

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion and provide direction to staff regarding purchase of and proceed preparing a boundary line adjustment for a portion (less than 3,100 sf) of the Village Motel property to be used to extend the new Hellwinkel channel to the existing culvert at Toler Lane, located at 1383 Highway 395 APN 1320-33-402-057; with public comment prior to board action.
2. **Recommended Motion:** for staff to proceed working with the adjacent property owner to prepare a BLA to acquire the property to be used for future drainage channel extension.

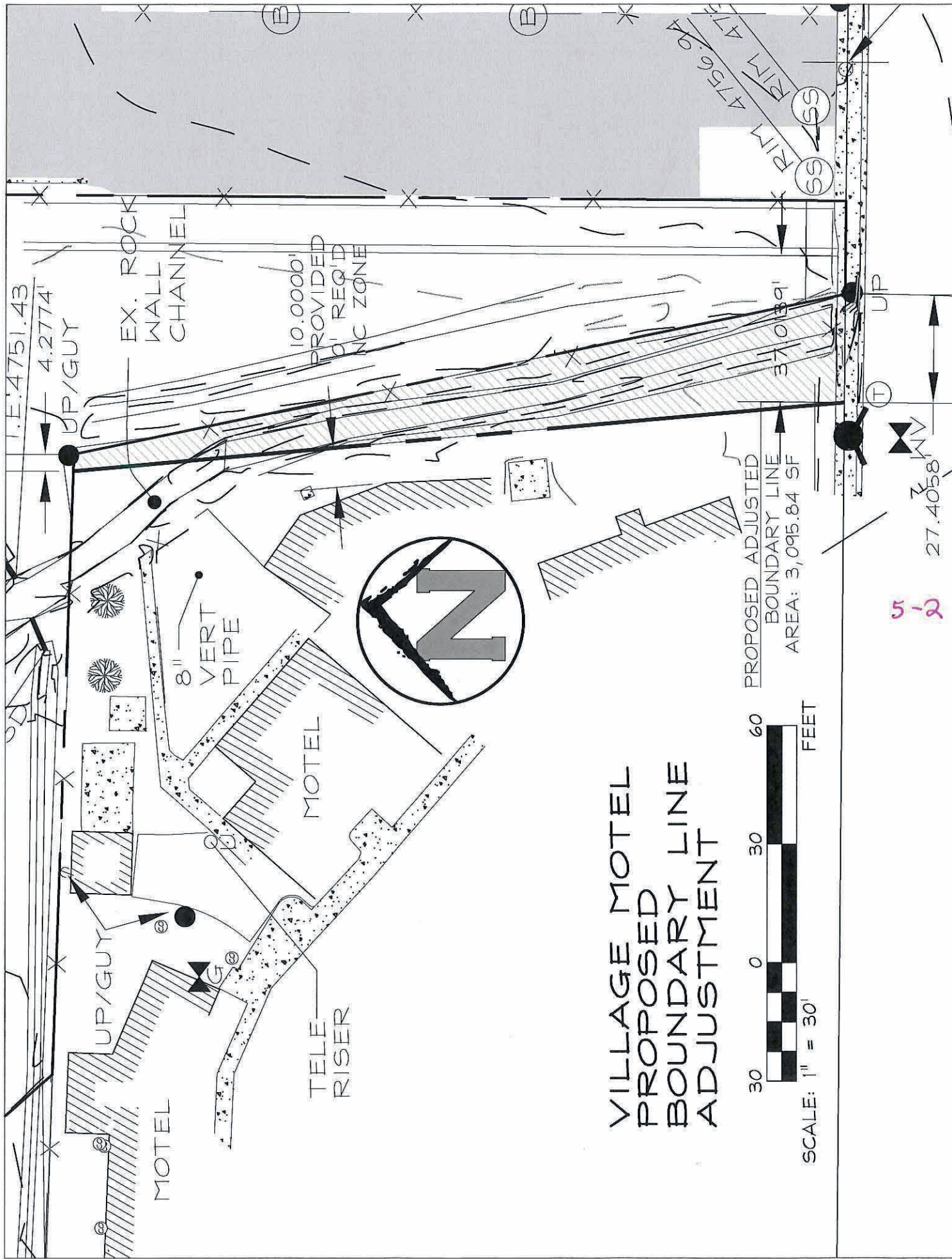
Funds Available: ☒ Yes ☐ N/A – under budget on the Channel project
board designated funds available if this is a priority

