



NOTICE OF REGULAR MEETING
TUESDAY, September 2, 2025 5:00 PM.
BOARD ROOM, MGSD TREATMENT PLANT,
1790 HWY. 395, MINDEN, NV 89423

Wastewater Treatment for a Healthy Community and Environment

“Caring for the public health and safety by reliably collecting, treating, and disposing of sewage and wastewater through efficient, cost-effective, and eco-friendly means.”

~ MGSD

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. 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.

4. Chairman’s Comment – Discussion Only, Not For Possible Action

- Discussion may include comments and/or status of projects not covered under an 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 action item)

5. Claims Review and Approval – For Possible Action

- Review and Approval of Bills Paid and Claims Received for July 2025.

6. Minutes Approval – For Possible Action

- Approval of Minutes from the August 5, 2025 Regular Board Meeting.

7. Muller Lane Multimodal Lane – For Possible Action

- Discussion and possible action regarding the Muller Lane Multimodal Trail easement with Douglas County.

8. Douglas County Justice Center Annexation – For Possible Action

- Acceptance of the application for annexation for 57.00 acres located on Buckeye Road (APN 1320-28-000-045) and to set a date for the public hearing of annexation.

9. MGSD Personnel Manual – For Possible Action

- Discussion and possible action regarding updates to the Minden-Gardnerville Sanitation District Personnel Manual, including the creation of a *Paid Parental Leave* policy.

10. 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.

11. 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.

12. Administrative Report by Staff – For Possible Action

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

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

- Discussion may include comments and/or status of projects not covered under an 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 action item)

14. 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.

15. ADJOURNMENT

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 Haley Freeman or Jessica Kneefel at (775) 782-3546, or by email at Staff@mgsdistrict.org or at haley@mgsdistrict.org or at jessica@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>

This notice could not be posted on <https://notice.nv.gov> by the deadline. The site was inaccessible due to a statewide network outage caused by a cyberattack on August 24, 2025.

PLEASE DO NOT REMOVE UNTIL: 9/03/2025

MINDEN-GARDNERVILLE
ACCOUNT SUMMARY STATEMENT
For the One Month Ending, Thursday, July 31, 2025

		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Line #	General Account													
1	Balance 1st day of Month	\$ 34,125.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2	Cash Receipts													
3	User Fees	\$ 336,951.05												\$ 336,951.05
4	Connection Fees	\$ 2,288.00												\$ 2,288.00
5	Capacity Fees													\$ -
6	Permit Fee Income													\$ -
7	Acreage Fees/Annexation Fee													\$ -
8	Consolidated Tax (SCCRT)	\$ 11,221.62												\$ 11,221.62
9	Ad Volorem	\$ 464.52												\$ 464.52
10	Pass-Through Reimbursement	\$ 8,848.75												\$ 8,848.75
11	GRGID	\$ -												\$ -
12	Health Ins Reimbursement	\$ 83.47												\$ 83.47
13	Finance Charge Increase/(Decrease) Accrued													\$ -
14	Wells Fargo Investment Interest	\$ 16,883.84												\$ 16,883.84
15	Misc Income Increase/(Decrease)													\$ -
16	Total Cash Receipts	\$ 376,741.25	\$ -	\$ 376,741.25										
17														
18	Cash Paid Out													
19	Capital Expenses	\$ 6,600.00												\$ 6,600.00
20	Plant Expenses	\$ 69,222.32												\$ 69,222.32
21	Collections Expenses	\$ 2,217.88												\$ 2,217.88
22	Lab Expenses	\$ 4,311.08												\$ 4,311.08
23	Reservoir/Effluent Expenses	\$ 86.56												\$ 86.56
24	General & Administrative	\$ 30,267.41												\$ 30,267.41
25	Payroll-Related Expenses													\$ -
26	Professional Fees	\$ 1,786.30												\$ 1,786.30
27	Total Expenses	\$ 114,491.55	\$ -	\$ 114,491.55										
28														
29	Prepaid Claims Increase/(Decrease)													\$ -
30	Accrued Expenses	\$ -												\$ -
31														
32	Transfer to Other Accounts (Decrease)	\$ (150,000.00)												\$ (150,000.00)
33	Wells Fargo Investment Sweep	\$ 5,016,756.35												
35	Per G/L 10000-111	\$ (3,624.51)												

MINDEN-GARDNERVILLE
ACCOUNT SUMMARY STATEMENT
For the One Month Ending, Thursday, July 31, 2025

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
37 Payroll Account													
38 Balance 1st of Month	\$ 54,990.52		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
39 Transfer from Checking	\$ 150,000.00												\$ 150,000.00
40 Interest	\$ 74.12												\$ 74.12
41	\$ -												\$ -
42 Payroll Expenses	\$ (171,443.57)												\$ (171,443.57)
43 Balance Last day of Month	\$ 33,621.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
46 LGIP POOL Account													
47 Balance 1st of Month	\$ 1,266,139.62		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
48 Transfer from Checking													
49 Interest Earned	\$ 4,556.71												\$ 4,556.71
50 ARRA Payment	\$ (38,583.32)												\$ (38,583.32)
51 Transfer to Other Accounts													
52 Balance Last day of Month	\$ 1,232,113.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
54 ARRA Bond Restricted													
55 Balance 1st of Month	\$ 94,454.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
56 Transfer from Other Accounts													\$ -
57 Interest Earned	\$ 340.08												\$ 340.08
58 Transfer to Other Accounts													
59 Balance Last day of Month	\$ 94,795.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
62 MEEDER Investments													
63 Balance 1st of Month	\$ 5,647,337.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
64 Earned on Investments	\$ 21,191.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,191.98
65 Net Realized Gain/Loss													
66 Investment Fund Fees	\$ (867.59)												\$ (867.59)
67 Transfer to Other Accounts													
68 Balance Last day of Month	\$ 5,667,661.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
69													
70 Petty Cash													
71 Balance 1st of Month	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
72 Expenses													\$ -
73 Reimbursements													\$ -
74 Balance Last day of Month	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
75													
76 TOTAL CASH ALL ACCOUNTS	\$ 12,041,822.85	\$ -											
	\$ 43,046.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,046.73



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
CAPITAL EXPENSES					
Collection System Rehab	\$0.00	\$2,500,000.00	\$2,500,000.00	0.00%	100.00%
Two New Work Trucks	\$117,728.81	\$120,000.00	\$2,271.19	98.11%	1.89%
Rehab Concrete in Primary Clarifier	\$5,009.00	\$1,700,000.00	\$1,694,991.00	0.29%	99.71%
Plant PLC & Infrastucture Replacement	\$0.00	\$300,000.00	\$300,000.00	0.00%	100.00%
Breaker Emergency Repair Reclass 24/25 FY	\$6,600.00		(\$6,600.00)	0.00%	0.00%
Office Addition Design	\$0.00	\$100,000.00	\$100,000.00	0.00%	100.00%
New ERP Software SAAS/Implementation	\$0.00	\$225,000.00	\$225,000.00	0.00%	100.00%
ARRA Reimbursement	\$38,583.32	\$77,167.00	\$38,583.68	50.00%	50.00%
TOTAL	\$167,921.13	\$5,022,167.00	\$4,854,245.87	3.34%	96.66%

CHECK REGISTER - GENERAL

7/1/25 - 7/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	7/1/2025	Michael Hohl Automotive	5999	20250702	16600-030	Truck Purchase	2024 & 2025 Chevrolet Trucks	\$ 88,675.15
2	7/1/2025	Ridezilla Carson City	6000	20250701	16600-030	Truck Purchase	2025 Polaris	\$ 29,053.66
3	7/2/2025	CAD PEST CONTROL SERVICES, INC	6001	103219	50600-010	Repairs & Maintenance	Pest Control	\$ 200.00
4	7/2/2025	Certified Laboratories	EFT-7/2/25-01	9210337	50600-010	Repairs & Maintenance	Mixing Pump Oil for Digester	\$ 461.95
5	7/2/2025	HOME DEPOT CREDIT SERVICES	EFT-7/2/25-02	4241564	50600-010	Repairs & Maintenance	Swamp Cooler	\$ 415.00
6	7/2/2025	Mesa Energy Systems	6002	974012814	50600-010	Repairs & Maintenance	AC Unit Maintenance	\$ 725.00
7	7/2/2025	Michael Hohl Automotive	6003	6616263	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 115.06
8	7/2/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-7/2/25-03	1629	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure Repair & Maint	\$ 1,600.00
9	7/2/2025	COGEN SERVICE	6004	6813	50600-010	Repairs & Maintenance	CoGen Preventative Maint	\$ 2,500.00
10	7/2/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/2/25-04	RN330814	52400-010	Lab Testing	Lab Analysis	\$ 72.00
11	7/2/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/2/25-04	RN330815	52400-010	Lab Testing	Lab Analysis	\$ 72.00
12	7/2/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/2/25-04	RN330773	52400-010	Lab Testing	Lab Analysis	\$ 43.00
13	7/2/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/2/25-04	RN331114	52400-010	Lab Testing	Lab Analysis	\$ 43.00
14	7/2/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/2/25-04	RN331111	52400-010	Lab Testing	Lab Analysis	\$ 66.00
15	7/2/2025	Warren Averett Technology Group, LLC	EFT-7/2/25-05	80695	65310-010	Software Services	Office 365	\$ 637.20
16	7/2/2025	Warren Averett Technology Group, LLC	EFT-7/2/25-05	80864	71500-010	IT/Tech Professional Services	Out of Scope - Mekorma	\$ 4,607.50
17	7/9/2025	BENTLY RANCH	6005	213266	50800-010	Sludge Removal	Biosolids	\$ 363.30
18	7/9/2025	DTS	6006	16508	71500-010	IT/Tech Professional Services	IT Services	\$ 952.00
19	7/9/2025	FIRST CHOICE COFFEE SERVICES	EFT-7/9/25-01	528734	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 44.00
20	7/9/2025	Flyers Energy, LLC	EFT-7/9/25-02	CFS-4296147	51500-010	Truck & Auto Expense	Fuels	\$ 740.65
21	7/9/2025	Frontier	EFT-7/9/25-03	250701	64400-010	Telephone	Cogen Monitoring Line	\$ 108.30
22	7/9/2025	Gardnerville Water Company	EFT-7/9/25-04	4090	51400-010	Collection System - Cleaning/TV/Repair	Construction Water	\$ 74.25
23	7/9/2025	HAVE LIGHTS WILL TRAVEL	6007	126449	50600-010	Repairs & Maintenance	Light Repairs	\$ 1,434.92
24	7/9/2025	JOANA PEREZ	6008	957022	64330-010	Cleaning & Kitchen Supplies	Cleaning Services	\$ 600.00
25	7/9/2025	Monsen Engineering	6009	37800	50600-010	Repairs & Maintenance	GIS Equipment Rental	\$ 900.00
26	7/9/2025	Thatcher Company of Nevada, Inc.	EFT-7/9/25-05	2025400102889	50400-010	Processing Chemicals	Chemicals	\$ 5,280.23
27	7/9/2025	TOWN OF MINDEN	6010	70125	50500-010	Utilities	Water and Trash Service	\$ 978.48
28	7/23/2025	Armorcoat Powder Coating	6011	25124	51700-010	Other Collection System Expense	Clarifier Repairs	\$ 1,211.00
29	7/23/2025	BENTLY RANCH	6012	213299	50800-010	Sludge Removal	Biosolids	\$ 283.50
30	7/23/2025	BENTLY RANCH	6012	213317	50800-010	Sludge Removal	Biosolids	\$ 283.50
31	7/23/2025	CINTAS	ACH07242025	5276207404	50300-010	Safety Equipment & Supplies	First Aid Supplies	\$ 84.24
32	7/23/2025	DOUGLAS COUNTY VEHICLE MAINT	6013	70925	50600-010	Repairs & Maintenance	Vehicle Maintenance	\$ 2,038.71

