. We asked KG Walters to do the installation so that it is compliant with ANSI and other safety standards and state guidelines. MGSD staff will also be performing additional work to keep the cost of the directive down. **Motion by Ray Wilson to approve the Work Change Directive Order No. 4 for the installation of flare equipment package in the amount of \$19,685.05.** Seconded by Mary Schilling. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].

Pine View Estates Contract of Service: Bill Peterson reported that the Pine View HOA board has had a significant changeover, and their counsel has not yet had a chance to meet with them. This item will be continued to the June meeting. Barbara asked for clarification on re-noticing



Minutes
May 4, 2021
Page 3

and Bill stated that the hearing will be re-noticed for June 1st. The Chair asked for public comment, and there was none.

Ashland Park: Bruce stated that this annexation is picking up the remainder portion of a parcel that has already been annexed to include the new alignment for Muller Pkwy. All the items were submitted as required, and the annexation process may proceed. Barbara asked about the discrepancy in acreage between the annexation application and the map. Rob Anderson stated the acreage on the map is correct. Barbara asked if the subdivision map includes new homes, and Rob Anderson explained that the approved subdivision included this area, and the difference is to allow for the new Muller Pkwy alignment. **Motion by Ted Thran to accept the Petition for Annexation by Ashland Park LLC for 13.72 acres located at 1424 Toler Ln. (APN 1320-34-002-001), and to set the Public Hearing for Annexation for the June 1, 2021 regular board meeting, and to direct staff to publish the notification of public hearing. All rules, regulations, requirements of MGSD are to be met and all fees paid.** Seconded by Ray Wilson. Bruce stated that they will ensure the legal description for noticing is correct. Motion carried [5 ayes (Allgeier, King, Schilling, Smallwood, Thran), 0 nays, 0 abstain, 0 absent].

Warren Averett Technology Group: Peter reported that we have continued to utilize LaVonne Ghanavati's services as support staff, and we will continue to utilize her services through the audit. Purchasing the hours in a block is less costly than bringing her in at the regular hourly rate. We have the job opening notice posted at numerous relevant websites, and we have yet to have a response. Ray asked if it's a certain time of year that we need to have her here, and how much longer will this last. Peter responded that we have been utilizing her services to satisfy the requirements of the Dept. of Taxation as well as to replace the loss of an employee. Ray asked if the posting included the PERS benefits, and April stated that it did. Mike King questioned the billing rate shown for the proposal which calculates to about \$210 per hour, and Ted reported that is a typical rate. Mike also stated we have spent over \$82,000 for Warren Averett for the fiscal year. **Motion by Mike King to approve the proposal to serve from Warren Averett Technology Group dated April 14, 2021 to purchase a block of 50 support hours for LaVonne Ghanavati for accounting services at the hourly rate of \$210.00, in an amount of \$10,500.00, a discount of \$3,250 from the standard billing rate, and MGSD will not be billed for mileage or travel.** Seconded by Ray Wilson. Motion carried unanimously.



Minutes
May 4, 2021
Page 4

Attorney-Client Conference: Bill Peterson stated he received a follow up email from Walt Johnson at KG Walters stating that he was disappointed by MGSD's decision, but he will accept it.

Discussion followed regarding Pine View Estates, and Bill noted that their attorney has not had time to prepare an agreement or continue with the easement acquisition.

Engineer's Report: Bruce Scott reported on the following:

GRGID Interceptor: He received a call from Greg Reed, who stated that GRGID would like to fund the entire project through a grant from the Nevada League of Cities. GRGID would be willing to loan money to MGSD if necessary. Bruce estimated that the total would be \$3.35 million, which he felt was a conservative estimate. The bid notice for a Construction Manager at Risk (CMAR) will be in the weekend paper, and he asked if the Chair would appoint two Board members to review application submittals so a recommendation can be made for a CMAR contract. The CMAR would put together a total not-to-exceed budget for the segments and total of the job for Board approval. Discussion followed regarding the regulations of open meeting law with regard to designating a committee. It was determined that 2 trustees would necessitate an open meeting, so there would have to be no more than 1 trustee. Discussion also followed regarding the amount budgeted for the project. Bruce stated that we would need additional money budgeted for the project. He is also keeping an eye on the additional infrastructure funding proposed at the federal level. Bruce was most comfortable doing the river crossing portion of the project first in order to get the temporary bypass going and seeing how that works out.

District Manager's Report: Peter Baratti reported on the following items:

We sold 19.3 edu's during April. Peter stated that McDonald's was granted a permit at the County without prior approval from Town of Minden or MGSD. Barbara clarified that we are on the pre-app meeting list, and Peter stated that we are and that he had attended the meeting. We had been onsite doing the inspections, so they meet our standards. We contacted the general contractor who addressed it immediately. Bruce said they were easy to work with, and they are doing a great job. He stated that the problem was with the County, which has a new staff.



Minutes
May 4, 2021
Page 5

Barbara asked about the Mill St. property that was scheduled for annexation but pulled from the agenda, and Peter stated that the builder is acting as the middleman with the owner. The owner was not available for ordering a preliminary title report. We issued a shell permit so the County permitting will not expire. Barbara stated that she is not comfortable with issuing a permit prior to the annexation being completed.

Barbara asked about the Downs at Monte Vista, and Peter stated that capacity has been approved by the Board, and the plans have been approved and met our requirements. Barbara reported that the new homes on Los Alamitos don't have land lines.

Peter reported that the staff has made headway with the demolition of the old boiler, and the new boiler is onsite. He hopes to have a time of completion at the next Board meeting.

Barbara asked about the Summers County Rd. project shown on Peter's report. Peter stated that it is a vacant lot located on County Rd near 2nd St. They want to put a multi-family complex there and use the alley as an entrance.

Mike asked how the co-gen is working since Digester 2 is up. Peter reported that we are feeding it now, but we haven't integrated in the gas train yet. It is isolated from the rest of the system to vent some of the oxygen slug in the system. There is a fine line where it can be volatile, so we are slowly venting it. Then we will see how the lid performs coupled with Digester 3. The contractor did a superior job with the ballasting of the lid, and it's working very well. Even the manufacturer was impressed.

Administrative Report by Staff: April reported on the following:

We released three large liens in April, and she stated that she has noticed that properties that we file a lien on get threatened with foreclosure for taxes or for HOA fees. Those demands are paid by someone, so she wondered if she and Bill can attempt to foreclose the lien or add the billing to the tax roll at the County. Bill stated that he couldn't find a company that was willing to handle a foreclosure. Bill felt that it may not be worth the cost of the foreclosure. Ray suggested contacting the County and HOA for updated contact information.

Discussion followed regarding holding the position open until it is filled.



Minutes
May 4, 2021
Page 6

Peter reported that we came out ahead with the Simerson bid for the belt press project. That job had been earmarked for \$1.8 million with the engineer's estimate, and the bid came in \$1 million lower.

Board Comment: Barbara reminded the Board there is a special meeting on May 18th at 1:00 pm. Peter asked if they would like him to add the GRGID project into the budget. The board directed Peter to prepare an alternative budget showing that amount.

Barbara thanked Mike King for his thoughtful motion on Warren Averett.

Discussion followed regarding the status of the principal forgiveness loan for Pine View Estates.

Ray requested pizza be available for the special meeting.

Public Comment – There was no public comment.

Meeting adjourned 7:30 p.m.