3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** January 5, 2016 **Time Requested:** 10 minutes
6. **Agenda:** ☐ Consent ☒ Administrative

Background Information: We have been working with Dave, owner of Village Motel, on a number of issues during the NV Energy power revisions with the underground power alignment and cable across his site. During those conversations he asked about the irrigation ditch. I told him we were interested in acquiring the channel for future improvements and he asked that I get it drawn up. This attached plan is a portion of the Parcel Map ROA prepared for the Hellwinkel property acquisition. This plan shows a portion of the site between the new trail and the hotel. We are proceeding with easement documents, and this cost would be shared. We will need a current title report and new BLA map for this area.

The attached preliminary plan shows the diagonal area the town would acquire 3,095.84 sf. We will need a title report, surveyor to prepare a BLA, and an appraisal of the property with a value of the area shown so it is fair market value for the property containing an irrigation ditch. The master plan storm drainage plan NHC prepared showed we would need a 20' x 3' deep culvert under 395 to make a significant difference in flood flow (400 cfs) as opposed to 90 CFS currently in a 6'x2' culvert under Highway 395. This provides a 27' width for channel area.

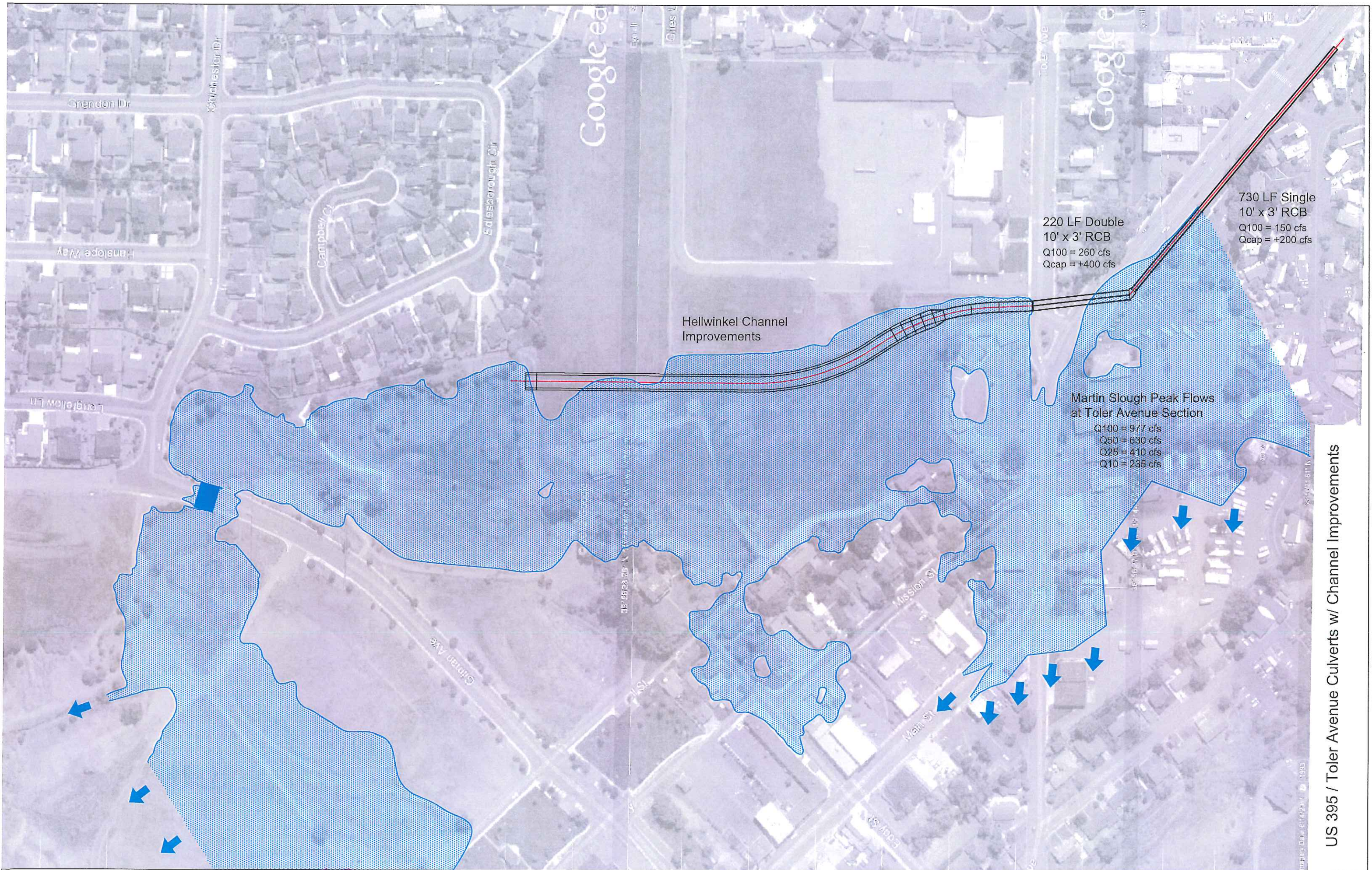
7. **Other Agency Review of Action:** ☐ Douglas County ☐ N/A
8. **Board Action:**
☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued



VILLAGE MOTEL
PROPOSED
BOUNDARY LINE
ADJUSTMENT



5-2





Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Gardnerville Station project, receive an update report and provide direction to staff on the next steps for the town project, APN 1320-33-402-086, located at 1395 US Highway 395 N, within the Town of Gardnerville; with public comment prior to board action.
2. **Recommended Motion:** Receive the report and direct staff to proceed with estimates for the monument sign and building remodel plans.

Funds Available: ☒ Yes ☐ N/A we will discuss this project at length during the project review portion of the budget cycle.

3. **Department:** Administration
4. **Prepared by:** Tom Dallaire
5. **Meeting Date:** January 5, 2016 **Time Requested:** 20 minutes
6. **Agenda:** ☐ Consent ☒ Administrative

Background Information: The BOCC ranked the Gardnerville station number 4 out of 6 projects. They decided not to support the town on this project so staff is wondering what the board would like to do with this site, once the site has been cleaned up.

- The heating oil and tanks were removed with Brownfield funding, and cleaned up the contamination with Petroleum funding.
- CDBG paid to remove the distribution lines and the fuel tanks from the site. While the tank hole was exposed, the heating oil contamination was removed. The soils removed were under the allowed 50 ppm, so most of the pile was used for backfill.
- The canopy section 106 was applied and sent back to the SHPO for a determination. A Memorandum of Agreement was sent to SHPO on the canopy removal.
- The canopy will need to be removed and this task is included in the project submitted to the petroleum fund. The area around the dispensers closest to the highway is where the most contamination was discovered. We have submitted the project to NDEP for consideration and approval. A plan will be prepared and approved, bids will be gathered and the work will be awarded for actual site cleanup and excavation.

Once the site gets cleaned up, what would the Board like for staff to pursue on the project next funded by the Town. – See next page -

7. **Other Agency Review of Action:** ☐ Douglas County ☐ N/A
8. **Board Action:**
☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

Options to consider:

1. Pursue construction drawings for the building improvements. The site does not have to be improved to be used as a conference room.
2. Build the downtown gateway sign.
3. Continue to work on the storm drainage master plan and prepare site improvements with the highway infrastructure in mind.
4. Pursue other funding sources for the overall project.
5. Bond for the improvements.

Staff is looking to see where the discussion leads and get some input from the members on this topic. There may be other options we have not considered. Ken Miller has instructed me we are not selling the property once it is cleaned up.