CHECK REGISTER - GENERAL

7/1/25 - 7/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
33	7/23/2025	Motion Industries, Inc.	6014	NV25-00741042	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 98.22
34	7/23/2025	Motion Industries, Inc.	6014	NV25-00741416	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 3,385.73
35	7/23/2025	Nevada State Bank	EFT-7/23/25-1	AM061225	50700-010	Other Plant Expense	iPhone Storage	\$ 2.99
36	7/23/2025	Nevada State Bank	EFT-7/23/25-1	AM063025	50700-010	Other Plant Expense	Vehicle Registration	\$ 12.00
37	7/23/2025	Nevada State Bank	EFT-7/23/25-1	PB061125	50700-010	Other Plant Expense	Truck Maintenance	\$ 26.99
38	7/23/2025	Nevada State Bank	EFT-7/23/25-1	CS070125	64500-010	Postage	UPS Shipping	\$ 244.33
39	7/23/2025	Nevada State Bank	EFT-7/23/25-1	CB061925	52300-010	Lab Supplies	Lab Supplies	\$ 687.39
40	7/23/2025	Nevada State Bank	EFT-7/23/25-1	AW062325	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 319.98
41	7/23/2025	Nevada State Bank	EFT-7/23/25-1	JW060425	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 34.15
42	7/23/2025	Nevada State Bank	EFT-7/23/25-1	LG060425	65310-010	Software Services	Mekorma Software	\$ 7,300.00
43	7/23/2025	Nevada State Bank	EFT-7/23/25-1	LKG062525	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 98.00
44	7/23/2025	Nevada State Bank	EFT-7/23/25-1	LG062825	64500-010	Postage	Postage	\$ 20.99
45	7/23/2025	Nevada State Bank	EFT-7/23/25-1	NQ061025	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 51.99
46	7/23/2025	Nevada State Bank	EFT-7/23/25-1	NQ062325	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 62.35
47	7/23/2025	Nevada State Bank	EFT-7/23/25-1	NQ062725	64330-010	Cleaning & Kitchen Supplies	Cleaning Supplies	\$ 37.02
48	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060425	51500-010	Truck & Auto Expense	Fuels	\$ 18.39
49	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060525	64300-010	Office Supplies & Expense	Toner Cartridges	\$ 139.89
50	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060525-2	64330-010	Cleaning & Kitchen Supplies	Kitchen and Cleaning Supplies	\$ 266.85
51	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060725	64300-010	Office Supplies & Expense	Toner Cartridges	\$ 569.78
52	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060925	64300-010	Office Supplies & Expense	Office Supplies	\$ 79.99
53	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM061325	64300-010	Office Supplies & Expense		\$ 95.98
54	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM062425	65310-010	Software Services	Adobe	\$ 34.99
55	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM062525	64300-010	Office Supplies & Expense	Office Supplies	\$ 158.63
56	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM062525-2	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 22.94
57	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM062525-3	64300-010	Office Supplies & Expense	Office Supplies	\$ 47.93
58	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM063025	64300-010	Office Supplies & Expense	Office Supplies	\$ 143.98
59	7/23/2025	Nevada State Bank	EFT-7/23/25-1	JK060525	64300-010	Office Supplies & Expense	Toner Cartridges	\$ 284.89
60	7/23/2025	Nevada State Bank	EFT-7/23/25-1	JK061225	65100-010	Other Administration Expense	ENR Annual Subscription	\$ 99.99
61	7/23/2025	Nevada State Bank	EFT-7/23/25-1	JK062825	65100-010	Other Administration Expense	Chamber of Commerce Membership	\$ 140.00
62	7/23/2025	Nevada State Bank	EFT-7/23/25-1	DK061225	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 467.98
63	7/23/2025	Nevada State Bank	EFT-7/23/25-1	DK061725	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 7.59

CHECK REGISTER - GENERAL

7/1/25 - 7/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
64	7/23/2025	Nevada State Bank	EFT-7/23/25-1	HM060825	64300-010	Office Supplies & Expense	Office Supplies	\$ 21.51
65	7/23/2025	NWEA	6015	250722	50700-010	Other Plant Expense	Operator Renewal	\$ 130.00
66	7/23/2025	COGEN SERVICE	6016	6818	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 2,500.00
67	7/23/2025	Underground Service Alert	6017	2025153459	12800-010	Prepaid Expenses	Annual Membership	\$ 1,675.67
68	7/23/2025	WesTech	6018	PS-INV107378	50600-010	Repairs & Maintenance	Clarifier Repairs	\$ 11,689.21
69	7/24/2025	AT&T MOBILITY	EFT-7/24/25-01	X07192025	64400-010	Telephone	Cell Phones	\$ 988.32
70	7/24/2025	Flyers Energy, LLC	EFT-7/24/25-02	CFS-4313362	51500-010	Truck & Auto Expense	Fuels	\$ 695.88
71	7/24/2025	LEAF	EFT-7/24/25-03	18656114	65300-010	Office Equipment/Hardware	Copier Lease	\$ 396.69
72	7/24/2025	NV Energy	EFT-7/24/25-04	179025711	50500-010	Utilities	Plant Energy	\$ 13,027.66
73	7/24/2025	NV Energy	EFT-7/24/25-05	800250711	55300-010	Reservoir & Pump Utilities	Pump Station Energy	\$ 86.56
74	7/24/2025	Polydyne	EFT-7/24/25-06	1944723	50400-010	Processing Chemicals	Polymer	\$ 8,694.00
75	7/24/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-7/24/25-07	1631	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure Repair & Maint	\$ 1,600.00
76	7/24/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-7/24/25-07	1632	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure Repair & Maint	\$ 4,167.00
77	7/24/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-7/24/25-07	1633	50600-010	Repairs & Maintenance	New submersible pump design	\$ 2,875.00
78	7/24/2025	RESOURCE CONCEPTS, INC.	EFT-7/24/25-08	25-0742	71200-010	Engineering	District Business	\$ 901.25
79	7/24/2025	RESOURCE CONCEPTS, INC.	EFT-7/24/25-08	25-0746	71200-010	Engineering	Minden Boat/RV Plan Review	\$ 1,882.50
80	7/24/2025	RESOURCE CONCEPTS, INC.	EFT-7/24/25-08	25-0743	71200-010	Engineering	CMAR Contract	\$ 4,355.00
81	7/24/2025	RESOURCE CONCEPTS, INC.	EFT-7/24/25-08	25-0747	71200-010	Engineering	Belly Acres Annexation	\$ 1,368.75
82	7/24/2025	RESOURCE CONCEPTS, INC.	EFT-7/24/25-08	25-0738	71200-010	Engineering	Maverik Gville Plan Review	\$ 1,826.25
83	7/24/2025	Ring Central Inc	EFT-7/24/25-09	CD_001170630	64400-010	Telephone	June-July VOIP	\$ 327.43
84	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331297	52400-010	Lab Testing	Lab Analysis	\$ 43.00
85	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331176	52400-010	Lab Testing	Lab Analysis	\$ 72.00
86	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331172	52400-010	Lab Testing	Lab Analysis	\$ 100.00
87	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331798	52400-010	Lab Testing	Lab Analysis	\$ 43.00
88	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331708	52400-010	Lab Testing	Lab Analysis	\$ 72.00
89	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331692	52400-010	Lab Testing	Lab Analysis	\$ 72.00
90	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331483	52400-010	Lab Testing	Lab Analysis	\$ 43.00
91	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331707	52400-010	Lab Testing	Lab Analysis	\$ 72.00
92	7/24/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-7/24/25-10	RN331691	52400-010	Lab Testing	Lab Analysis	\$ 72.00
93	7/24/2025	SNELL & WILMER, LLP	EFT-7/24/25-11	2990452	71100-010	Legal	Legal Services	\$ 3,220.00
94	7/24/2025	SOUTHWEST GAS CORP	EFT-7/24/25-12	250701	50500-010	Utilities	Southwest Gas	\$ 394.69

CHECK REGISTER - GENERAL

7/1/25 - 7/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
95	7/24/2025	Thatcher Company of Nevada, Inc.	EFT-7/24/25-13	2025400103205	50400-010	Processing Chemicals	Chemicals	\$ 5,535.35
96	7/30/2025	Accruent, LLC	6019	INVUS130008	12800-010	Prepaid Expenses	Annual MC Epress 3-Users	\$ 1,394.12
97	7/30/2025	BENTLY RANCH	6020	213330	50800-010	Sludge Removal	Biosolids	\$ 295.96
98	7/30/2025	CAD PEST CONTROL SERVICES, INC	6021	110217	50600-010	Repairs & Maintenance	Pest Control	\$ 200.00
99	7/30/2025	HDR, INC.	6022	1200736833	16800-070	Rehab Concrete in Primary Clarifier 1 & 2	Concrete Rehab Engineering	\$ 5,009.00
100	7/30/2025	N&S Tractor	6023	WP00108	50600-010	Repairs & Maintenance	Loader Repair Code/Alarm	\$ 1,677.87
101	7/30/2025	Nevada Public Agency Insurance Pool	6024	7185	50600-020	R&M Main Breaker Failure Repair Costs	Deductible Breaker Failure	\$ 5,000.00
102	7/30/2025	THE PARTS HOUSE	6025	204583	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 13.88
103	7/30/2025	WESTERN NEVADA SUPPLY	6026	11776505-1	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 345.32
Total Amount of Checks (53 Checks/EFT)								\$ 242,509.40

Legend:

Capital Purchase
Breaker Failure Costs

CHECK REGISTER - PAYROLL

7/1/25 - 7/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	7/3/2025	State Coll & Disb Unit - SCADU	ACH-7/3/25-01	36-072025	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
2	7/3/2025	Voya Financial	ACH-7/3/25-02	06062025	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 2,485.00
3	7/3/2025	Wells Fargo 941	ACH-070325-941	PIP133	20300-010	Accrued Payroll Taxes	FED 941 7/3/2025 STAFF	\$ 7,041.51
4	7/3/2025	Wells Fargo 941	ACH-070325-941	PIP134	20300-010	Accrued Payroll Taxes	FED 941 7/3/2025 STAFF	\$ 54.47
5	7/3/2025	WF Used for Direct Deposit	ACH-070325-DD	PIP130	10000-116	Cash - Payroll Checking - Wells Fargo	DD 7/3/2025 STAFF	\$ 39,449.65
6	7/3/2025	WF Used for Direct Deposit	ACH-070325-DD	PIP131	10000-116	Cash - Payroll Checking - Wells Fargo	DD 7/3/2025 STAFF	\$ 711.11
7	7/15/2025	JD	EFT-7/15/25-01	011525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JD	\$ 380.89
8	7/15/2025	BF	EFT-7/15/25-02	011525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - BF	\$ 519.43
9	7/15/2025	JH	EFT-7/15/25-03	121624	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JH	\$ 86.16
10	7/15/2025	FJ	EFT-7/15/25-04	011525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - FJ	\$ 366.21
11	7/15/2025	TS	EFT-7/15/25-05	011525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - TS	\$ 364.48
12	7/15/2025	SK	EFT-7/15/25-06	011525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - SK	\$ 58.78
13	7/18/2025	State Coll & Disb Unit - SCADU	ACH-7/18/25-01	36-07182025	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
14	7/18/2025	Voya Financial	ACH-7/18/25-02	07182025	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 2,535.00
15	7/18/2025	Wells Fargo 941	ACH-071825-941	PIP135	20300-010	Accrued Payroll Taxes	FED 941 7/18/2025 STAFF	\$ 7,118.71
16	7/18/2025	WF Used for Direct Deposit	ACH-071825-DD	PIP132	10000-116	Cash - Payroll Checking - Wells Fargo	DD 7/18/2025 STAFF	\$ 39,257.73
17	7/21/2025	Public Agency Compensation Trust	EFT-7/21/25-01	072125	50200-010	Payroll Taxes & Employee Benefits	4th Qtr 24-25 FY Audit Bal Due	\$ 9,031.50
18	7/30/2025	HealthEquity - ACH	ACH-7/30/25-01	HSA07312025	50200-010	Payroll Taxes & Employee Benefits	July HSA Contributions	\$ 1,916.64
19	7/30/2025	HOMETOWN HEALTH	ACH-7/30/25-02	77101-052	80900-010	Retiree Health Insurance Premiums	JuLY 2025 Health Insurance	\$ 1,414.84
20	7/30/2025	HOMETOWN HEALTH	ACH-7/30/25-02	77101-052	50200-020	Medical Benefits	JuLY 2025 Health Insurance	\$ 19,206.54
21	7/30/2025	METLIFE - GROUP BENEFITS	ACH-7/30/25-03	TS05138807	80900-010	Retiree Health Insurance Premiums	Dental & Life Insurance	\$ 385.76
22	7/30/2025	METLIFE - GROUP BENEFITS	ACH-7/30/25-03	TS05138807	50200-020	Medical Benefits	Dental & Life Insurance	\$ 1,326.49
23	7/30/2025	Nevada State Treasurer's Office	ACH-7/30/25-04	36-0725	50200-010	Payroll Taxes & Employee Benefits	CS Handling Fee - Monthly	\$ 4.00
24	7/30/2025	Public Employees Retirement System	ACH-7/30/25-05	P0725	50200-010	Payroll Taxes & Employee Benefits	Monthly NV PERS - July-2025	\$ 31,898.38
25	7/30/2025	State Coll & Disb Unit - SCADU	ACH-7/30/25-01	36-07302025	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
26	7/30/2025	VSP VISION CARE, INC (AT)	ACH-7/30/25-06	823245969	80900-010	Retiree Health Insurance Premiums	Vision Insurance - August 2025	\$ 91.44
27	7/30/2025	VSP VISION CARE, INC (AT)	ACH-7/30/25-06	823245969	50200-020	Medical Benefits	Vision Insurance - August 2025	\$ 146.46
28	7/30/2025	Voya Financial	ACH-7/30/25-02	08012025	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 2,535.00
29	7/31/2025	Wells Fargo 941	ACH-073125-941	PIP136	20300-010	Accrued Payroll Taxes	FED 941 7/31/2025 BRD	\$ 234.50
30	7/31/2025	WF Used for Direct Deposit	ACH-073125-BRD	PIP133	10000-116	Cash - Payroll Checking - Wells Fargo	DD 7/31/2025 BOARD	\$ 2,332.75