Approved by the Board of Trustees with the noted corrections on:

Date By _____
Ted Thran, District Secretary

:/ab



Board of Trustees
Minutes of Special Meeting
Tuesday, May 18, 2021
1:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Barbara Smallwood
Mary Schilling
Raymond Wilson
Ted Thran

Staff Members Present:

Peter Baratti

Others Present:

None

Board Members Absent:

Mike King

Meeting called to order at 1:00 p.m. by Barbara Smallwood, Chairman.

Public Comment: There was no public comment.

MGSD Budget for FY 2021-2022: Peter pointed out two items that changed from the tentative budget. The first item was the Total Operations Revenues was reduced to \$998,648 from \$1,014,280 due to the adjustment to the starting salary for the controller position. The second item was an additional \$600,000 was added to the Acquisitions & Construction of Capitol Assets to ensure that MGSD can pay our portion of the GRGID lining project. Barbara noted the changes confirmed that the state had previously approved the tentative budget. **Motion by Ted Thran to approve the MGSD Budget for FY 2021-2022.** Seconded by Mary Schilling. Motion carried [Vote: 4 ayes (Smallwood, Thran, Wilson, Schilling); 0 nays; 0 abstain; 1 absent (King)].

Staff Report: Peter reported that we have received three applications for the Controller position and asked the board if they would be willing to allow Bruce Scott and Ted Thran to be part of the interview process. The board concurred.



Minutes
April 1, 2021
Page 2

Board Comment: Ray inquired as to when the interview process might begin. Peter stated that he and April would start getting this scheduled upon her return. Following that will be the process of opening the two positions for the plant staff. Peter said he would like to have all the interviews completed by the end of June

Ray then asked Bruce, in regard to the GRGID lining project, if we should add an additional line below the river that would tie into our existing line. Bruce explained that the extent of such an addition would require a much larger price and construction effort as well as subject MGSD to additional state requirements that we currently are not subject to.

Public Comment: There was no public comment.

Meeting adjourned 1:18 p.m.

Approved by the Board of Trustees with the noted corrections on:

Date By _____
Ted Thran, District Secretary

:/ab

Agenda Item 6

Ashland Park LLC Application for Annexation

Items in this Section Include:

- ✓ *Letter from Resource Concepts, Inc., dated April 29, 2021*
- ✓ *Petition for Annexation*
- ✓ *Exhibit Map*
- ✓ *Legal Description*
- ✓ *Preliminary Title Report*



April 29, 2021

Via email: aburchett@mgstdistrict.org

Ms. Barbara Smallwood, Chairman
and Members of the Board of Trustees
Minden Gardnerville Sanitation District
P.O. Box 568
Minden, Nevada 89423

Subject: Request for Annexation, Ashland Park, LLC

Dear Chairman Smallwood and Members of the Board:

Rob Anderson & Associates, on behalf of the owners Ashland Park, LLC have requested annexation for a portion of Assessor Parcel 1320-34-002-001. This parcel is adjacent to the previously annexed Ashland Park. It represents the balance of the parcel after the realignment of Muller Parkway.

The application is in order, and it is recommended that the Board approve the application to go forward for publication and a public hearing.

If there are questions or additional information is needed, please let me know or we can discuss at the May meeting of the Board.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bruce R. Scott".

Bruce R. Scott, P.E.
District Engineer

BRS/sb

cc: Rob Anderson
Bill Peterson, Esq.
Presley Cochran, EI

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340 North Minnesota St.
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PETITION FOR ANNEXATION

ASSESSOR PARCEL NO. OF PROPERTY: 1320-34-002-001 (portion)

TOTAL ACREAGE TO BE ANNEXED: 12.83 acres

ADDRESS OF PROPERTY (if known): 1424 Toler Lane

PROPERTY NEAREST TO: ☐ Town of Minden ☒ Town of Gardnerville

PROPERTY OWNER (attach additional sheets if needed):

NAME: Ashland Park LLC

ADDRESS: 1571 Putter Lane

CITY: Gardnerville

STATE NV

ZIP 89460

PHONE NO. _____

FAX NO. _____

ANNEXATION REQUIREMENTS:

1. An accurate legal description of the property stamped and signed by a surveyor or engineer licensed in the State of Nevada. The legal description should also include acreage of the parcel.
2. A preliminary title report concerning said property issued within the past 60 days and a written statement from the owners that there has not been a change since that date.
3. Acknowledgement of the fee owners. Notarized signatures required (see Page 2). An Authority to Represent form must be signed by the owners if an owner's representative will attend the Board Meeting (see Page 3).
4. A vicinity map showing the area to be annexed in relation to existing district boundaries. Assessor's map is acceptable.
5. An application fee of \$1,000.00. Balance after expenses is refundable.
6. Application must be received in MGSD Office 15 days prior to the monthly board meeting. Board meets first Tuesday of every month.
7. Upon approval by the Board, applicant shall pay \$600.00 per acre for entire area to be annexed.
8. Upon approval by the Board, applicant shall pay capacity fee of \$3,800.00 per sewer unit within 9 months of allocation, or upon approval of the final map, whichever occurs first.
9. Connection fees of \$275.00 for dwelling and \$300.00 per unit for commercial hookup are due at the time the Connection Permit is issued. (Connection permit must be issued before Douglas County will issue building permit).

ACKNOWLEDGEMENT OF FEE OWNERS:

We, the fee owners of the described property in Exhibit "A" or Legal Description attached to the Petition, hereby petition the MINDEN-GARDNERVILLE SANITATION DISTRICT for annexation to the District.

DATED: 3/29/21

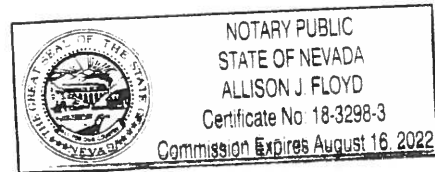
Matthew Carter
OWNER
Matthew Carter, Manager, Ashland Park, LLC

Matthew Carter
OWNER

STATE OF Nevada)
COUNTY OF Douglas : SS

On March 24, 2021, personally appeared before me, a Notary Public, Matthew Carter, Manager, Ashland Park, LLC, who acknowledged that he executed the above instrument.

Allison J. Floyd
Notary Public



STATE OF _____)
COUNTY OF _____ : SS

On _____, 20____, personally appeared before me, a Notary Public, _____, who acknowledged that he executed the above instrument.

Notary Public



OWNERS' REPRESENTATIVE:

NAME: Robert O. Anderson, PE, CFM, WRS

FIRM NAME: R.O. Anderson Engineering, Inc.

ADDRESS: P.O. Box 2229

CITY: Minden

STATE NV

ZIP 89423

PHONE NO. (775) 782-2322

FAX NO.

AUTHORITY TO REPRESENT

Gentlemen:

I, Matthew Carter, Manager, Ashland Park, LLC, hereby authorize the above named representative, Robert O. Anderson, PE, CFM, WRS, to represent me at the Minden-Gardnerville Sanitation District Board Meetings and act in any and every manner for me at such meetings as if I were present myself, giving and granting to such person, full power and authority to do and perform all and every act and thing whatsoever requisite and necessary to be done for my benefit as if I was present myself. This authority to represent shall be limited to the above named representative, Robert O. Anderson, PE, CFM, WRS.

This authority to represent shall commence upon the date of execution herein and shall continue up to and including December 31, 2021, unless otherwise revoked by written notice from me.

IN WITNESS WHEREOF, I have executed this Authorization to Represent on this 24 day of March, 2021.