So what would the board like to do next?

We can even focus on roads for a couple years and let this building sit once it's cleaned up and keep applying for CDBG. The application is done unless they change the form again.

Gardnerville Station

Tuesday, December 22, 2015
8:50 AM



6-3

				<i>Nevada Governor's Office of</i> ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT							
				FINAL FINANCIAL SUMMARY							
Grant Title: <u>Eagle Gas Station Redevelopment Project</u>				Grant Reference Number: <u>14/PF/03</u>							
Grant Amount : \$ 88,700.00				Expiration of Grant (mm/dd/yyyy): <u>12/31/2015</u>							
Date of Notice to Proceed: <u>January 3, 2015</u>				Date of Completion (of this Summary): <u>12/15/2015</u>							
Draw Request #	Amount requested (\$)	Date Requested	Date Received	Purpose	Date Paid to Service Provider	How Paid?	Check #	Proven Out to CDBG? (Y/N)	Other Funding Sources/Leveraging		
									State (Petroleum Fund)	CASH	IN-KIND
1	\$38,336.50	8/29/2015		Preparation of Design Plans	8/21/2015	Check	638594	Y		\$51,473	\$
2	\$9,944.00	9/22/2015		Preparation of Design Plans	9/11/2015	Check	639438	Y	Federal (EPA Brownfield)	\$31,490	\$
3	\$40,419.50	12/15/2015		Removal of Gasoline Tanks	12/11/15	Check	642772	Y	Local Funding	\$	
4									1) Douglas County		\$26,559
5									2) Town of Gardnerville	\$54,641	\$9,550
6									3)		
7									4)		
8									Other Funding	\$	\$
9									1)		
									2)		
									3)		
									4)		
									5)		
									Total Other Funding	#####	\$36,109.00
									Total CDBG	\$88,700.00	
									Total Project Cost	#####	
Total CDBG	\$88,700.00										
De-obligated funds											
All CDBG funds have been expended and the Grant has a 0 balance.											
Signature				Date							
Note: Please feel free to modify column widths, if necessary. Retain the one-page format if possible.											
CDBG Shared Folder (Y:) > Templates > Final Financial Summary /js											

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion to approve, or deny the purchase of one used Crafcro Supershot 250 melter, used to apply crack seal to town maintained streets, for the price of \$17,500 from unused budgeted monies within the Town's 614 fund; with public comment prior to board action.
2. **Recommended Motion:** Approve the purchase of the Crafcro Supershot 250 melter in the amount of \$17,500 from unused funding of the 614 fund.

Funds Available: ☒ Yes ☐ N/A Unused previously budgeted funds

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** January 5, 2016 **Time Requested:** 10 minutes

6. **Agenda:** ☐ Consent ☒ Administrative

Background Information: We actually budgeted \$85,000 in 614 for a bucket truck. We spent \$62,000 of that money, leaving just over \$21,000 in the budget. The town purchased a Supershot (SS) 60 gallon crack seal machine in 2001. We have historically only filled transverse cracks on town streets and not the gutter pans. The gutter pans need to be filled. The town was able to use a unit from the City of Reno for a short period of time last year. That unit had 4,683 hours on it. Reno asked for it to be returned and we will not be getting it back. Staff was able to lay down an entire pallet of crack fill in a day. This unit will increase the productivity of town employees, and if we have enough staff to run two hoses, we can add that on to this unit as well to get even more roads done. This unit Geoff found in Southern California. This unit we are looking at has 1,468 hours on it and looks to be in great condition for a 2001 model year. The towns SS 60 has 1,380 hours on it. So very low hours for its age. This already has the conveyor for dumping the crack seal material into the machine. We figure the new machine with a melt rate of 1700 pounds per hour will be more than the guys could ever lay down even if they fill the large cracks in the street. The current town unit could be resold by CSS or we can keep it to use on trails and parking lots. The current machine melts 8 blocks per hour. The Supershot 250 machine will melt 28 blocks per hour. That is a huge difference and for the price, well worth it.