Total Amount of ACH (27 EFT/ACH)

\$ 171,443.57



MINDEN-GARDNERVILLE SANITATION DISTRICT
 Expenses versus Annual Budget
 For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
1 PAYROLL					
2 Salaries	\$103,416.53	\$1,392,502.00	\$1,289,085.47	7.43%	92.57%
3 Payroll Taxes & Employee Benefits	\$68,682.38	\$951,598.00	\$882,915.62	7.22%	92.78%
4 TOTAL PAYROLL	\$172,098.91	\$2,344,100.00	\$2,172,001.09	7.34%	92.66%



MINDEN-GARDNERVILLE SANITATION DISTRICT
 Expenses versus Annual Budget
 For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
5 OPERATIONAL EXPENSES					
6 PLANT EXPENSES					
7 Safety	\$1,044.13	\$16,500.00	\$15,455.87	6.33%	93.67%
8 Plant Supplies (Processing Chemicals)	\$23,097.40	\$162,750.00	\$139,652.60	14.19%	85.81%
9 Utilities	\$9,189.71	\$195,750.00	\$186,560.29	4.69%	95.31%
10 Repairs & Maintenance	\$34,270.33	\$300,000.00	\$265,729.67	11.42%	88.58%
11 Mosquito Abatement		\$5,000.00	\$5,000.00	0.00%	100.00%
12 Other Plant Expense	\$344.49	\$6,500.00	\$6,155.51	5.30%	94.70%
13 Sludge Removal	\$1,226.26	\$18,000.00	\$16,773.74	6.81%	93.19%
14 Education	\$50.00	\$15,000.00	\$14,950.00	0.33%	99.67%
15 TOTAL O & P EXPENSES	\$69,222.32	\$719,500.00	\$650,277.68	9.62%	90.38%



MINDEN-GARDNERVILLE SANITATION DISTRICT
 Expenses versus Annual Budget
 For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
16 COLLECTION EXPENSES					
17 Collection System - Supplies		\$8,000.00	\$8,000.00	0.00%	100.00%
18 Collection System - Cleaning/ TV / Repair & Maintenance	\$663.73	\$10,000.00	\$9,336.27	6.64%	93.36%
19 Truck & Auto Expense (Fuels)	\$1,554.15	\$15,000.00	\$13,445.85	10.36%	89.64%
20 Other Collection System Expense		\$2,000.00	\$2,000.00	0.00%	100.00%
21 TOTAL COLLECTION EXPENSES	\$2,217.88	\$35,000.00	\$32,782.12	6.34%	93.66%



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
22 LAB EXPENSES					
23 Lab Supplies	\$3,225.08	\$9,000.00	\$5,774.92	35.83%	64.17%
24 Lab Testing	\$1,086.00	\$22,000.00	\$20,914.00	4.94%	95.06%
25 Lab Permitting		\$3,000.00	\$3,000.00	0.00%	100.00%
26 Lab Repairs & Maintenance		\$13,500.00	\$13,500.00	0.00%	100.00%
27 Other Lab Expenses		\$1,500.00	\$1,500.00	0.00%	100.00%
28 Pretreatment Testing		\$8,000.00	\$8,000.00	0.00%	100.00%
29 TOTAL LAB EXPENSES	\$4,311.08	\$57,000.00	\$52,688.92	7.56%	92.44%



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
30 RESERVOIR/EFFLUENT EXPENSES					
31 Effluent Management - Repairs & Maintenance		\$18,000.00	\$18,000.00	0.00%	100.00%
32 Effluent Management - Utilities	\$86.56	\$50,000.00	\$49,913.44	0.17%	99.83%
33 TOTAL RERVOIR/EFFLUENT EXPENSES	\$86.56	\$68,000.00	\$67,913.44	0.13%	99.87%



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
For the One Month Ending Thursday, July 31, 2025

YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
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34 GENERAL & ADMINISTRATIVE EXPENSES

35 Office Supplies & Expense	\$132.64	\$9,000.00	\$8,867.36	1.47%	98.53%
36 Training/Education Expense		\$6,000.00	\$6,000.00	0.00%	100.00%
37 Cleaning & Kitchen Supplies	\$822.10	\$11,000.00	\$10,177.90	7.47%	92.53%
38 Statement Billing Supplies	\$2,722.63	\$8,000.00	\$5,277.37	34.03%	65.97%
39 Bank Charges	\$1,405.19	\$25,000.00	\$23,594.81	5.62%	94.38%
40 Telephone & Internet	\$1,822.98	\$25,000.00	\$23,177.02	7.29%	92.71%
41 Postage	\$3,597.73	\$6,000.00	\$2,402.27	59.96%	40.04%
42 Advertising & Publication	\$1,447.58	\$4,000.00	\$2,552.42	36.19%	63.81%
43 Software Services	\$6,435.32	\$80,000.00	\$73,564.68	8.04%	91.96%
44 Travel & Per Diem		\$10,000.00	\$10,000.00	0.00%	100.00%



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
45 Bad Debts		\$1,000.00	\$1,000.00	0.00%	100.00%
46 A/R Collection Expense		\$2,000.00	\$2,000.00	0.00%	100.00%
47 Insurance & Bonding	\$10,986.24	\$154,318.00	\$143,331.76	7.12%	92.88%
48 Other Administration Expense	\$39.00	\$4,000.00	\$3,961.00	0.98%	99.03%
49 Filing Fees & Permits	\$856.00	\$12,000.00	\$11,144.00	7.13%	92.87%
50 Office Equipment (Hardware)		\$11,000.00	\$11,000.00	0.00%	100.00%
51 TOTAL G&A	\$30,267.41	\$368,318.00	\$338,050.59	8.22%	91.78%



MINDEN-GARDNERVILLE SANITATION DISTRICT
 Expenses versus Annual Budget
 For the One Month Ending Thursday, July 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
52 PROFESSIONAL FEES					
53 Legal		\$60,000.00	\$60,000.00	0.00%	100.00%
54 Engineering		\$75,000.00	\$75,000.00	0.00%	100.00%
55 IT/Tech Professional Services	\$1,786.30	\$30,000.00	\$28,213.70	5.95%	94.05%
56 Accounting & Audit		\$31,500.00	\$31,500.00	0.00%	100.00%
57 TOTAL PROFESSIONAL FEES	\$1,786.30	\$196,500.00	\$194,713.70	0.91%	99.09%
58 TOTAL ALL OPERATIONS EXPENSES	\$107,891.55	\$1,444,318.00	\$1,336,426.45	7.47%	92.53%

Agenda Item 3

District Manager's Report

Items in this Section Include:

- ✓ *September 2025 District Manager's Report*
- ✓ *Capacity Report for August 2025*



**Minden Gardnerville Sanitation District
District Manager's Report
September 2, 2025**

CAPACITY ALLOCATIONS/PURCHASES:

- 5 EDU's

VENDORS AND CONTRACTS:

- None

WILL SERVES LETTERS ISSUED:

- None

STAFF/OFFICE ITEMS:

- None

MEETINGS ATTENDED AND SCHEDULED:

- 8/7 Pineview Estates pre-con with Douglas County, RCI & Aspen
- 8/12 Field Meeting with JD Frisbee with Town of Minden for 10th Street
- 8/14 Meeting with Reno Rendering
- 8/21 Pineview Estates monthly update
- 8/27 Meeting with Smart Cover regarding our current system and future needs

PROJECTS IN THE DISTRICT:

- Monte Vista Town Homes
- Pineview force main

LINE REHABILITATION AND PLANT IMPROVEMENT PROJECTS:

- Primary Clarifier #3 repair is complete; we are filling and prepping for a test run
- 10th & Mono sewer repair is complete but we need to finish paving and slurry seal
- Prepping for odor control media replacement
- Progressing on SCADA system construction
- Progressing on breaker repair, shunt trip mechanism received from the manufacturer

OTHER:

- We've been communicating with HDR regarding a dig# concrete rehab to clarifier rehab project in Spring 2026.
- We had a brief discussion with RCI regarding the MGSD Code; we would like to start adding language for ADU's as well as simplify how we conduct our EDU/Fixture counts for capacity calculation.

Respectfully submitted,
Peter V. Baratti, District Manager



**MONTHLY REPORT OF
CAPACITY SOLD
For the month of August 2025**

Date	Project Name	Developer	Address	EDU's Sold	Existing EDU's	Amount Collected		Approved By	Comments
						Capacity	Total		
8/11/2025	Downs at Monte Vista	Santa Ynez	Multiple	4.00		\$ 23,100.00	\$ 23,100.00		
8/8/2025	Mackland	Ridgeline Development	1590 Deseret Dr	1.00		\$ 1,400.00	\$ 1,400.00		Capacity price is set via contractual agreement
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
						\$ -	\$ -		
			TOTAL EDU's SOLD	5.000		\$ 24,500.00	\$ 24,500.00		

Agenda Item 6

August 5th 2025 Regular Meeting Minutes

Items in this Section Include:

- ✓ *August 5th 2025 Regular Meeting Minutes*



**Board of Trustees
Minutes of Regular Meeting
Tuesday, August 5, 2025**

5:00 P.M. | Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Ted Thran
Sondra Condron
Chris Shorten
Michele Wagner
Daniel Griffith

Board Members Absent:

None

Staff Members Present:

Peter Baratti
Bill Peterson
Claude Church
LaVonne Ghanavati
Haley Freeman
Jessica Kneefel
Bruce Scott
Erik Novak

Staff Members Absent:

Cliff Simpson

Others Present: Brian McEvilly, Greg Reed, Rob Anderson

1. Meeting called to order at 5:00 p.m. by Ted Thran.

2. Public Comment: There was no public comment.

3. District Manager's Report: Mr. Baratti mentioned that the District should expect more projects to be built in the collection system. Mr. Shorten asked about Waterworth software; discussion followed.

Greg Reed commented that GRGID uses Waterworth and discussed their experience with the software.

4. Chairman's Comment: There was no chairman's comment.

5. Claims Review and Approval: Trustee Condron congratulated staff on being right under budget for Fiscal Year 24-25.

Motion: To approve the claims received in June 2025 in the amount of \$464,971.36 and the payroll-related expenses paid during June 2025 in the amount of \$156,084.39

Made by: Michele Wagner

Seconded by: Sondra Condron

Vote: Motion carried.

Ayes: Thran, Condron, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None



6. Minutes of July 1st, 2025 Regular Board Meeting: Haley Freeman said that the wrong suite number was included on the Juice It Up motion during the July 1st, 2025 meeting. She will correct this.

Motion: To approve the minutes of the July 1st 2025 Regular Board Meeting with the noted correction.

Made by: Sondra Condrón

Seconded by: Chris Shorten

Vote: Motion carried.

Ayes: Thran, Condrón, Shorten, Wagner

Nays: None

Abstain: Griffith

Absent: None

7. Belly Acres Annexation: Mr. Baratti commented that remaining fees and passthroughs will need to be paid to the District before the annexation agreement can be finalized. Rob Anderson said he didn't have much further to add, and that Wilson Engineers will pay the fees and passthroughs as they are invoiced.