Matthew Carter
-Owner- Matthew Carter, Manager, Ashland Park, LLC

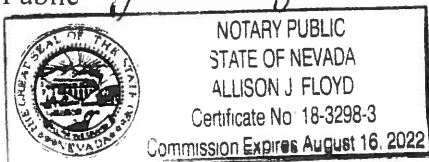
STATE OF Nevada)

: SS

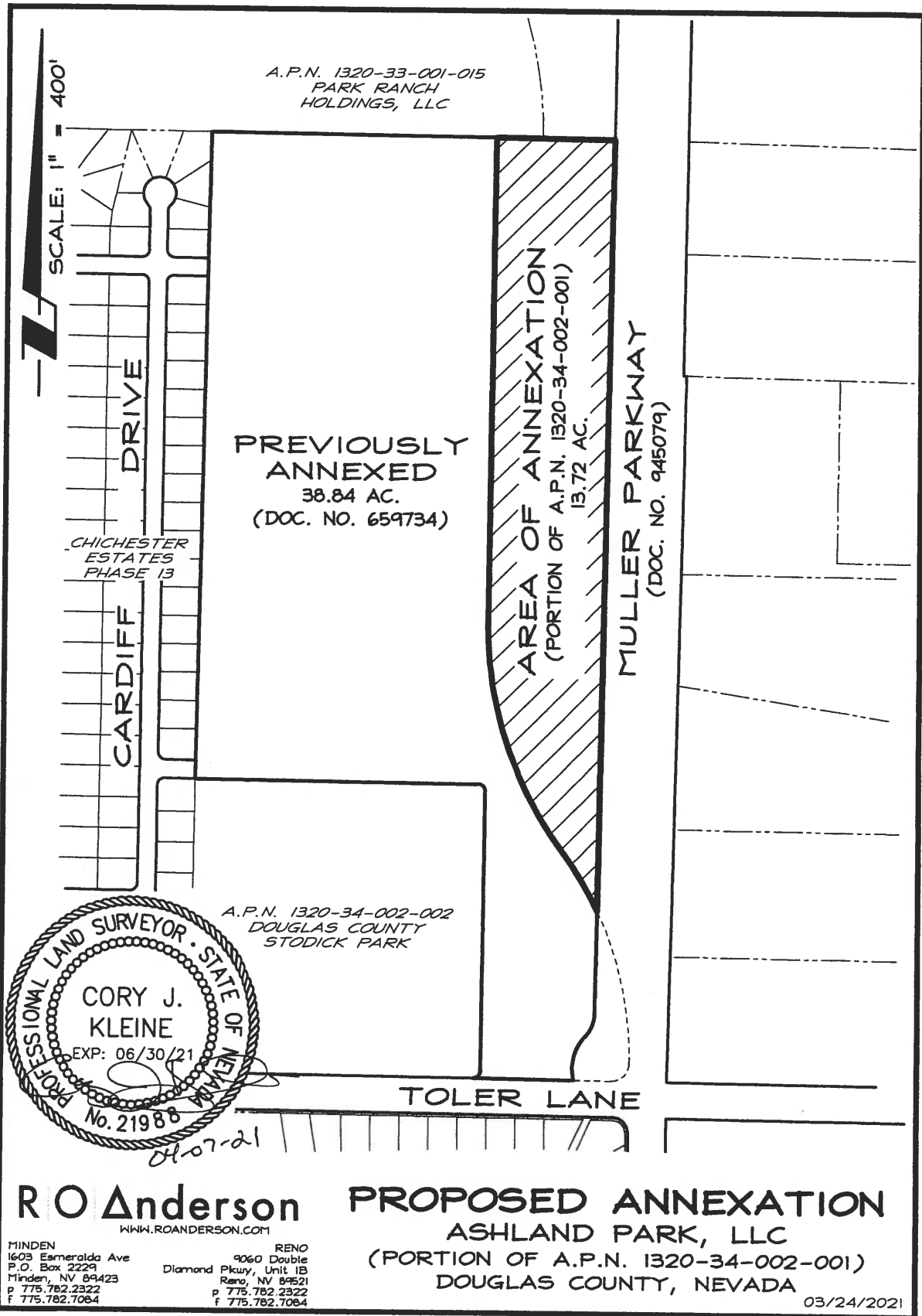
COUNTY OF Douglas)

On March 23, 2021, personally appeared before me, a Notary Public, Matthew Carter, Manager, Ashland Park, LLC, who acknowledged that he executed the above instrument.

Allison J Floyd
Notary Public



Y:\Client\ Files\2638-003\CAD\Survey\Exhibits\2638-003EXH-ANNEX.dwg 4/9/2021 12:05:02 PM Dina Schnurbusch



**DESCRIPTION
PROPOSED ANNEXATION
ASHLAND PARK, LLC
(Portion of A.P.N. 1320-34-002-001)**

A strip of land for annexation purposes, being a portion of Adjusted A.P.N. 25-080-07 as shown on the Record of Survey to Support a Boundary Line Adjustment for Rhoda Chichester Revocable Trust, Robert L. Chichester, Jr., Ross J. Chichester and Lester Leroy and Anita Thran Stodick Family Trust filed for Record June 21, 1995 in the office of Recorder, Douglas County, Nevada as Document No. 364543, more particularly described as follows:

COMMENCING at the northwest corner of said Adjusted A.P.N. 25-080-07;
thence along the north line of said Adjusted A.P.N. 25-080-07, South 89°18'41" East, 791.92 feet to the **POINT OF BEGINNING**;
thence continuing along said north line of Adjusted A.P.N. 25-080-07, South 89°18'41" East, 327.17 feet to a point on the west boundary of Muller Parkway per the Grant, Bargain & Sale Deed filed for record April 22, 2020 as Document No. 945079;
thence along said west boundary of Muller Parkway, South 00°58'50" West, 2,131.23 feet;
thence leaving said west boundary of Muller Parkway, along the arc of a curve to the left, non-tangent to the preceding course, having a radius of 947.50 feet, central angle of 11°18'47", arc length of 187.08 feet and chord bearing and distance of North 31°07'19" West, 186.78 feet;
thence along the arc of a reverse curve to the right, having a radius of 1,052.50 feet, central angle of 37°26'08", arc length of 687.68 feet, and chord bearing and distance of North 18°03'38" West, 675.51 feet;
thence North 00°39'26" East, 1,332.81 feet to the **POINT OF BEGINNING**, containing 13.72 acres, more or less.

The Basis of Bearing for this description is identical to the Record of Survey to Support a Boundary Line Adjustment for Rhoda Chichester Revocable Trust, Robert L. Chichester, Jr., Ross J. Chichester and Lester Leroy and Anita Thran Stodick Family Trust filed for Record June 21, 1995 in the office of Recorder, Douglas County, Nevada as Document No. 364543.

Prepared By: R.O. ANDERSON ENGINEERING, INC.
Cory J. Kleine, P.L.S. 21988
P.O. Box 2229
Minden, Nevada 89423





6774 S McCarran Blvd, Suite 102
Reno, NV 89509
Phone: (775) 571-0422

PRELIMINARY REPORT 1st Amended

Order No.: 2112842
Buyer/Borrower Name: Landwest, LLC, a California limited liability company
Seller Name: Ashland Park, LLC, a Nevada limited liability company

Property Address: 1424 Toler Lane, Gardnerville, NV 89410

In response to the above referenced application for a Policy of Title Insurance, Toiyabe Title hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a Stewart Title Guaranty Company Policy or Policies of Title Insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referenced to as an Exception on Schedule B or not excluded from coverage pursuant to the printed Schedules, Conditions, and Stipulations of said Policy forms.