The other prices were one used and one new one from a different manufacturer. Probably a better machine, but for this price it's hard to pass up.

7. **Other Agency Review of Action:** ☐ Douglas County ☐ N/A

8. **Board Action:**

- | | |
|-----------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved with Modifications |
| <input type="checkbox"/> Denied | <input type="checkbox"/> Continued |

Crafco

We budgeted 85000

Friday, December 18, 2015

1:18 PM



7-2

LaCost, Geoffrey

From: Matt Bor <matt@bigtruckequipment.com>
Sent: Friday, December 18, 2015 11:46 AM
To: LaCost, Geoffrey
Subject: 2001 Crafcro SS250 Diesel Asphalt Crack Sealer
Attachments: IMG_1648.JPG; IMG_1649.JPG; IMG_1650.JPG; IMG_1644.JPG; IMG_1645.JPG; IMG_1646.JPG; IMG_1647.JPG

2001 Crafcro SS250 Diesel Asphalt Crack Sealer

250 Gallon Tank
290,000 BTU Burner
Melt Rate 1700 pounds per hour
18 Foot Hose
4 Foot Steel Trigger Switch Wand
Stainless Steel Braided 3/4 inch Hose
Full Agitation
Heated Hose and Wand
Conveyor Included
Double axle Trailer

Digital Read Out Temperature
Variable Temperature Control Capabilities
6 Foot Rear Center Mounted Boom with side to side swivel on dual pillow block bearings
Three Cylinder Diesel Engine
Electric Start
25.4 HP
68.6 cu. inch/1.12L
Water Cooled

The engine speed is preset at the factory for optimal alternator output to power the heated wand and hose.
Engine Shutdown Package (low oil pressure & high temperature)
Constant Speed Mechanical Governor

Hour Meter Reads 1468.2
Approximately 5500 Lbs
Length 17' 6"
Width 7' 9"
Height 6' 3"
\$17,500

*Trans.
40 Gallons / HR
Ex of Block / HR
New 23 Blocks / HR
Quote!
Top
Griff
Pick*