Motion: Motion to approve the annexation from Belly Acres LLC for the annexation of 4.45 acres located on Giles Lane in Gardnerville, APN 1320-33-402-079. All rules, regulations and requirements of MGSD are to be met and all fees paid.

Made by: Chris Shorten

Seconded by: Michele Wagner

Vote: Motion carried.

Ayes: Thran, Condrón, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None

8. 1654 Mono Ave Sewer Repair: Mr. Baratti reported that 1654 Mono Ave has recognized a problem with their sewer line, which he believes occurred when the lines were constructed back in the 1990's. He expressed to the Board that this issue is a potential public health and safety concern, and that MGSD should start repairs. The Board agreed, and discussion followed.

Motion: Motion to begin sewer repairs for 1654 Mono Ave, APN 1320-30-819-002 owned by Brian McEvilly.

Made by: Dan Griffith

Seconded by: Sondra Condrón

Vote: Motion carried.

Ayes: Thran, Condrón, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None



9. MGSD Personnel Manual: Jessica Kneefel and Haley Freeman presented changes to the personnel manual and participated in discussion regarding the creation of a paid parental leave policy. Staff and the Board agreed to continue the item to the September 2, 2025 Regular Board Meeting.

Motion: Motion to continue Item 9 to the September 2, 2025 Regular Board Meeting.

Made by: Chris Shorten

Seconded by: Sondra Condron

Vote: Motion carried.

Ayes: Thran, Condron, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None

10. Attorney-Client Conference: Bill Peterson had nothing new to report.

11. Engineer's Report: Erik Novak reported that Q&D finished the CCTV for the line rehabilitation, and that he has is reviewing the footage. He reported he received a revision for the Villagio Apartments, and he will be reviewing the plans.

12. Administrative Report by Staff: There was no comment.

13. Board Comment: Trustee Condron asked if a Board tour of the plant could be scheduled in September. The Board and Staff agreed to schedule the tour at the September Regular Board Meeting.

14. Public Comment: There was no public comment.

15. Meeting adjourned 6:03p.m.

Approved by the Board of Trustees as presented on:

_____ By _____
Date Haley Freeman, District Secretary

Agenda Item 8

Douglas County Justice Center Annexation

Items in this Section Include:

- ✓ *Annexation Application for Douglas County Justice Center*
- ✓ *Annexation Exhibit*
- ✓ *Title Report*
- ✓ *Vicinity Map*



PETITION FOR ANNEXATION/CONTRACT OF SERVICE

Owner's Representative:

Name: Robert O. Anderson, Principal Engineer

Firm Name: Wilson Engineers LLC

Address: 1603 Esmeralda Ave

City: Minden State NV Zip Code 89423

Phone No. 775.782.2322 Fax No. _____

AUTHORITY TO REPRESENT

To whom it may concern:

I, Jennifer Davidson, Doulgas County Manager, hereby authorize the above named representative, Robert O. Anderson, PE, CFM, WRS, Principal Engineer, 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, Wilson Engineers LLC.

This authority to represent shall commence upon the date of execution herein and shall continue up to and including October 31, 2025, unless otherwise revoked by written notice from me.

IN WITNESS WHEREOF, I have executed this Authorization to Represent on this _____ day of _____, 2025.



PETITION FOR ANNEXATION/CONTRACT OF SERVICE

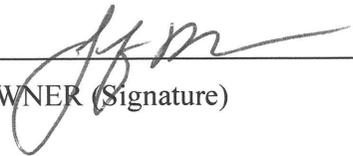
Acknowledgement of Fee Owners

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: 7/23/2025

Jenifer Davidson
County Manager of Douglas County

OWNER (Print Name)


OWNER (Signature)

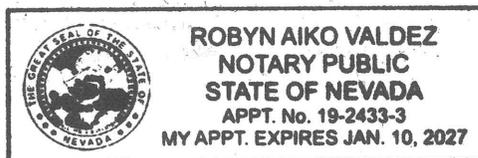
STATE OF Nevada)

: SS

COUNTY OF Douglas)

On July 23, 2025 personally appeared before me, a Notary Public, Jenifer Davidson, County Manager of Douglas County, who acknowledged that she executed the above instrument.


Notary Public



**AREA TO BE ANNEXED
(A.P.N.1320-28-000-045)**

All that real property situate in the County of Douglas, State of Nevada, described as follows:

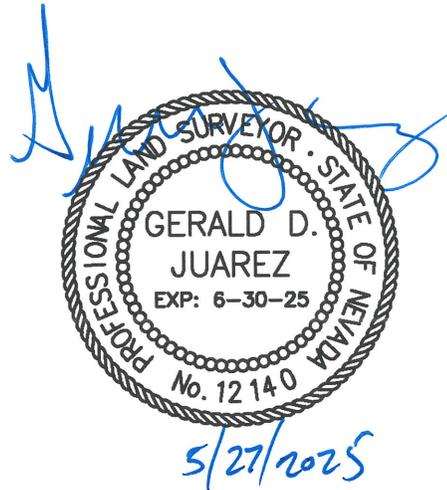
A parcel of land located within the northeast one-quarter (NE 1/4) of Section 28(SEC. 28, Township 13 North, Range 20 East, Mount Diablo Meridian, (T.13N., R.20E., M.D.M.), more particularly described as follows:

Being Adjusted Parcel 17 as shown on the Record of Survey to Support a Boundary Line Adjustment for Park Ranch Holdings, LLC, filed for record June 13, 2022, in the office of Recorder, Douglas County, Nevada as Document No. 986230.

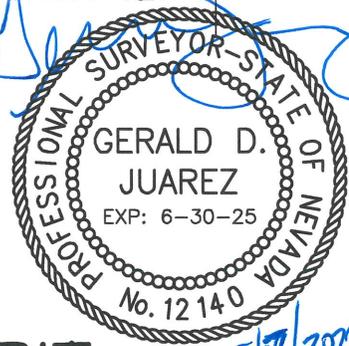
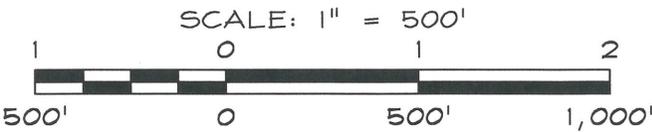
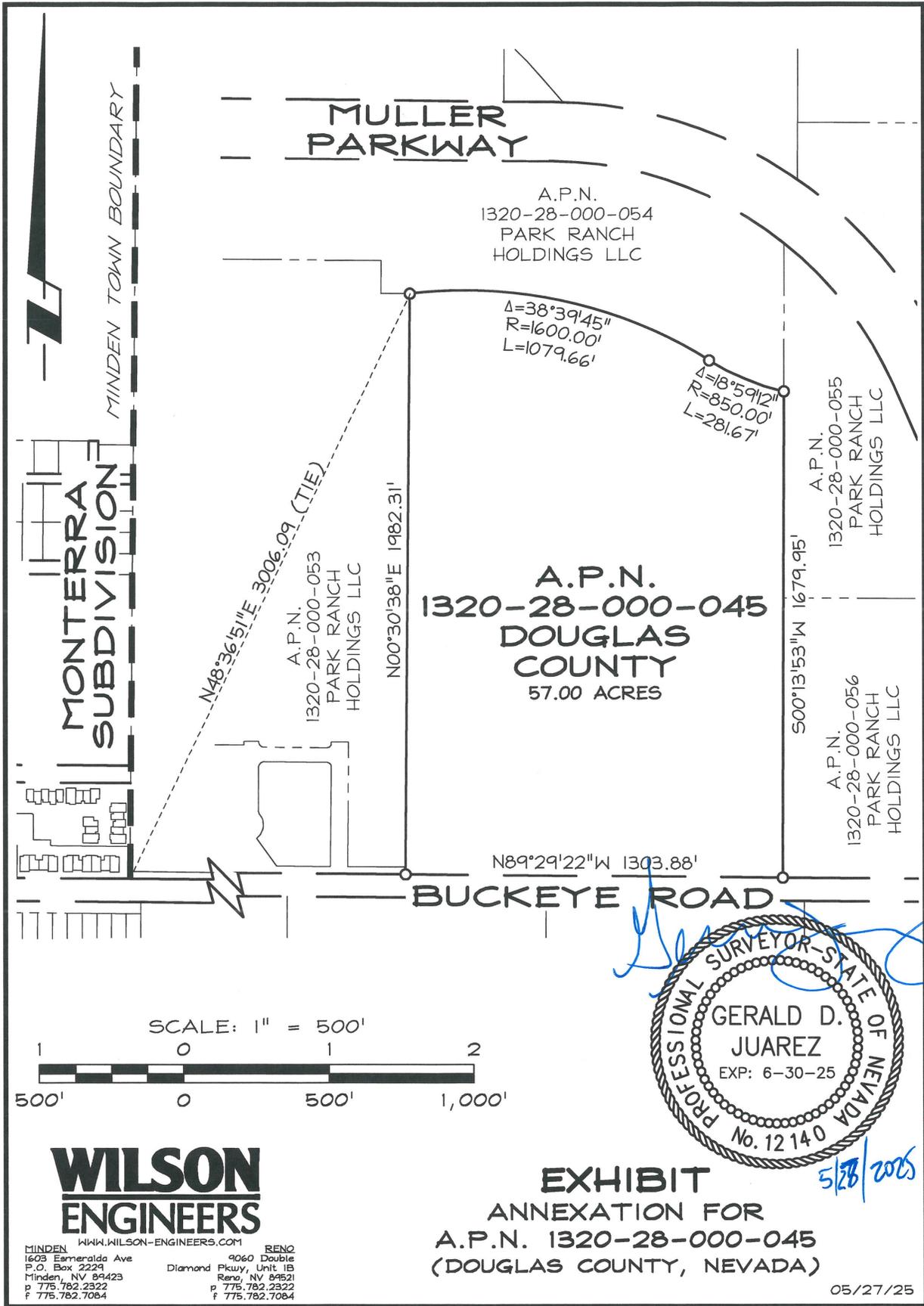
Containing 57.00 acres of land, more or less.

The basis of bearing for this description is identical to said Document No. 986230, rotated to Modified Nevada State Plane coordinate system, West Zone based on North American Datum of 1983/2011, (NAD 83/2011), as determined using Real Time Kinematic (RTK) GPS observations.

Prepared By: Wilson Engineers, LLC
Gerald D. Juarez P.L.S. 12140
P.O. Box 2229
Minden, Nevada 89423



Y:\Client Files\2500119\2500119\CAD\Survey\Exhibits\2500119 Annex Exhibit.dwg 5/27/2025 3:01:27 PM Rina Kampy



WILSON
ENGINEERS

WWW.WILSON-ENGINEERS.COM
 MINDEN 1605 Esmeralda Ave P.O. Box 2224 Minden, NV 89423 p 775.782.2322 f 775.782.7084
 RENO 9060 Double Diamond Pkwy, Unit 1B Reno, NV 89521 p 775.782.2322 f 775.782.7084

EXHIBIT
ANNEXATION FOR
A.P.N. 1320-28-000-045
(DOUGLAS COUNTY, NEVADA)

5/28/2025

05/27/25



CLTA GUARANTEE FACE PAGE

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, AND THE GUARANTEE CONDITIONS ATTACHED HERETO AND MADE A PART OF THIS GUARANTEE,

CHICAGO TITLE INSURANCE COMPANY
a corporation, herein called the Company

GUARANTEES

the Assured named in Schedule A of this Guarantee

against loss or damage not exceeding the Amount of Liability stated in Schedule A sustained by the Assured by reason of any incorrectness in the Assurances set forth in Schedule A.

Chicago Title Insurance Company

Countersigned:

By: 

Authorized Signature

By:



Michael J. Nolan
President

ATTEST:



Marjorie Nemzura
Secretary

GUARANTEE EXCLUSIONS AND CONDITIONS (06-05-14)

EXCLUSIONS FROM COVERAGE

Except as expressly provided by the assurances in Schedule A, the Company assumes no liability for loss or damage by reason of the following:

- (a) Defects, liens, encumbrances, adverse claims or other matters affecting the title to any property beyond the lines of the Land.
- (b) Defects, liens, encumbrances, adverse claims or other matters, whether or not shown by the Public Records (1) that are created, suffered, assumed or agreed to by one or more of the Assureds; or (2) that result in no loss to the Assured.
- (c) Defects, liens, encumbrances, adverse claims or other matters not shown by the Public Records.
- (d) The identity of any party shown or referred to in any of the schedules of this Guarantee.
- (e) The validity, legal effect or priority of any matter shown or referred to in any of the schedules of this Guarantee.
- (f) (1) Taxes or assessments of any taxing authority that levies taxes or assessments on real property; or, (2) proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not the matters excluded under (1) or (2) are shown by the records of the taxing authority or by the Public Records.
- (g) (1) Unpatented mining claims; (2) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (3) water rights, claims or title to water, whether or not the matters excluded under (1), (2) or (3) are shown by the Public Records.