The printed Exceptions and Exclusions from the coverage and Limitations on covered Risks of said policy or policies are set forth in Exhibit A attached. The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. Limitations on Covered Risks applicable to the CLTA and ALTA Homeowner's Policies of Title Insurance which establish a Deductible Amount and a Maximum Dollar Limits of Liability for certain coverages are also set forth in Exhibit A. Copies of the policy forms should be read. They are available from the office which issued this report.

Please read the exceptions shown or referred to below and the exceptions and exclusions set forth in Exhibit A of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters, which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects, and encumbrances affecting title to the land.

This report, (and any supplements or amendments thereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance a binder or commitment should be requested.

Dated as of March 19, 2021 at 5:00AM

Rich Cunningham
Title Officer

PRELIMINARY REPORT

The form of Policy of Title Insurance contemplated by this report is:

- ☐ CLTA Standard Coverage Policy
- ☐ CLTA/ALTA Homeowners Policy
- ☒ 2006 ALTA Owner's Policy
- ☒ 2006 ALTA Loan Policy
- ☐ ALTA Short Form Residential Loan Policy

SCHEDULE A

The estate or interest in the land hereinafter described or referred to covered by this report is:

FEE SIMPLE

Title to said estate or interest at the date hereof is vested in:

Ashland Park, LLC, a Nevada limited liability company

LEGAL DESCRIPTION

The land referred to herein is situated in the State of Nevada, County of Douglas and described as follows:

A parcel of land located within a portion of the Southwest 1/4 of Section 34, Township 13 North, Range 20 East, Mount Diablo Meridian, more particularly described as follows:

Commencing at the Southwest corner of said Section 34 as shown on the record of Survey or Rhoda Chichester Revocable Trust, Robert L. Chichester Jr. and Ross J. Chichester, filed in the Douglas County Recorder's office on March 4, 1994, in Book 394, Page 825, as Document No. 331559 and as shown on the Record of Survey No. 23 for Douglas County, filed in the Douglas County Recorder's Office on January 4, 1991, in Book 191, at Page 275, as Document No. 242238, a 5/8" rebar and aluminum cap stamped Do. Co. in well;

thence North 01°01'12" East, 860.35 feet along the west section line of said Section 34 to the Point of Beginning;

thence continuing along said section line North 01°01'12" East, 1,788.68 feet to the East 1/4 corner, a 5/8" rebar with plastic cap, P.L.S. 6899;

thence South 89°18'41" East, 1323.98 feet along the one-quarter section line of said Section 34 to a point on the West one-sixteenth line of said Section 34;

thence South 00°59'03" West, 647.43 feet along said west one-sixteenth line;

thence South 89°00'57" East, 8.92 feet to the Northwest corner of the parcel shown as James Decker Family Trust on the Record of Survey for John and Andrae (Jody) Laxague, filed in the Douglas County Recorder's Office on October 2, 1986, in book 1086, as Page 169, as Document No. 142028;

thence South 01°14'03" West, 666.91 feet to a 5/8" rebar and (melted) plastic cap, the Southwest corner of said James Decker Family Trust parcel;

thence South 01°15'57" West 1283.98 feet to a point on the North right-of-way of Toler Lane as shown on record of Survey No. 23 for Douglas County;

thence North 89°20'34" West, 536.92 feet along said North right-of-way;

thence along the arc of a non-tangent curve to the left, concave to the Northwest, having a radius of 20.00 feet, central angle of 90°00'00", arc length of 31.42 feet and chord bearing North 45°39'26" East,

thence North 00°39'26" East, 771.35 feet;

thence along the arc of a curve to the left having a radius of 20.00 feet, central angle of 90°04'28" and arc length of 31.44 feet;

thence North 89°25'02" West. 783.22 feet to the Point of Beginning.

Reference is made to Record of Survey to Support a Boundary Line Adjustment and filed for record with the Douglas County Recorder on June 21, 1995, in Book 695, as Page 3371, as Document No. 364543, Official Records of Douglas County, Nevada.

Excepting therefrom, that portion conveyed to Douglas County, a political Subdivision of the State of Nevada, by Grant, Bargain and Sale Deed recorded August 15, 2019, as Document No. 2019-933728, Official Records, and Re Recorded December 20, 2019, as Document No. 940010, Official Records, Recorded April 22, 2020, as Document No. 2020-945079, Official Records.

The above legal description appeared previously in that certain Document recorded on July 17, 2020, as Document No. 2020-949361, of Official Records, pursuant to NRS Section 6. NRS 111.312.

APN: 1320-34-002-001

(End of Legal Description)

SCHEDULE B

At the date hereof, exceptions to coverage in addition to the printed exceptions and exclusions contained in said policy or policies would be as follows:

Taxes:

- A. State, County and City Taxes for the fiscal period 2020 to 2021, a lien now due and payable in the total amount of \$5,764.50
Parcel No. 1320-34-002-001
1st installment of \$PAID
2nd installment of \$PAID
3rd installment of \$PAID
4th installment of \$PAID

Exceptions:

1. Taxes or assessments which are not now payable or which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. (a) Unpatented mining claims, (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water; whether or not the matters excepted under (a), (b) or (c) are shown by the public records, (d) Indian tribal codes or regulations, Indian Treaty or Aboriginal Rights, including easements or equitable servitudes.
3. Minerals of whatsoever kind, subsurface and surface substances, including but not limited to coal, lignite, oil, gas, uranium, clay, rock, sand and gravel in, on, under and that may be produced from the Land, together with all rights, privileges, and immunities relating thereto, whether or not appearing in the Public Records or listed in Schedule B. The Company makes no representation as to the present ownership of any such interests. There may be leases, grants, exceptions or reservations of interests that are not listed.
4. Any facts, rights, interest, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by Persons in Possession of the Land.
5. Easements, liens, or encumbrances, or claims thereof, not shown by the Public Records.
6. Any lien or right to a lien for services, labor or material not shown by the Public Records.

7. The Lien of supplemental taxes, if any, assessed pursuant to the provisions of Chapter 361.260 of the Nevada Revised Statutes.
8. Water rights, claims or title to water, whether or not disclosed by the Public Records.
9. Any additional liens which may be levied by reason of said premises being within the Minden/Gardnerville Sanitation District, (775) 782-3546; Town of Gardnerville, (775) 782-7134; Town of Minden, (775) 782-5976; Gardnerville (Water) (775) 782-2339; Gardnerville Rancho's GID, (775) 265-2048
10. Rights of way for any existing roads, trails, canals, ditches, flumes, conduits, pipe, pole or transmission lines on, under, over, through or across said premises.
11. Any liens or charges that may be levied by any water, sewer, garbage or general improvement district by reason of the land lying within the boundaries of said district.
12. Liens for delinquent garbage fees, if it is determined that the same has attached to said premises, pursuant to Nevada Revised Statutes Section 444.520.
13. Mineral rights, reservations, easements and exclusions as contained in the Patent conveying said land.
14. Easements and Dedications as indicated or delineated on the Plat of said Record of Survey Map on file in the Office of the County Recorder, October 2, 1986, as Document No. 142028.
15. Easements and Dedications as indicated or delineated on the Plat of said Record of Survey Map on file in the Office of the County Recorder, January 4, 1991, as Document No. 242238.
16. Easements and Dedications as indicated or delineated on the Plat of said Record of Survey Map on file in the Office of the County Recorder, June 21, 1995, as Document No. 364543.
17. The Effect of that certain document, entitled, "Agreement", subject to the terms, covenants and conditions therein provided,, and recorded January 31, 2005, as Document No. 635615, Official Records.
18. The Effect of that certain document, entitled, "Development Agreement", subject to the terms, covenants and conditions therein provided,, and recorded March 15, 2005, as Document No. 639085, Official Records.