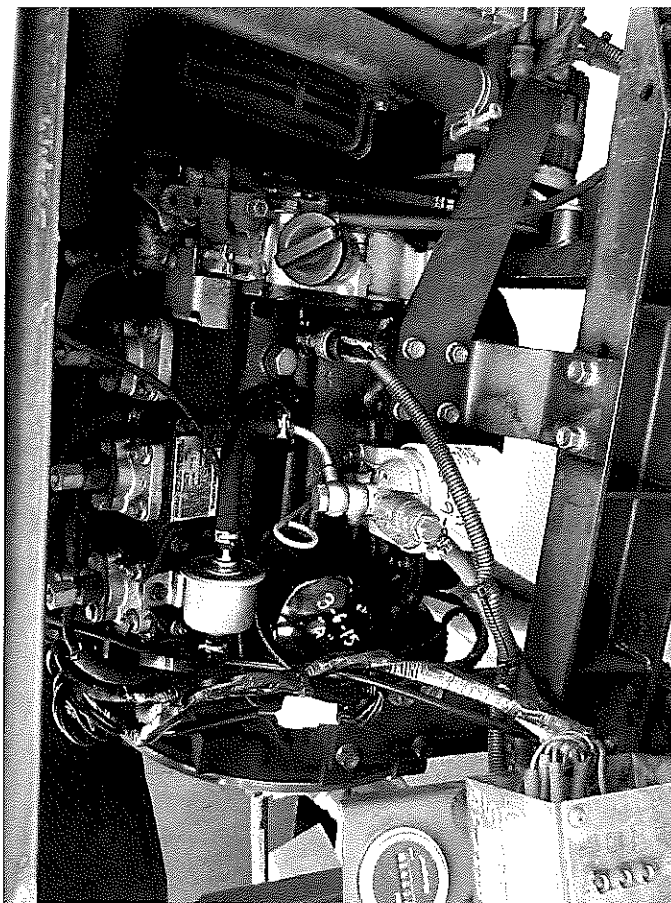
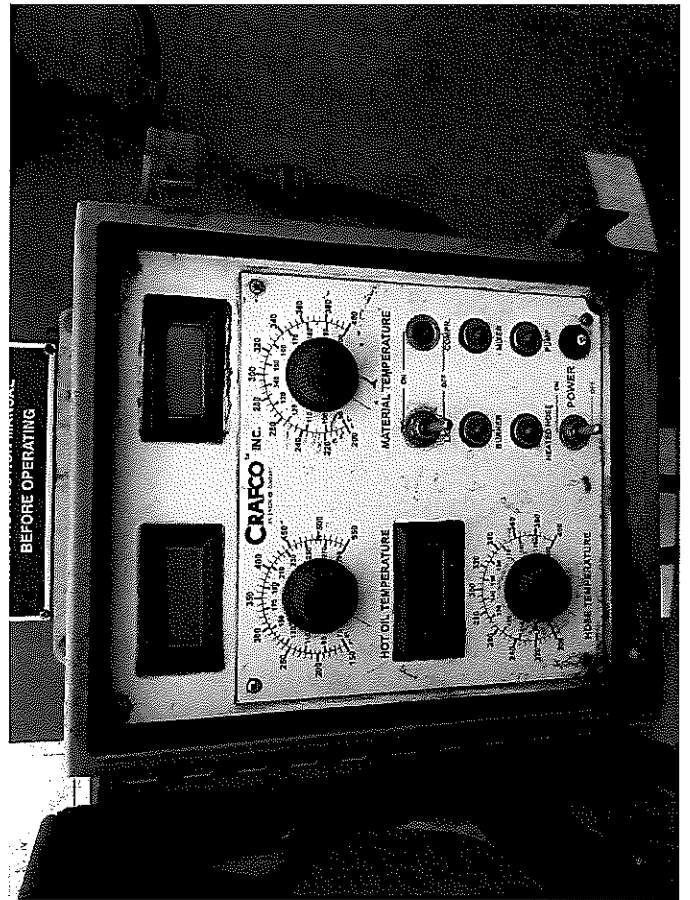
*REMO'S. CRACKFILL
4683 HRS
4x4x3 - 32 BAGS*