GUARANTEE CONDITIONS

1. Definition of Terms.

The following terms when used in the Guarantee mean:

- (a) the "Assured": the party or parties named as the Assured in Schedule A, or on a supplemental writing executed by the Company.
- (b) "Land": the Land described or referred to in Schedule A, and improvements affixed thereto which by law constitute real property. The term "Land" does not include any property beyond the lines of the area described or referred to in Schedule A, nor any right, title, interest, estate or easement in abutting streets, roads, avenues, alleys, lanes, ways or waterways.
- (c) "Mortgage": mortgage, deed of trust, trust deed, or other security instrument.
- (d) "Public Records": those records established under Nevada statutes at Date of Guarantee for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without knowledge.
- (e) "Date of Guarantee": the Date of Guarantee set forth in Schedule A.
- (f) "Amount of Liability": the Amount of Liability as stated in Schedule A.

2. Notice of Claim to be Given by Assured.

The Assured shall notify the Company promptly in writing in case knowledge shall come to the Assured of any assertion of facts, or claim of title or interest that is contrary to the assurances set forth in Schedule A and that might cause loss or damage for which the Company may be liable under this Guarantee. If prompt notice shall not be given to the Company, then all liability of the Company shall terminate with regard to the matter or matters for which prompt notice is required; provided, however, that failure to notify the Company shall in no case prejudice the rights of the Assured under this Guarantee unless the Company shall be prejudiced by the failure and then only to the extent of the prejudice.

3. No Duty to Defend or Prosecute.

The Company shall have no duty to defend or prosecute any action or proceeding to which the Assured is a party, notwithstanding the nature of any allegation in such action or proceeding.

4. Company's Option to Defend or Prosecute Actions; Duty of Assured to Cooperate.

Even though the Company has no duty to defend or prosecute as set forth in Paragraph 3 above:

(a) The Company shall have the right, at its sole option and cost, to institute and prosecute any action or proceeding, interpose a defense, as limited in Paragraph 4 (b), or to do any other act which in its opinion may be necessary or desirable to establish the correctness of the assurances set forth in Schedule A or to prevent or reduce loss or damage to the Assured. The Company may take any appropriate action under the terms of this Guarantee, whether or not it shall be liable hereunder, and shall not thereby concede liability or waive any provision of this Guarantee. If the Company shall exercise its rights under this paragraph, it shall do so diligently.

(b) If the Company elects to exercise its options as stated in Paragraph 4(a) the Company shall have the right to select counsel of its choice (subject to the right of the Assured to object for reasonable cause) to represent the Assured and shall not be liable for and will not pay the fees of any other counsel, nor will

the Company pay any fees, costs or expenses incurred by an Assured in the defense of those causes of action which allege matters not covered by this Guarantee.

(c) Whenever the Company shall have brought an action or interposed a defense as permitted by the provisions of this Guarantee, the Company may pursue any litigation to final determination by a court of competent jurisdiction and expressly reserves the right, in its sole discretion, to appeal from an adverse judgment or order.

(d) In all cases where this Guarantee permits the Company to prosecute or provide for the defense of any action or proceeding, the Assured shall secure to the Company the right to so prosecute or provide for the defense of any action or proceeding, and all appeals therein, and permit the Company to use, at its option, the name of the Assured for this purpose. Whenever requested by the Company, the Assured, at the Company's expense, shall give the Company all reasonable aid in any action or proceeding, securing evidence, obtaining witnesses, prosecuting or defending the action or lawful act which in the opinion of the Company may be necessary or desirable to establish the correctness of the assurances set forth in Schedule A or to prevent or reduce loss or damage to the Assured. If the Company is prejudiced by the failure of the Assured to furnish the required cooperation, the Company's obligations to the Assured under the Guarantee shall terminate.

5. Proof of Loss or Damage.

(a) In the event the Company is unable to determine the amount of loss or damage, the Company may, at its option, require as a condition of payment that the Assured furnish a signed proof of loss. The proof of loss must describe the defect, lien, encumbrance, or other matter that constitutes the basis of loss or damage and shall state, to the extent possible, the basis of calculating the amount of the loss or damage.

(b) In addition, the Assured may reasonably be required to submit to examination under oath by any authorized representative of the Company and shall produce for examination, inspection and copying, at such reasonable times and places as may be designated by any authorized representative of the Company, all records, books, ledgers, checks, correspondence and memoranda, whether bearing a date before or after Date of Guarantee, which reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the Assured shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect and copy all records, books, ledgers, checks, correspondence and memoranda in the custody or control of a third party, which reasonably pertain to the loss or damage. All information designated as confidential by the Assured provided to the Company pursuant to this paragraph shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the Assured to submit for examination under oath, produce other reasonably requested information or grant permission to secure reasonably necessary information from third parties as required in the above paragraph, unless prohibited by law or governmental regulation, shall terminate any liability of the Company under this Guarantee to the Assured for that claim.

6. Options to Pay or Otherwise Settle Claims: Termination of Liability.

In case of a claim under this Guarantee, the Company shall have the following additional options:

(a) To pay or tender payment of the Amount of Liability together with any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay.

(b) To pay or otherwise settle with the Assured any claim assured against under this Guarantee. In addition, the Company will pay any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay; or

(c) To pay or otherwise settle with other parties for the loss or damage provided for under this Guarantee, together with any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment and that the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in 6 (a), (b) or (c) of this paragraph the Company's obligations to the Assured under this Guarantee for the claimed loss or damage, other than the payments required to be made, shall terminate, including any duty to continue any and all litigation initiated by the Company pursuant to Paragraph 4.

7. Limitation of Liability.

(a) This Guarantee is a contract of Indemnity against actual monetary loss or damage sustained or incurred by the Assured claimant who has suffered loss or damage by reason of reliance upon the assurances set forth in Schedule A and only to the extent herein described, and subject to the Exclusions From Coverage of this Guarantee.

(b) If the Company, or the Assured under the direction of the Company at the Company's expense, removes the alleged defect, lien or, encumbrance or cures any other matter assured against by this Guarantee in a reasonably diligent manner by any method, including litigation and the completion of any appeals therefrom, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused thereby.

(c) In the event of any litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals therefrom.

(d) The Company shall not be liable for loss or damage to the Assured for liability voluntarily assumed by the Assured in settling any claim or suit without the prior written consent of the Company.

8. Reduction of Liability or Termination of Liability.

All payments under this Guarantee, except payments made for costs, attorneys' fees and expenses pursuant to Paragraph 4 shall reduce the Amount of Liability under this Guarantee pro tanto.

9. Payment of Loss.

(a) No payment shall be made without producing this Guarantee for endorsement of the payment unless the Guarantee has been lost or destroyed, in which case proof of loss or destruction shall be furnished to the satisfaction of the Company.

(b) When liability and the extent of loss or damage has been definitely fixed in accordance with these Conditions, the loss or damage shall be payable within thirty (30) days thereafter.

10. Subrogation Upon Payment or Settlement.

Whenever the Company shall have settled and paid a claim under this Guarantee, all right of subrogation shall vest in the Company unaffected by any act of the Assured.

The Company shall be subrogated to and be entitled to all rights and remedies which the Assured would have had against any person or property in respect to the claim had this Guarantee not been issued. If requested by the Company, the Assured shall transfer to the Company all rights and remedies against any person or property necessary in order to perfect this right of subrogation. The Assured shall permit the Company to sue, compromise or settle

in the name of the Assured and to use the name of the Assured in any transaction or litigation involving these rights or remedies.

If a payment on account of a claim does not fully cover the loss of the Assured the Company shall be subrogated to all rights and remedies of the Assured after the Assured shall have recovered its principal, interest, and costs of collection.

11. Arbitration.

Either the Company or the Assured may demand that the claim or controversy shall be submitted to arbitration pursuant to the Title Insurance Arbitration Rules of the American Land Title Association ("Rules"). Except as provided in the Rules, there shall be no joinder or consolidation with claims or controversies of other persons. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Assured arising out of or relating to this Guarantee, any service of the Company in connection with its issuance or the breach of a Guarantee provision, or to any other controversy or claim arising out of the transaction giving rise to this Guarantee. All arbitrable matters when the amount of liability is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Assured. All arbitrable matters when the amount of liability is in excess of \$2,000,000 shall be arbitrated only when agreed to by both the Company and the Assured. Arbitration pursuant to this Guarantee and under the Rules shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court of competent jurisdiction.

12. Liability Limited to This Guarantee; Guarantee Entire Contract.

(a) This Guarantee together with all endorsements, if any, attached hereto by the Company is the entire Guarantee and contract between the Assured and the Company. In interpreting any provision of this Guarantee, this Guarantee shall be construed as a whole.

(b) Any claim of loss or damage, whether or not based on negligence, or any action asserting such claim, shall be restricted to this Guarantee.

(c) No amendment of or endorsement to this Guarantee can be made except by a writing endorsed hereon or attached hereto signed by either the President, a Vice President, the Secretary, an Assistant Secretary, or validating officer or authorized signatory of the Company.

13. Severability

In the event any provision of this Guarantee, in whole or in part, is held invalid or unenforceable under applicable law, the Guarantee shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

14. Choice of Law; Forum

(a) Choice of Law: The Assured acknowledges the Company has underwritten the risks covered by this Guarantee and determined the premium charged therefor in reliance upon the law affecting interests in real property and applicable to the interpretation, rights, remedies, or enforcement of Guaranties of the jurisdiction where the Land is located.

Therefore, the court or an arbitrator shall apply the law of the jurisdiction where the Land is located to determine the validity of claims that are adverse to the Assured and to interpret and enforce the terms of this Guarantee. In neither case shall the court or arbitrator apply its conflicts of law principles to determine the applicable law.

(b) Choice of Forum: Any litigation or other proceeding brought by the Assured against the Company must be filed only in a state or federal court within the United States of America or its territories having appropriate jurisdiction.

15. Notices, Where Sent.

All notices required to be given the Company and any statement in writing required to be furnished the Company shall include the number of this Guarantee and shall be addressed to the Company at Chicago Title Insurance Company, Attn: Claims Department, P.O. Box 45023, Jacksonville, FL 32232-5023.

CONDITION OF TITLE GUARANTEE
SCHEDULE A

Order No.: **02303559-020-RLT-TM**

Guarantee No.: **NV-FARE-IMP-72G28-1-23-02303559**

Amount of Liability: **\$5,000.00**

Date of Guarantee: **November 22, 2023 at 7:30 am**

Fee: **\$500.00**

1. Name of Assured:

Douglas County.

2. The estate or interest in the Land which is covered by this Guarantee is:

A FEE

3. The Land referred to in this Guarantee is described as follows:

See Exhibit A attached hereto and made a part hereof.

4. ASSURANCES:

According to the Public Records as of the Date of Guarantee,

a. Title to the estate or interest in the Land is vested in:

Douglas County

b. Title to the estate or interest is subject to defects, liens or encumbrances shown in Schedule B which are not necessarily shown in the order of their priority.

EXHIBIT A

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF DOUGLAS, STATE OF NEVADA, AND IS DESCRIBED AS FOLLOWS:

All that certain real property situate in the County of Douglas, State of Nevada, described as follows:

Parcel 17 as shown on the Record of Survey in Support of a Boundary Line Adjustment for Park Ranch Holdings, LLC, according to the map thereof, filed in the office of the County Recorder of Douglas County, on June 13, 2022, as File No. 2022-986230, being more particularly described as follows:

A parcel of land located within Section 28, Township 13 North, Range 20 East, Mount Diablo Meridian, more particularly described as follows:

BEGINNING at the southwest corner of the herein described parcel, being a point on the northerly line of Buckeye Road, from which the northwest corner of said Section 28 bears North 24°42'03" West, 2,885.74 feet;

thence North 00°30'17" East, 2,007.34 feet;

thence along the arc of a curve to the right, non-tangent to the preceding course, having a radius of 1,600.00 feet, central angle of 38°39'45", arc length of 1,079.66 feet, and chord bearing and distance of South 77°22'06" East, 1,059.29 feet;

thence along the arc of a reverse curve to the left, having a radius of 850.00 feet, central angle of 18°59'12", and arc length of 281.67 feet;

thence South 00°13'32" West, 1,679.95 feet to a point on said northerly line of Buckeye Road;

thence along said northerly line of Buckeye Road, North 89°29'43" West, 1,303.88 feet to the POINT OF BEGINNING.