Amended by: Development Agreement Amendment
Recorded: August 12, 2010
Document No.: 768537, of Official Records.

19. The effect of that certain "Agreement for Annexation" executed on November 1, 2005, by and between H & S Construction and Minden-Gardnerville Sanitation District, subject to the terms, covenants and conditions therein provided and recorded November 2, 2005, as Document No. 659734, Official Records.

20. An Easement affecting the portion of said land, and for the purposes stated herein, and incidental purposes:

In Favor Of: Sierra Pacific Power Company
For: Underground Utility Facilities and incidental purposes
Recorded: October 30, 2007
Document No.: 712134, of Official Records.

21. A Deed of Trust to secure an indebtedness of the amount stated herein, and any other amounts payable under the terms thereof.

Dated: March 15, 2017
Amount: \$1,375,000.00
Trustor: Park Ranch Holdings, LLC, a Nevada limited liability company
Trustee: Ticor Title
Beneficiary: W. Bruce Park, Trustee of the W. Bruce Park Family Trust
Recorded: March 29, 2017
Document No.: 896526, of Official Records.

Said Deed of Trust appears to have been paid in full through Escrow # 2004077-RLT, at Ticor Title of Nevada.

22. The Effect of that certain document, entitled, "Development Rights Deed", subject to the terms, covenants and conditions therein provided,, and recorded March 29, 2017, as Document No. 896527, Official Records.

23. The Effect of that certain document, entitled, "Park Ranch Holdings, LLC, Development Agreement", subject to the terms, covenants and conditions therein provided,, and recorded August 15, 2019, as Document No. 933727, Official Records.

Said document was re-recorded on, Decmeber 16, 2019, as Document No. 939704, of Official Records.

24. A Deed of Trust to secure an indebtedness of the amount stated herein, and any other amounts payable under the terms thereof.

Dated: July 17, 2020
Amount: \$5,240,000.00

Trustor: Ashland Park, LLC, a Nevada limited liability company
Trustee: Ticor Title Company, a Nevada Corporation
Beneficiary: Park Ranch Holdings, LLC, a Nevada limited liability company
Recorded: July 17, 2020
Document No.: 949362, of Official Records.

An instrument purports to Modify the terms of said Deed of Trust as therein provided:

Executed By: Park Ranch Holdings, LLC, a Nevada limited liability company and
Ashland Park, LLC, a Nevada limited liability company

Dated: March 2, 2021

Recorded: March 10, 2021

Document No.: 963225, of Official Records

25. A Deed of Trust to secure an indebtedness of the amount stated herein, and any other amounts payable under the terms thereof.

Dated: March 9, 2021

Amount: \$2,060,000.00

Trustor: Ashland Park, LLC, a Nevada limited liability company

Trustee: JLM LLC, dba First Centennial Title Insurance Company of Nevada

Beneficiary: MDDM, Corporation, a Nevada corporation

Recorded: March 10, 2021

Document No.: 963226, of Official Records.

26. ASSIGNMENTS OF LEASES AND RENTS under the terms of above Deed of Trust as follows:

Recorded: March 10, 2021

Document No: 963227, Official Records

27. The effect of a Financing Statement to secure indebtedness of the amount stated herein and any other amounts as may become due under the terms and subject to the terms, conditions and requirements as contained and imposed therein.

Debtor: Ashland Park LLC, a Nevada limited liability company

Secured Party: MDDM, Corporation

Amount: NOT SET OUT

Recorded: March 10, 2021

Document No.: 963228, Official Records.

28. This Company will require the following to insure a loan by or conveyance from the entity, Ashland Park, LLC:

(A) A copy of the Articles of Organization; and

(B) A copy of the Operating Agreement, together with all supplements or amendments thereto; and

(C) Evidence of valid formation on the date when the documents in this transaction are to be signed; and

(D) Evidence that the entity is in good standing in the State in which it was formed.

29. This Company will require the following to insure a loan by or conveyance from the entity, Landwest, LCC, a California limited liability company:
(A) A copy of the Articles of Organization; and
(B) A copy of the Operating Agreement, together with all supplements or amendments thereto; and
(C) Evidence of valid formation on the date when the documents in this transaction are to be signed; and
(D) Evidence that the entity is in good standing in the State in which it was formed.

30. An inspection will be required prior to Close of Escrow. Please notify Title Department 24 hours prior to closing.

Note: The only Conveyance(s) affecting said Land, which recorded within twenty-four (24) months of the date of this report, are as follows:

Document Type: Grant, Bargain and Sale Deed
Recorded: July 17, 2020
Document No. 949361, of Official Records.

Note: The following information is provided as an accomodation. According to the Assessor, the address of said Land is as follows:

Type of Dwelling: Single Family Residence
Address: 1424 Toler Lane, Gardnerville, NV 89410

(End of Exceptions)

Privacy Policy

The Financial Services Modernization Act recently enacted by Congress requires Toiyabe Title, LLC, a Nevada limited liability company, to explain to you how we collect and use customer information.

Toiyabe Title has always and will continue to adhere to strict standards of confidentiality when it comes to protecting the privacy, accuracy and security of customer information provided to us.

Information We May Collect

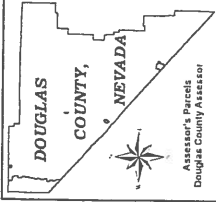
- Contact information about you (for example, your name, your personal and business addresses, phone and fax numbers, firm affiliations and titles)
- Information about your transaction, including the identity of the real property you are buying or refinancing. We obtain copies of deeds, notes or mortgages that may be involved in the transaction. We may obtain this information directly from you or from the lender, attorney, or real estate broker or agent that you have chosen.
- Information you volunteer, via applications or surveys (for example, education, designations, specialties, affiliations with other real estate organizations and general demographic data)
- Sensitive information such as credit card data to complete purchases
- When we provide escrow or settlement services, or mortgage loan servicing, we may obtain your social security number, along with other information from third parties including appraisals, credit reports, land surveys, loan account balances, and sometimes your bank account information in order to facilitate your transaction

How We Use This Information

- Toiyabe Title does NOT share your information with outside marketers.
- We share your information only to provide the service requested by you, your lender or in other ways permitted by law. The privacy law permits some sharing of information without your approval.
- We may share your information internally and with nonaffiliated third parties in order to facilitate and service your transaction, to protect against fraud or unauthorized transactions and to provide information to government and law enforcement agencies.
- Credit information about you is shared only to facilitate your transaction or for some other purpose permitted by law.

How we Protect your Information

- Toiyabe Title restricts access to nonpublic information about you to our employees that need the information to provide services to you. We maintain physical and electronic procedural safeguards that comply with the law to keep your nonpublic information secure.
- You do not need to respond to this notice but may contact us at: 6774 S McCarran Blvd, Suite 102
- Toiyabe Title LLC is an agent for Stewart Title Guaranty Company and you may receive additional Privacy information from them.



DOUGLAS
COUNTY,
NEVADA

Assessor's Parcels
Douglas County Assessor

Map Legend

- Parcel Boundary
- Subdivision Boundary
- Town Boundary
- Township/Range/Section
- Approximate River Center Line
- Easements - See Recorded Documents
- Open Space/Conservation Easements

001 Parcel Number

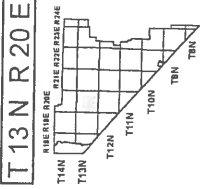
110 Parcel Sub/Seq Number

10.00 Parcel Acreage

BLK A Parcel Block Number

1 Parcel Lot Number

1001 Parcel Address



SEC. 34

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36

S 1/2 SEC.

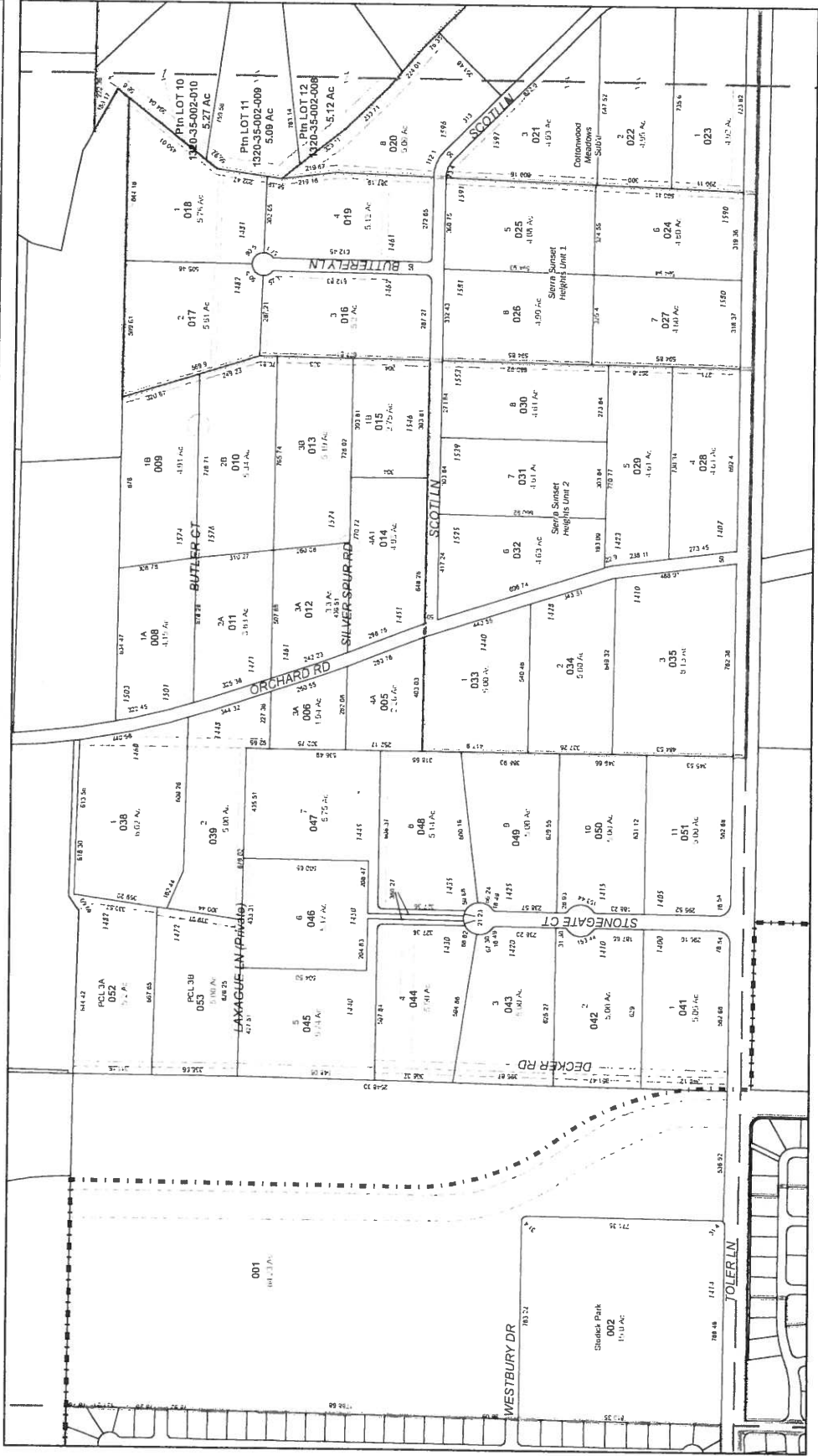
1	5
2	6
3	7
4	8

1320-34-002



SCALE: 1" = 400'
REVSD: 8/18/2020

NOTE: This map is prepared for the use of the Douglas County Assessor, for assessment and illustrative purposes only. It does not represent a survey of the premises. No liability is assumed as to the sufficiency or accuracy of the data delineated hereon.



Agenda Item 7

Pine View HOA Contract of Service Public Hearing

Items in this Section Include:

- ✓ *Petition for Contract of Service*
 - *Note: Due to the unique circumstances of this project, the standard requirements have been suspended, and will be determined at the meeting when it can be discussed with the District Engineer and Legal Counsel*
- ✓ *List of APN's*
- ✓ *Assessor Plat*



CONTRACT OF SERVICE

PETITION FOR ANNEXATION

ASSESSOR PARCEL NO. OF PROPERTY: See attached

TOTAL ACREAGE TO BE ANNEXED: 225 parcels

ADDRESS OF PROPERTY (if known): _____

PROPERTY NEAREST TO: ☐ Town of Minden ☒ Town of Gardnerville

PROPERTY OWNER (attach additional sheets if needed):

NAME: PINE VIEW ESTATES HOA

ADDRESS: 35 Corner Way

CITY: Gardnerville STATE NV ZIP 89410

PHONE NO. _____ FAX NO. _____

ANNEXATION REQUIREMENTS: Will discuss with Bruce Scott at 4/6/21 meeting

1. ~~An accurate legal description of the property stamped and signed by a surveyor or engineer licensed in the State of Nevada. The legal description should also include acreage of the parcel.~~
2. ~~A preliminary title report concerning said property issued within the past 60 days and a written statement from the owners that there has not been a change since that date.~~
3. ~~Acknowledgement of the fee owners. Notarized signatures required (see Page 2). An Authority to Represent form must be signed by the owners if an owner's representative will attend the Board Meeting (see Page 3).~~
4. ~~A vicinity map showing the area to be annexed in relation to existing district boundaries. Assessor's map is acceptable.~~
5. ~~An application fee of \$1,000.00. Balance after expenses is refundable.~~
6. ~~Application must be received in MGSD Office 15 days prior to the monthly board meeting. Board meets first Tuesday of every month.~~
7. ~~Upon approval by the Board, applicant shall pay \$600.00 per acre for entire area to be annexed.~~
8. ~~Upon approval by the Board, applicant shall pay capacity fee of \$3,800.00 per sewer unit within 9 months of allocation, or upon approval of the final map, whichever occurs first.~~
9. ~~Connection fees of \$275.00 for dwelling and \$300.00 per unit for commercial hookup are due at the time the Connection Permit is issued. (Connection permit must be issued before Douglas County will issue building permit).~~

OWNERS' REPRESENTATIVE:NAME: DOUGLAS STIMPSONFIRM NAME: PINE VIEW ESTATES HOA

ADDRESS: _____

CITY: GARDNERVILLESTATE NVZIP 89410PHONE NO. 717-512-6366

FAX NO. _____

AUTHORITY TO REPRESENT

Gentlemen:

I, _____, hereby authorize the above named representative, _____, to represent me at the Minden-Gardnerville Sanitation District Board Meetings and act in any and every manner for me at such meetings as if I were present myself, giving and granting to such person, full power and authority to do and perform all and every act and thing whatsoever requisite and necessary to be done for my benefit as if I was present myself. This authority to represent shall be limited to the above named representative, _____.