APN: **1320-28-000-045**

Note: Document No. 2022-986229 is provided pursuant to the requirements of Section 6.NRS 111.312

SCHEDULE B

1. Property taxes for the fiscal year shown below are PAID. For proration purposes the amounts are:

Assessor’s Parcel No.: 1320-28-000-045
Fiscal Year: 2023-2024
Total Taxes: \$0.00

2. The lien of supplemental taxes, if any, assessed pursuant to the provisions of Nevada Revised Statutes.

3. Any liens, charges or assessments levied by the Round Hill General Improvement District by reason that the Land is located within said district.

4. Any liens, charges or assessments levied by the Douglas County Sewer Improvement District by reason that the Land is located within said district.

5. Any liens, charges or assessments levied by the Town of Minden and Minden/Gardnerville Sanitation District by reason that the Land is located within said district.

6. Any liens, charges or assessments levied by the Allerman Upper Virginia Ditch Association by reason that the Land is located within said district.

7. The Land lies within the boundaries of an Agricultural or Open Space Use Assessment District and is potentially subject to deferred real property taxes, the amount is undetermined until the time of conversion.

8. Water rights, claims or title to water, whether or not disclosed by the public records.

9. Rights of way for Buckeye Road, and any easements pertaining thereto, including but not limited to any prescriptive or implied rights and/or easements.

10. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Truckee River General Electric Company
Purpose: pole lines for the transmission of electric current
Recording Date: August 12, 1907
Recording No: Book B, Page 217, Miscellaneous Records
The exact location and extent of said easement is not disclosed of record.

11. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: an electric transmission line
Recording Date: September 27, 1937
Recording No: Book F, Page 415, as Document No. 4198, Agreement Records

A “Relinquishment of Easement”

Recording Date: May 27, 2005
Recording No.: Book 505, Page 12303, as Document No. 645366, Official Records
Said document releases and relinquishes a portion of the easement shown above.

SCHEDULE B
(Continued)

12. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: The United Farmers' Telephone and Telegraph Company
Purpose: telephone and telegraph lines
Recording Date: May 1, 1947
Recording No: Book G, Page 279, as Document No. 4693, Agreement Records

13. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: The United Farmers' Telephone and Telegraph Company
Purpose: telephone and telegraph lines
Recording Date: November 4, 1949
Recording No: Book G, Page 364, as Document No. 7156, Agreement Records

14. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Interstate Telegraph Company
Purpose: telephone and telegraph lines
Recording Date: November 4, 1949
Recording No: Book G, Page 460, as Document No. 7981, Agreement Records

15. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: an electric power line
Recording Date: July 21, 1950
Recording No: Book A-1, Page 506, as Document No. 9125, Deed Records

16. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: electric transmission lines
Recording Date: February 22, 1961
Recording No: Book 10, Page 617, as Document No. 19618, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: November 6, 1972
Recording No: Book 1172, Page 171, as Document No. 62622, Official Records

A "Relinquishment of Easement"

Recording Date: May 27, 2005
Recording No.: Book 505, Page 12303, as Document No. 645366, Official Records
Said document releases and relinquishes a portion of the easement shown above.

SCHEDULE B
(Continued)

17. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: electric transmission lines
Recording Date: November 5, 1963
Recording No.: Book 20, Page 406, as Document No. 23788, Official Records
Affects: Section 23, 24, 25 and 26 T13N, R19E

Terms, provisions and conditions as contained in an instrument

Entitled: Consent to Common Use Agreement
By & Between: Sierra Pacific Power Company and Douglas County Sewer Improvement District
1
Recording Date: September 13, 1991
Recording No.: Book 991, Page 1772, as Document No. 260114, Official Records

18. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: California Interstate Telephone Co.
Purpose: underground telephone, telegraph and communication systems
Recording Date: May 29, 1969
Recording No.: Book 66, Page 697, as Document No. 44513, Official Records

19. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: an electric transmission line and other necessary or convenient appurtenances
Recording Date: June 13, 1977
Recording No.: Book 677, Page 678, as Document No. 10021, Official Records

Terms, provisions and conditions as contained in an instrument

Entitled: Consent to Common Use Agreement
By & Between: Sierra Pacific Power Company and Douglas County Sewer Improvement District
1
Recording Date: September 13, 1991
Recording No.: Book 991, Page 1772, as Document No. 260114, Official Records

20. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Land Division Map H. F. Dangberg Land & Livestock Co.

Recording Date: March 30, 1978
Recording No.: Book 378, Page 1913, as Document No. 19092, Official Records

21. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Land Division Map H. F. Dangberg Land & Livestock Co.

Recording Date: March 30, 1978
Recording No.: Book 378, Page 1914, as Document No. 19093, Official Records

SCHEDULE B
(Continued)

22. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: J. B. Dangberg Land Company
Purpose: irrigation and other ditches and canals
Recording Date: March 30, 1978
Recording No: Book 378, Page 1923, as Document No. 19096, Official Records
The exact location and extent of said easement is not disclosed of record.

23. Terms, provisions, easements and conditions as contained in an instrument

Entitled: Agreement and Conveyance of Easements and Water Rights
Recording Date: May 12, 1978
Recording No.: Book 578, Page 949, as Document No. 20648, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: August 9, 1990
Recording No: Book 890, Page 1185, as Document No. 231992, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: January 10, 1991
Recording No: Book 191, Page 1252, as Document No. 242691, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: November 30, 1992
Recording No: Book 1192, Page 5315, as Document No. 294285, Official Records

24. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Land Division Map H. F. Dangberg Land & Livestock Co. No. 3

Recording Date: May 15, 1978
Recording No: Book 578, Page 1058, as Document No. 20657, Official Records

25. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Land Division Map for John B. Anderson No. 2

Recording Date: September 27, 1978
Recording No: Book 978, Page 1935, as Document No. 25700, Official Records

26. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Land Division Map for John B. Anderson No. 4

Recording Date: September 27, 19778
Recording No: Book 978, Page 1937, as Document No. 25702, Official Records

SCHEDULE B
(Continued)

27. Easement(s) and rights incidental thereto as delineated or as offered for dedication on Division of Land Map for Nevis Industries Inc., No. 2

Recording Date: January 23, 1979
Recording No: Book 179, Page 1266, as Document No. 29278, Official Records

28. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Purpose: a non-exclusive easement for ingress and egress over a 50-foot road easement
Recording Date: March 17, 1981
Recording No: Book 381, Page 1302, as Document No. 54436, Official Records

29. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Purpose: a non-exclusive underground utility easement
Recording Date: March 17, 1981
Recording No: Book 381, Page 1304, as Document No. 54437, Official Records

30. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Continental Telephone Company of California dba Continental Telephone Company of Nevada
Purpose: underground telephone, telegraph and communication systems
Recording Date: August 18, 1981
Recording No: Book 881, Page 1123, as Document No. 59329, Official Records

31. A Deed of Mineral Interest

By & Between: John B. Anderson and Edith Anderson, husband and wife, grant to JJ Resources, a California general partnership
Recording Date: October 27, 1981
Recording No.: Book 1081, Page 1427, as Document No. 61512, Official Records
Which conveys all of their mineral, oil, gas, and other hydrocarbon substances and geothermal resources together with the right of surface entry.

A Mineral Rights Deed

By & Between: J. J. Resources, a California general partnership, as Grantor, and Robert L. Helms, as trustee of the Robert L. Helms and Pauline F. Helms Family Trust under Amended and Restated Declaration dated March 1, 1985, as Grantees
Recording Date: February 16, 1988
Recording No.: Book 288, Page 2027, as Document No. 172634, Official Records

SCHEDULE B
(Continued)

32. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Western Nevada Properties, Inc.
Purpose: storm water and drainage runoff
Recording Date: November 7, 1986
Recording No: Book 1186, Page 812, as Document No. 144804, Official Records
The exact location and extent of said easement is not disclosed of record.

33. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Amended Record of Survey for Bentley Nevada Corp.

Recording Date: June 16, 1988
Recording No: Book 688, Page 2520, as Document No. 180280, Official Records

34. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Purpose: permanent roadway easements
Recording Date: December 6, 1989
Recording No: Book 1289, Page 689, as Document No. 216111, Official Records

35. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Southwest Gas Corporation
Purpose: a gas pipeline or pipelines and appurtenances
Recording Date: September 13, 1990
Recording No: Book 990, Page 1491, as Document No. 234458, Official Records

36. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County Sewer Improvement District No. 1
Purpose: an underground pipeline, valves and appurtenances, for the purpose of conveying treated sewage effluent
Recording Date: June 5, 1991
Recording No: Book 691, Page 374, as Document No. 252084, Official Records

37. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: The Rhoda Chichester Revocable Trust
Purpose: public utility purposes
Recording Date: November 24, 1992
Recording No: Book 1192, Page 4399, as Document No. 293935, Official Records

Said easement has subsequently been conveyed to Nevada Pacific Land Company by Easement Deed

Recording Date: June 8, 1994
Recording No.: Book 694, Page 1520, as Document No. 339284, Official Records

SCHEDULE B
(Continued)

- 38. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 Granted to: Douglas County School District
 Purpose: a 60 foot wide public access together with a 7.5 foot wide subsurface easement for public utility purposes
 Recording Date: June 20, 1995
 Recording No: Book 695, Page 2977, as Document No. 364415, Official Records

- 39. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 Granted to: Douglas County School District
 Purpose: a non-exclusive pedestrian ingress and egress surface easement
 Recording Date: June 20, 1995
 Recording No: Book 695, Page 2980, as Document No. 364416, Official Records

- 40. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 Granted to: Douglas County School District
 Purpose: a 20 foot wide storm drainage facility
 Recording Date: June 20, 1995
 Recording No: Book 695, Page 2984, as Document No. 364418, Official Records

- 41. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 Granted to: Douglas County School District
 Purpose: a non-exclusive easement for 60 foot wide public access purposes
 Recording Date: June 29, 1995
 Recording No: Book 695, Page 2988, as Document No. 364420, Official Records

- 42. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Record of Survey for Slash Bar H Limited Partnership and Douglas County School District
 Recording Date: June 20, 1995
 Recording No: Book 695, Page 2991, as Document No. 364421, Official Records

- 43. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 Granted to: Town of Minden
 Purpose: a permanent easement for the installation and maintenance of a water line, together with other necessary or convenient appurtenances connected therewith
 Recording Date: October 8, 1996
 Recording No: Book 1096, Page 1268, as Document No. 398244, Official Records

SCHEDULE B
(Continued)

44. Terms, provisions, easements and conditions as contained in an instrument

Entitled: Grant, Bargain and Sale Deed Subject to Reserved Easements
By & Between: Dangberg Holdings Nevada, LLC, a Nevada limited liability company and Bentley Family Limited Partnership, a Nevada limited partnership
Recording Date: February 1, 2002
Recording No.: Book 202, Page 505, as Document No. 533880, Official Records
Re-Recording Date: May 8, 2002
Re-Recording No: Book 502, Page 2352, as Document No. 541661, Official Records

45. Terms, provisions, easements and conditions as contained in an instrument

Entitled: Grant, Bargain and Sale Deed Subject to Reserved Easements
By & Between: Dangberg Holdings Nevada, LLC, a Nevada limited liability company and Park Cattle Co., a Nevada corporation
Recording Date: February 1, 2002
Recording No.: Book 202, Page 551, as Document No. 533881, Official Records
Re-Recording Date: May 8, 2002
Re-Recording No: Book 502, Page 2304, as Document No. 541660, Official Records

By "Abandonment of Ditch Easements"

Recording Date: October 4, 2004
Recording No.: Book 1004, Page 881, as Document No. 625745, Official Records
A portion of the Ditch Easements created in the above document were abandoned.