This authority to represent shall commence upon the date of execution herein and shall continue up to and including _____, unless otherwise revoked by written notice from me.

IN WITNESS WHEREOF, I have executed this Authorization to Represent on this _____ day of _____, 20____.

Owner

STATE OF _____)

: SS

COUNTY OF _____)

On _____, 20____, personally appeared before me, a Notary Public, _____, who acknowledged that _____ he executed the above instrument.

Notary Public

ACKNOWLEDGEMENT OF FEE OWNERS:

We, the fee owners of the described property in Exhibit "A" or Legal Description attached to the Petition, hereby petition the MINDEN-GARDNERVILLE SANITATION DISTRICT for annexation to the District.

DATED: March 22, 2021

Olga S. F.
OWNER

OWNER

STATE OF NEVADA)

: SS

COUNTY OF DOUGLAS)

On March 22, 2021, personally appeared before me, a Notary Public, *Douglas Simpson* ^{as}, who acknowledged that ___he executed the above instrument.

April L. Burchett
Notary Public



STATE OF _____)

: SS

COUNTY OF _____)

On _____, 20____, personally appeared before me, a Notary Public, _____, who acknowledged that ___he executed the above instrument.

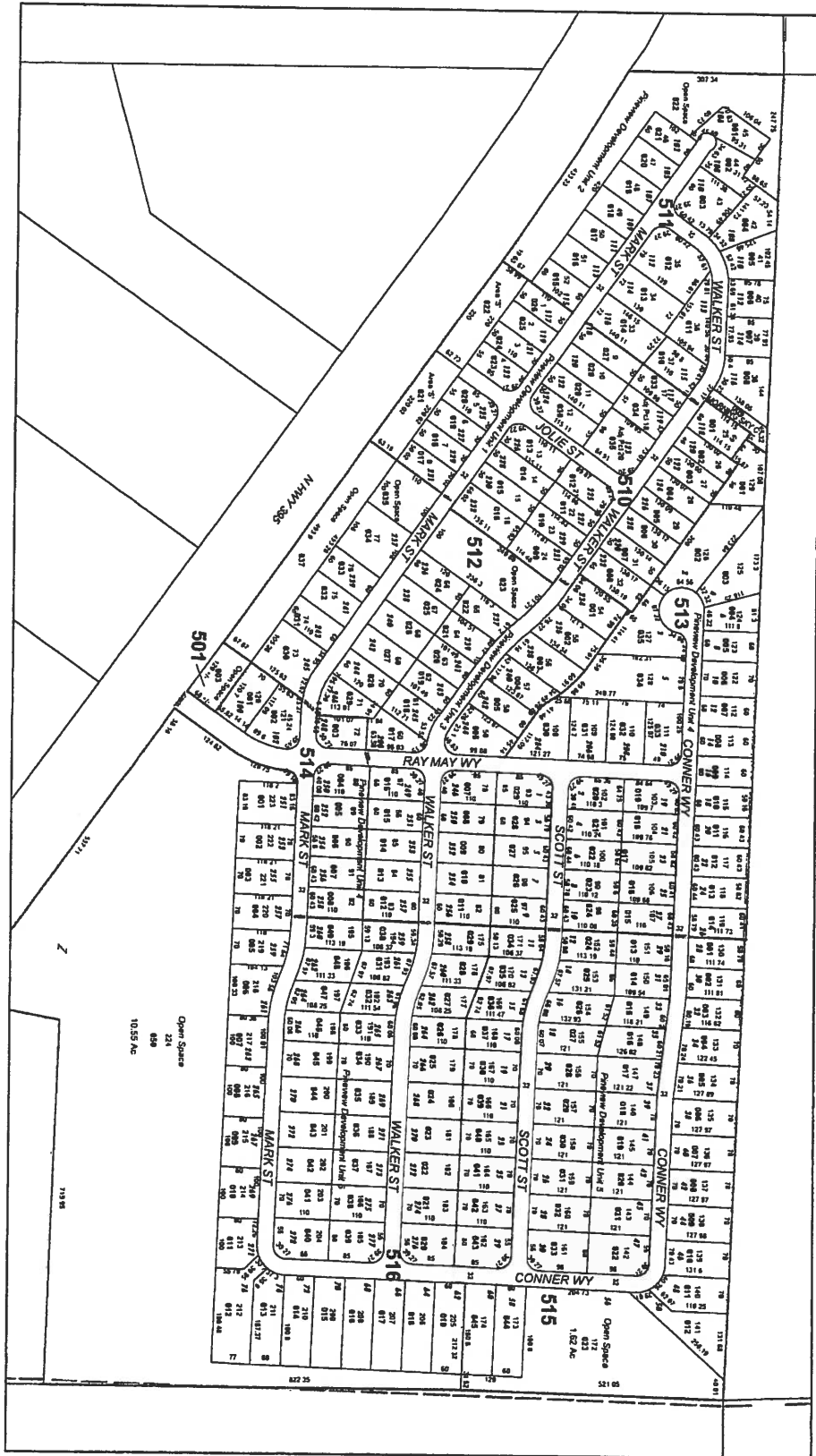
Notary Public



Pine View Subdivision
APN's for Contract of Service
(Quarterly Fees to be paid by HOA)