A "Relocation of Abandoned Ditch Easement"

Recording Date: May 25, 2005
Recording No.: Book 505, Page 11397, as Document No. 645238, Official Records

By "Abandonment of Road and Drainage Easements"

Recording Date: July 7, 2006
Recording No.: Book 706, Page 2205, as Document No. 679107, Official Records
A portion of the Road and Drainage Easements created on the above document were abandoned.

46. Terms, provisions and conditions as contained in an instrument

Entitled: Memorandum of Distribution and Dissolution Agreement
Recording Date: February 1, 2002
Recording No.: Book 202, Page 600, as Document No. 533882, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: May 8, 2002
Recording No: Book 502, Page 2281, as Document No. 541659, Official Records

SCHEDULE B
(Continued)

47. Terms, provisions and conditions as contained in an instrument

Entitled: Settlement Agreement
By & Among: Douglas County, Nevada, the State of Nevada and Park Cattle Co.
Recording Date: January 27, 2003
Recording No.: Book 103, Page 10680, as Document No. 565191, Official Records

48. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Record of Survey to Support a Boundary Line Adjustment for Park Cattle Co.

Recording Date: September 28, 2004
Recording No: Book 904, Page 11278, as Document No. 625243, Official Records

49. Terms, provisions and conditions as contained in an instrument

Entitled: Agreement
By & Between: Park Cattle Co. and Douglas County
Recording Date: January 31, 2005
Recording No.: Book 105, Page 10722, as Document No. 635615, Official Records

An agreement to modify the terms and provisions of the said document, as therein provided

Recording Date: November 14, 2007
Recording No: Book 1107, Page 3403, as Document No. 712986, Official Records

50. Terms, provisions and conditions as contained in an instrument

Entitled: Agreement
By & Between: Minder Gardnerville Sanitation District and Park Cattle Co.
Recording Date: February 17, 2005
Recording No.: Book 205, Page 6535, as Document No. 636965, Official Records

51. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County
Purpose: a perpetual right-of-way for the location, construction and maintenance of a public road and necessary incidents thereto
Recording Date: May 25, 2005
Recording No: Book 505, Page 11393, as Document No. 645237, Official Records

52. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County
Purpose: a temporary turn-around
Recording Date: May 27, 2005
Recording No: Book 505, Page 12299, as Document No. 645365, Official Records

SCHEDULE B
(Continued)

53. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Sierra Pacific Power Company
Purpose: power lines and incidental equipment thereon, and appurtenances
Recording Date: May 27, 2005
Recording No: Book 505, Page 12303, as Document No. 645366, Official Records

54. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County
Purpose: a perpetual right-of-way for the location, construction, and maintenance of a public road and necessary incidents thereto
Recording Date: December 27, 2005
Recording No: Book 1205, Page 11985, as Document No. 664459, Official Records

55. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Record of Survey to Support a Boundary Line Adjustment for Alton A. & Susan L. Anker and Park Cattle Co.

Recording Date: June 28, 2006
Recording No: Book 606, Page 9503, as Document No. 678199, Official Records

56. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County
Purpose: the installation and maintenance of underground public utilities
Recording Date: October 5, 2007
Recording No: Book 1007, Page 2028, as Document No. 710735, Official Records

57. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: The Ranch at Gardnerville, LLC
Purpose: a non-exclusive easement for purposes of locating fill slopes and drainage improvements
Recording Date: October 5, 2007
Recording No: Book 1007, Page 2035, as Document No. 710736, Official Records

58. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Douglas County
Purpose: a right-of-way for the construction, installation, operation and maintenance of a public road and related improvements
Recording Date: October 5, 2007
Recording No: Book 1007, Page 2046, as Document No. 710738, Official Records

SCHEDULE B
(Continued)

59. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Minden Gardnerville Sanitation District
 Purpose: installation and maintenance of an underground sewer transmission liner
 Recording Date: December 6, 2007
 Recording No.: Book 1207, Page 1058, as Document No. 714375, Official Records
60. Terms, provisions and conditions as contained in an instrument
- Entitled: Application and Permit for Occupancy of Nevada Department of Transportation
 Right-of-Way
 Recording Date: December 7, 2007
 Recording No.: Book 1207, Page 1486, as Document No. 714471, Official Records
61. Terms, provisions and conditions as contained in an instrument
- Entitled: Application and Permit for Occupancy of Nevada Department of Transportation
 Right-of-Way
 Recording Date: December 7, 2007
 Recording No.: Book 1207, Page 1491, as Document No. 714472, Official Records
62. Terms, provisions and conditions as contained in an instrument
- Entitled: Application and Permit for Occupancy of Nevada Department of Transportation
 Right-of-Way
 Recording Date: December 12, 2007
 Recording No.: Book 1207, Page 2178, as Document No. 714633, Official Records
63. Terms, provisions and conditions as contained in an instrument
- Entitled: Application and Permit for Occupancy of Nevada Department of Transportation
 Right-of-Way
 Recording Date: December 12, 2007
 Recording No.: Book 1207, Page 2183, as Document No. 714634, Official Records
64. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Record of Survey to Support a Boundary Line Adjustment for Park Cattle Company
- Recording Date: October 30, 2008
 Recording No.: Book 1008, Page 5192, as Document No. 732299, Official Records
65. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Town of Minden
 Purpose: a nonexclusive underground water utility easement for the installation, operation and maintenance of a water transmission main
 Recording Date: October 8, 2008
 Recording No.: Book 1008, Page 1078, as Document No. 731184, Official Records

**SCHEDULE B
(Continued)**

66. Terms, provisions and conditions as contained in an instrument

Entitled: Deed Restriction
Executed by: Edgewood Companies
Recording Date: May 20, 2009
Recording No.: Book 509, Page 5306, as Document No. 743582, Official Records

67. Easement(s) and rights incidental thereto as delineated or as offered for dedication on the Map of Division of Land into Large Parcels LDA 07-035 for Edgewood Companies

Recording Date: June 15, 2009
Recording No.: Book 609, Page 4186, as Document No. 745140, Official Records

By Abandonment and Relinquishment of Public Utility Easement

Recording Date: June 13, 2022
Recording No.: 2022-986226, Official Records
And
Recording Date: June 13, 2022
Recording No.: 2022-986227, Official Records

A portion of the public utility easements created on the above map were released and conveyed back to the owner of record.

68. Terms, provisions, easements and conditions as contained in an instrument

Entitled: Agreement and Grant of Non-Exclusive Access Easement
By & Between: the Town of Minden and Edgewood Companies, formerly known as Park Cattle Company
Recording Date: January 13, 2011
Recording No.: Book 111, Page 2885, as Document No. 776890, Official Records

69. Terms, provisions and conditions as contained in an instrument

Entitled: 2019 Amended Development Agreement Douglas County & Park Ranch Holdings, LLC Exhibits A Thru G
By and Between: Douglas County, a political subdivision of the State of Nevada and Park Ranch Holdings, LLC, a Nevada limited liability company
Recording Date: December 16, 2019
Recording No.: 2019-939704, Official Records

70. The Land was approved for agricultural use assessment for taxation purposes by the county assessor and is subject to a potential lien for any deferred taxes which may be levied against said Land by reason of a change in use of said Land for purposes other than agricultural, as evidenced by document:

Recording Date: July 6, 2021
Recording No.: 2021-970431, Official Records

SCHEDULE B
(Continued)

- 71. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
 - Granted to: Douglas County, a political subdivision of the State of Nevada
 - Purpose: ingress, egress, construction, maintenance, operation, repair or replacement of public utilities
 - Recording Date: June 13, 2022
 - Recording No: 2022-986228, Official Records

- 72. Easement(s) and rights incidental thereto as delineated or as offered for dedication on Record of Survey Map
 - Recording Date: June 13, 2022
 - Recording No: 2022-986230, Official Records

- 73. The Land was approved for agricultural use assessment for taxation purposes by the county assessor and is subject to a potential lien for any deferred taxes which may be levied against said Land by reason of a change in use of said Land for purposes other than agricultural, as evidenced by document:
 - Recording Date: July 7, 2023
 - Recording No.: 2023-998304, Official Records

- 74. Terms, provisions and conditions as contained in an instrument
 - Entitled: Property Management Agreement
 - Executed by: Douglas County, a political subdivision of the State of Nevada and Park Ranch Holdings, LLC, a Nevada limited liability company
 - Recording Date: August 17, 2023
 - Recording No.: 2023-999608, Official Records

- 75. Rights and claims of parties in possession by reason of unrecorded leases, if any, that would be disclosed by an inquiry of the parties or by an inspection of said Land.



DOUGLAS COUNTY
NEVADA
Assessor's Office
Douglas County Assessor

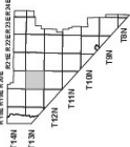
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REVISED: 9/21/2023

Map Legend

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

Parcel Number	Parcel Sub/Seq Number
001	110
104	104
105	105
106	106
107	107
108	108
109	109
110	110
111	111
112	112
113	113
114	114
115	115
116	116
117	117
118	118
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121	121
122	122
123	123
124	124
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133	133
134	134
135	135
136	136

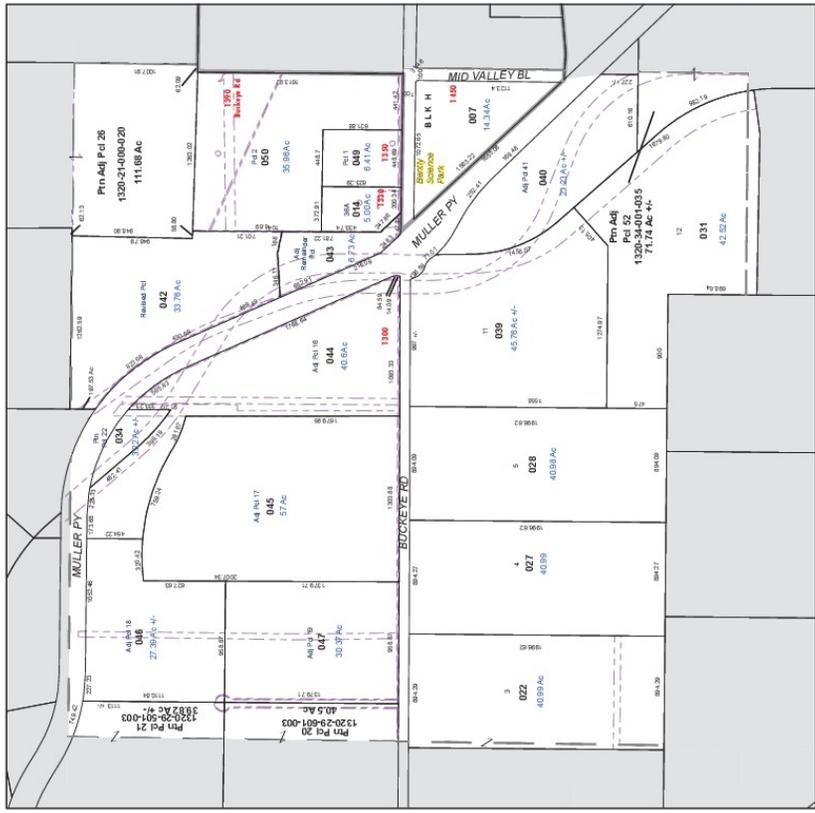
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SECTION 28

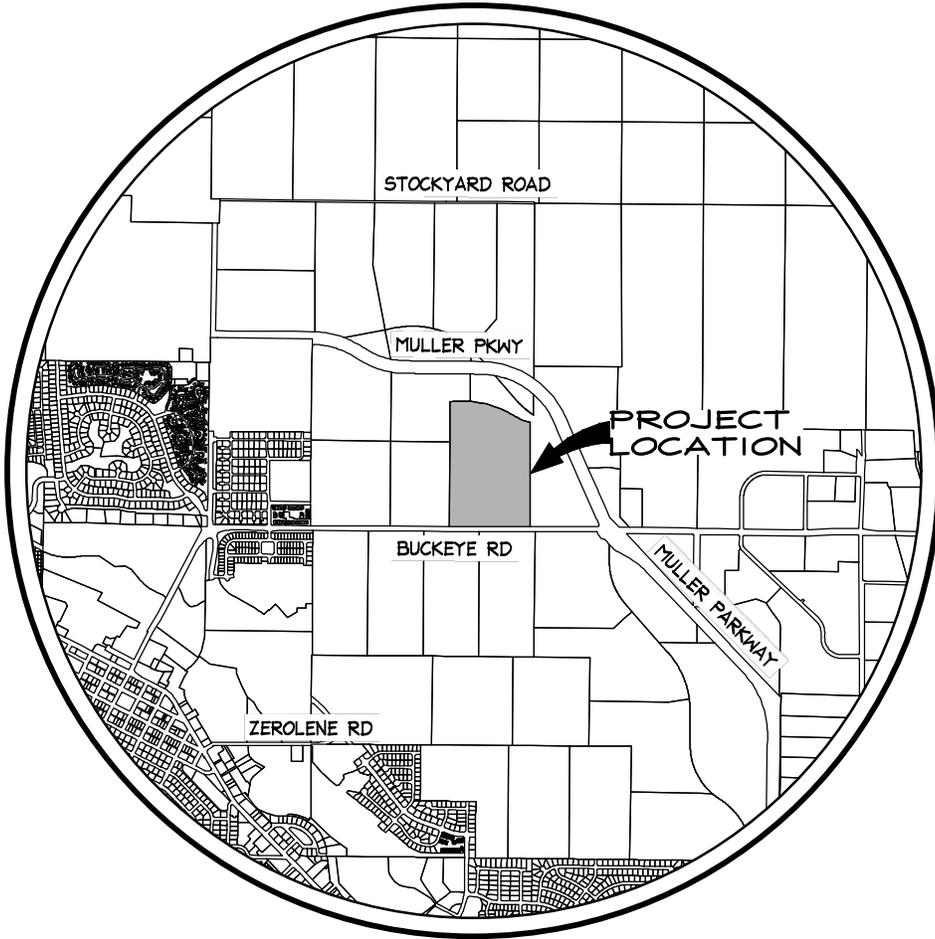
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6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31	32	33	34	35
36					

1320-28-000



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.