1121-05-501-003					
<u>Unit 1</u>	<u>Unit 2</u>	<u>Unit 3</u>	<u>Unit 4</u>	<u>Unit 5</u>	<u>Unit 6</u>
1121-05-510-001	1121-05-511-001	1121-05-512-001	1121-05-513-001	1121-05-515-001	1121-05-516-001
1121-05-510-002	1121-05-511-002	1121-05-512-002	1121-05-513-002	1121-05-515-002	1121-05-516-002
1121-05-510-003	1121-05-511-003	1121-05-512-003	1121-05-513-003	1121-05-515-003	1121-05-516-003
1121-05-510-004	1121-05-511-004	1121-05-512-004	1121-05-513-004	1121-05-515-004	1121-05-516-004
1121-05-510-005	1121-05-511-005	1121-05-512-005	1121-05-513-005	1121-05-515-005	1121-05-516-005
1121-05-510-006	1121-05-511-006	1121-05-512-006	1121-05-513-006	1121-05-515-006	1121-05-516-006
1121-05-510-007	1121-05-511-007	1121-05-512-007	1121-05-513-007	1121-05-515-007	1121-05-516-007
1121-05-510-008	1121-05-511-008	1121-05-512-008	1121-05-513-008	1121-05-515-008	1121-05-516-008
1121-05-510-009	1121-05-511-009	1121-05-512-009	1121-05-513-009	1121-05-515-009	1121-05-516-009
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1121-05-510-016	1121-05-511-016	1121-05-512-016	1121-05-513-016	1121-05-515-016	1121-05-516-016
1121-05-510-017	1121-05-511-017	1121-05-512-017	1121-05-513-017	1121-05-515-017	1121-05-516-017
1121-05-510-018	1121-05-511-018	1121-05-512-018	1121-05-513-018	1121-05-515-018	1121-05-516-018
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1121-05-510-023		1121-05-512-023	1121-05-513-023	1121-05-515-023	1121-05-516-023
1121-05-510-024	22 parcels	1121-05-512-024	1121-05-513-024	1121-05-515-024	1121-05-516-024
1121-05-510-025		1121-05-512-025	1121-05-513-025	1121-05-515-025	1121-05-516-025
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1121-05-510-033		1121-05-512-031	1121-05-513-033	1121-05-515-033	1121-05-516-033
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1121-05-510-035		1121-05-512-033	1121-05-513-035	1121-05-515-035	1121-05-516-035
		1121-05-512-034		1121-05-515-036	1121-05-516-036
33 Parcels		1121-05-512-035	1121-05-514-001	1121-05-515-037	1121-05-516-037
		1121-05-512-037	1121-05-514-002	1121-05-515-038	1121-05-516-038
			1121-05-514-003	1121-05-515-039	1121-05-516-039
		36 parcels	1121-05-514-004	1121-05-515-040	1121-05-516-040
			1121-05-514-005	1121-05-515-041	1121-05-516-041
			1121-05-514-006	1121-05-515-042	1121-05-516-042
			1121-05-514-007	1121-05-515-043	1121-05-516-043
			1121-05-514-008	1121-05-515-044	1121-05-516-044
				1121-05-515-045	1121-05-516-045
			43 parcels		1121-05-516-046
				43 parcels	1121-05-516-047
					1121-05-516-048
					1121-05-516-049
					1121-05-516-050
Total Parcels: 225 (includes open space)					
					48 parcels

NOTE: This map is prepared for the use of the Douglas County Assessor, for assessment and illustrative purposes only. It does not represent survey of the premises. No liability is assumed as to the sufficiency or accuracy of the data delineated hereon.



DOUGLAS COUNTY, NEVADA
Assessor's Parcel Map
Douglas County Assessor

Map Legend

- Parcel Boundary
- Subdivision Boundary
- Town Boundary
- Township/Range/Section
- Open Space/Conservation Easements

T 11 N R 21 E

SEC. 5

N 1/2 NE 1/4

1121-055

Parcel Number: 001
Parcel Sub/Seq Number: 110
Parcel Acreage: 10.4c
B.L.N.A.: 1
Parcel Lot Number: 1
Parcel Address: 1101

6 5 4 3 2 1
7 8 9 10 11 12
13 14 15 16 17 18
19 20 21 22 23 24
25 26 27 28 29 30
31 32 33 34 35 36

1 2 3 4 5 6 7 8

Open Space: 10.55 Ac

SCALE: 1" = 200'
REV/D: 1/3/2019

Agenda Item 13

Engineer's Report

Items in this Section Include:

- ✓ *Letter from Bruce Scott dated May 26, 2021*



May 26, 2021

Via email: aburchett@mqsdistrict.org

Ms. Barbara Smallwood, Chairman
and Members of the Board of Trustees
Minden Gardnerville Sanitation District
P.O. Box 568
Minden, Nevada 89423

Subject: Activities during the month of May 2021

Dear Chairman Smallwood and Members of the Board:

May has been a busy month with a number of District projects in various states of activity. The digester repairs are nearing completion, with equipment delivery and final installation of the flare system still to be completed. The belt press project is moving forward. We have received contract documents signed by the contractor, as well as insurance certificates and the appropriate bonds. We are working actively on the contract documents and the CMAR Proposal process for the lining of the GRID interceptor together with the manholes for the entire portion of the interceptor owned and operated by MGSD through the crossing of the Carson river.

Active and soon to be active construction projects include the McDonalds in Minden, the Maverik Station in Gardnerville, La Costa at Monte Vista, the Downs at Monte Vista, the Thoroughbred Crossing development, Stoneridge Villas, and a number of other projects in various stages of approval.

We are continuing to work with staff as available time allows with regard to potential rehabilitation projects on a more modest scale within the Districts existing collection system. I anticipate bringing some of these forward in the not too distant future. We may review the possibility of some pipelining or manhole lining as a piggyback on the work that we are planning for the GRID interceptor rehabilitation. If we have a contractor mobilized, we may want to continue with some of our smaller local projects where the mobilized contractor is particularly qualified to assist.

I am happy to discuss these items further at your convenience, either at the meeting or prior to the meeting if that works better.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bruce R. Scott".

Bruce R. Scott, P.E.
District Engineer

BRS/sb

cc: Bill Peterson, Esq.

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Agenda Item 14

District Manager's Report

Items in this Section Include:

- ✓ *June 2021 District Manager Report*
- ✓ *May 2021 Capacity Report*



Minden Gardnerville Sanitation District
District Manager's Report
June 2021

CAPACITY ALLOCATIONS/PURCHASES:

- 3.412 for Thorobred Crossing
8 for Heybourne Meadows

WILL SERVES LETTERS ISSUED:

- None

Public Records Requests: None

MEETINGS ATTENDED AND SCHEDULED:

- 5/11 Nodus Payment Processing webinar
- 5/17 Pre-con for BDR Construction Industrial Way site
- 5/25 CMAR Interceptor pre-submittal site visit
- 5/26 Zoom meeting with Catherine Hansford
- 5/26-27 Flare startup and operation training with VAREC

VENDORS AND CONTRACTS:

- Signed lease agreement for new office copier

STAFF/OFFICE ITEMS:

- Andy Wagner received his Grade II Wastewater Certification

PROJECTS IN THE DISTRICT:

- Residence 1861 is under construction
- Thorobred Crossing is under construction
- LaCosta at Monte Vista testing is underway

LINE REHABILITATION AND PLANT IMPROVEMENT PROJECTS:

- Flare project is complete
 - Boiler #1 replacement in final stages of completion
 - Gate automation is under construction
-

Respectfully submitted,
Peter V. Baratti, District Manager



Date	Project Name	Address	EDU's Sold	Existing EDU's	Amount Collected			Approved By	Comments
					Capacity	Connection	Total		
5/3/2021	Thorobred Crossing	1321 Hwy 395	3.412	6.86	\$ 12,965.60	\$ 938.30	\$ 13,903.90	Peter	
5/21/2021	Heybourne Meadows	various	8.00	0.00	\$ 30,400.00	\$ 2,200.00	\$ 32,600.00	Board	
TOTAL EDU's SOLD			11.412						
					\$ 43,365.60	\$ 3,138.30	\$ 46,503.90		

Agenda Item 15

Administrative Report by Staff

Items in this Section Include:

- ✓ *Past Due Accounts Summary*

PAST DUE ACCOUNTS SUMMARY

5/28/21

Number of Accounts Past Due/Liens on File:	7 (7 Residential, 0 Commercial)
Total Amount Owing:	\$4,740.41

0 liens were filed and 0 liens were released in May. Nine accounts have been identified for liens and will be filed on in June.

1 account has had water turned off, so billing has been suspended (\$1656.88); all mail is returned – it appears owner is deceased. Payments have been made to the County and to the HOA, so I will research a new mailing address.

1 account the owner is out of the country and we are unable to serve for small claims court; report received that owner is back in the country; notice of small claims filing sent, but no response; filed for small claims but was unable to serve again; water is currently off (\$1114.80). We have been notified that this account is in foreclosure.

All other accounts have liens pending.