Y:\Client_Files\1938\1938-005\CAD\Engineering\Exhibits\1938-005 Vicinity Map.dwg 11/17/2023 1:06:22 PM Emma House



VICINITY MAP

NO SCALE

R|O|Anderson
WWW.ROANDERSON.COM

MINDEN
1603 Esmeralda Ave
P.O. Box 2229
Minden, NV 89423
p 775.782.2322
f 775.782.7084

RENO
9060 Double
Diamond Pkwy, Unit 1B
Reno, NV 89521
p 775.782.2322
f 775.782.7084

A.P.N. 1320-28-000-045
JUDICIAL LAW ENFORCEMENT CENTER

1938-005

11.17.2023

Agenda Item 9

MGSD Personnel Manual

Items in this Section Include:

- ✓ *Memorandum from Jessica Kneefel*
- ✓ *Paid Parental Leave Potential Cost Projections for 4, 6, 8 & 12 Weeks*



Minden-Gardnerville Sanitation District

1790 Hwy 395 N
Minden NV 89423
(775) 782-3546
www.MGSDistrict.org

"Wastewater Treatment for a Healthy Community and Environment"

MEMORANDUM

DATE: August 29, 2025
TO: Board of Trustees
FROM: Jessica Kneefel
SUBJECT: Paid Parental Leave Draft

Following the discussion at the August 5th Board meeting, staff has revised the Paid Parental Leave policy for the Board's review and consideration.

In addition to the updated policy draft included below, staff has prepared a cost projection estimating the potential financial impact should every eligible employee utilize paid parental leave within a 12-month period. These projections present various scenarios based on differing weeks of leave and rates of pay.

The figures included are for illustrative purposes only and are intended to support the Board's ongoing discussions and decision-making process.

The Board may choose to adopt the draft as presented, propose modifications, or direct staff to revise it further and bring it back for review at a future meeting.



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"Wastewater Treatment for a Healthy Community and Environment"

5.1.2 Paid Parental Leave **DRAFT**

Eligible employees are entitled to 8 weeks of 100% paid parental leave, within any rolling 12-month periods for the purposes of:

- Bonding with a newborn (either the employee's or the domestic partner's), or;
- Bonding with a newly adopted child of the employee;

To become eligible for Paid Parental Leave, employees must meet all of the following:

1. Be the legal parent of a newborn or newly adopted child.
 - The name of the employee must appear on the child's birth certificate; or
 - a certified legal document establishing maternity/paternity; or
 - a legal document establishing final adoption;
2. Be employed with MGSD not less than 12 consecutive months;
3. Be an active full-time employee at the time leave is requested.

Eligible employees will receive the following while on leave:

1. Each eligible employee may receive up to 8 weeks of paid parental leave to be paid at 100% of salary.
2. During leave:
 - a. Sick and vacation leave continues to accrue; and
 - b. All standard benefits (medical, dental, and vision) will remain active.
3. Paid parental leave can only be used once in a 12-month period. The 12-month period is measured from the first day of use of any paid parental leave.

If additional time is needed beyond the provided 8-weeks, then the employee must notify the District as soon as practicable. However, the employee must use their accrued leave for the additional time.

Requirements and eligibility for the specific leave (sick, or vacation, or compensatory) are subject to that respective leave's requirements.



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If the Board chooses to incorporate paid parental leave at a percentage other than 100% paid, the below verbiage details how an eligible employee may supplement any unpaid portion with their accrued leave.

Paid parental leave will be paid at ___% of the employee's base salary. Employees may use any category of their accrued leave (vacation, sick, or compensatory time) to supplement the remaining unpaid portion to bring their pay up to 100%. If additional time is needed beyond the provided 8-weeks, then the employee must notify the District as soon as practicable. However, the employee must use their accrued leave for the additional time. Requirements and eligibility for the specific leave (sick, vacation, or compensatory) are subject to that respective leave's requirements.

12 weeks of Paid Parental Leave

Salary	Suggested Rates Leave Can be Paid At*			
	100%	75%	65%	50%
\$96,838.00	\$18,622.69	\$13,967.02	\$12,104.75	\$9,311.35
\$178,350.00	\$34,298.08	\$25,723.56	\$22,293.75	\$17,149.04
\$118,305.00	\$22,750.96	\$17,063.22	\$14,788.13	\$11,375.48
\$76,189.00	\$14,651.73	\$10,988.80	\$9,523.63	\$7,325.87
\$72,517.00	\$13,945.58	\$10,459.18	\$9,064.63	\$6,972.79
\$82,046.00	\$15,778.08	\$11,833.56	\$10,255.75	\$7,889.04
\$87,731.00	\$16,871.35	\$12,653.51	\$10,966.38	\$8,435.67
\$116,078.00	\$22,322.69	\$16,742.02	\$14,509.75	\$11,161.35
\$72,517.00	\$13,945.58	\$10,459.18	\$9,064.63	\$6,972.79
\$81,466.00	\$15,666.54	\$11,749.90	\$10,183.25	\$7,833.27
\$72,048.00	\$13,855.38	\$10,391.54	\$9,006.00	\$6,927.69
\$75,696.00	\$14,556.92	\$10,917.69	\$9,462.00	\$7,278.46
\$62,905.00	\$12,097.12	\$9,072.84	\$7,863.13	\$6,048.56
Annual Total:	\$229,362.69	\$172,022.02	\$149,085.75	\$114,681.35

8 weeks of Paid Parental Leave

Salary	Suggested Rates Leave Can be Paid At*			
	100%	75%	65%	50%
\$96,838.00	\$14,898.15	\$11,173.62	\$9,683.80	\$7,449.08
\$178,350.00	\$27,438.46	\$20,578.85	\$17,835.00	\$13,719.23
\$118,305.00	\$18,200.77	\$13,650.58	\$11,830.50	\$9,100.38
\$76,189.00	\$11,721.38	\$8,791.04	\$7,618.90	\$5,860.69
\$72,517.00	\$11,156.46	\$8,367.35	\$7,251.70	\$5,578.23
\$82,046.00	\$12,622.46	\$9,466.85	\$8,204.60	\$6,311.23
\$87,731.00	\$13,497.08	\$10,122.81	\$8,773.10	\$6,748.54
\$116,078.00	\$17,858.15	\$13,393.62	\$11,607.80	\$8,929.08
\$72,517.00	\$11,156.46	\$8,367.35	\$7,251.70	\$5,578.23
\$81,466.00	\$12,533.23	\$9,399.92	\$8,146.60	\$6,266.62
\$72,048.00	\$11,084.31	\$8,313.23	\$7,204.80	\$5,542.15
\$75,696.00	\$11,645.54	\$8,734.15	\$7,569.60	\$5,822.77
\$62,905.00	\$9,677.69	\$7,258.27	\$6,290.50	\$4,838.85
Annual Total:	\$183,490.15	\$137,617.62	\$119,268.60	\$91,745.08

6 weeks of Paid Parental Leave

Salary	Suggested Rates Leave Can be Paid At*			
	100%	75%	65%	50%
\$96,838.00	\$11,173.62	\$8,380.21	\$7,262.85	\$5,586.81
\$178,350.00	\$20,578.85	\$15,434.13	\$13,376.25	\$10,289.42
\$118,305.00	\$13,650.58	\$10,237.93	\$8,872.88	\$6,825.29
\$76,189.00	\$8,791.04	\$6,593.28	\$5,714.18	\$4,395.52
\$72,517.00	\$8,367.35	\$6,275.51	\$5,438.78	\$4,183.67
\$82,046.00	\$9,466.85	\$7,100.13	\$6,153.45	\$4,733.42
\$87,731.00	\$10,122.81	\$7,592.11	\$6,579.83	\$5,061.40
\$116,078.00	\$13,393.62	\$10,045.21	\$8,705.85	\$6,696.81
\$72,517.00	\$8,367.35	\$6,275.51	\$5,438.78	\$4,183.67
\$81,466.00	\$9,399.92	\$7,049.94	\$6,109.95	\$4,699.96
\$72,048.00	\$8,313.23	\$6,234.92	\$5,403.60	\$4,156.62
\$75,696.00	\$8,734.15	\$6,550.62	\$5,677.20	\$4,367.08
\$62,905.00	\$7,258.27	\$5,443.70	\$4,717.88	\$3,629.13
Annual Total:	\$137,617.62	\$103,213.21	\$89,451.45	\$68,808.81

4 weeks of Paid Parental Leave

Salary	Suggested Rates Leave Can be Paid At*			
	100%	75%	65%	50%
\$96,838.00	\$7,449.08	\$5,586.81	\$4,841.90	\$3,724.54
\$178,350.00	\$13,719.23	\$10,289.42	\$8,917.50	\$6,859.62
\$118,305.00	\$9,100.38	\$6,825.29	\$5,915.25	\$4,550.19
\$76,189.00	\$5,860.69	\$4,395.52	\$3,809.45	\$2,930.35
\$72,517.00	\$5,578.23	\$4,183.67	\$3,625.85	\$2,789.12
\$82,046.00	\$6,311.23	\$4,733.42	\$4,102.30	\$3,155.62
\$87,731.00	\$6,748.54	\$5,061.40	\$4,386.55	\$3,374.27
\$116,078.00	\$8,929.08	\$6,696.81	\$5,803.90	\$4,464.54
\$72,517.00	\$5,578.23	\$4,183.67	\$3,625.85	\$2,789.12
\$81,466.00	\$6,266.62	\$4,699.96	\$4,073.30	\$3,133.31
\$72,048.00	\$5,542.15	\$4,156.62	\$3,602.40	\$2,771.08
\$75,696.00	\$5,822.77	\$4,367.08	\$3,784.80	\$2,911.38
\$62,905.00	\$4,838.85	\$3,629.13	\$3,145.25	\$2,419.42
Annual Total:	\$91,745.08	\$68,808.81	\$59,634.30	\$45,872.54

Agenda Item 12

Administrative Report

Items in this Section Include:

- ✓ *Administrative Report for September 2025*



**Minden Gardnerville Sanitation District
Administrative Report
September 2, 2025**

FOR POSSIBLE ACTION:

- Please bring your calendars so we can schedule a plant tour!

FOR YOUR INFORMATION:

- Fernley City Councilman Stan Lau was placed under citizens arrest after assaulting a construction worker.
- The Nevada Association of Counties annual conference is being held in Las Vegas, September 23rd-25th.

THINGS KEEPING US BUSY RIGHT NOW:

- LaVonne and Haley are preparing for the audit.

UPCOMING ITEMS:

- September 15th Casey Neilon will be on site for our annual audit. The financial statements will be presented to the Board at the November or December Regular Board Meeting.