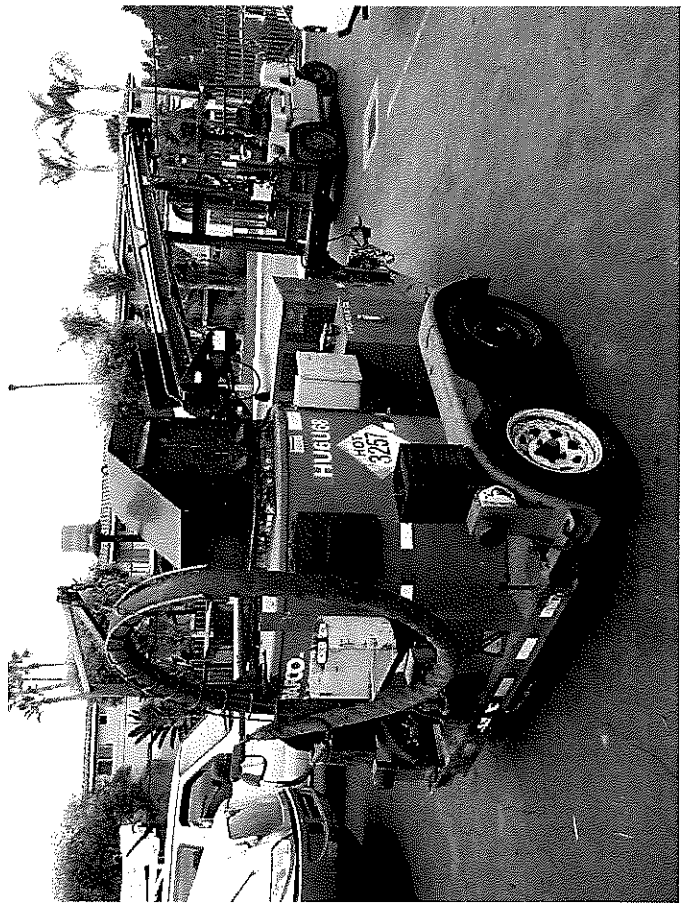
*2' 12"
2'
9 Gallons
4 BAGS / Hour.*

****ATTENTION FRAUD PLEASE DO NOT WIRE MONEY TO ANY WIRE INSTRUCTIONS RECEIVED FROM THIS EMAIL ****

Matt Bor

7-3





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500

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Crafco EZ Series II 500 w/AutoLoader

[View Full-Size Image](#)**Crafco EZ Series II 500 w/AutoLoader****MODEL**

EZ Series II 500 w/AutoLoader

YEAR

2008

HOURS

916

PRICE

\$39,900.00

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7-6

Silver State Barricade & Sign

1997 Glendale Ave
Sparks, NV 89431

Quote 3

Estimate

Date	Estimate #
12/2/2015	18930

Name / Address
Town of Gardnerville 1407 Highway 395 North Gardnerville, NV 89410

Ship To
Mike

Terms	PROJECT
NET 30/1.5% Fin Chrg	Bearcat 250

Qty	Item	Description	Per	Total
1	SPECIAL ORDER	Bearcat 250 Kracker- Crackseal machine BK-250D Standard with dual axles, engine gauge panel and hose box assembly. Includes Options: Spare Tire mount. Block loading Conveyor Custom Color paint (Black No caharge) (240V-1 Phase) Electric heating element 6" Sq. Return Tube/Folding Cover/ Lock out Brk Bucket Pour Spout Engine cover Dual wand set-up (Hose box only) Squeegees High Volume Asphalt pump Axle/ Hydraulic Brakes and Hitch 3" Pintel *price does not include freight	62,172.00	62,172.00

QUOTE VALID FOR
30 DAYS

PHONE NUMBER	FAX NUMBER
775-331-0907	775-331-1597

Subtotal \$62,172.00

Sales Tax (7.725%) \$0.00

Total \$62,172.00

7-7

Super Shot Melter/Applicators

Crafco Engineered System



CRAFCO[®] **INC**
PRESERVATION PRODUCTS **PAVEMENT**
Delivering Confidence Through Innovation, Quality and Value Since 1976

SUPER SHOT MELTERS

A PART OF THE CRAFTCO PAVEMENT PRESERVATION SYSTEM

Crafco's total **Pavement Preservation Systems** include **Engineered Performance Applicators and Sealants**. Although all our melter / applicators work well with all brands of hot pour sealants, we recommend our **Performance Verified** sealants for your next project. All sealants are not alike; sealant must be engineered for the proper use and climate. To assist in selecting the right system for your specific application, consult the sealant selection guide on the Crafco web site or consult your local authorized Crafco Systems representative. Crafco Pavement Preservation Systems represent products that are 100% recyclable, from the containers that they are shipped in to the products themselves. Preserve and protect with Crafco Preservation systems.

Engineered Performance Design

Crafco Super Shot Melter/Applicators **Engineered Performance** answer today's challenges of high energy costs and small budgets with innovative features. Available in three sizes to match budgets and job criteria, Super Shot machines get the job done correctly, quick, and economical. No other machine on the market today can match Crafco's Engineered Performance System Machines.

Engineered Efficiency. Crafco's Super Shot engineered pump is mounted inside the melter, eliminating material re-circulation, outside plumbing and high-pressure lines. By eliminating the need for re-circulation the pump runs only when material application is needed making this an "on-demand" system, this increases pump life and operator safety.

Additionally, an internally mounted pump requires no packing, eliminating maintenance. Less maintenance in the shop means more production on the job, more profit and less costs.

Engineered Options and Features Standard Engineered Features make the operation of these melters the safest and the easiest machines to operate. Many of the other features reduce labor and operating costs; the most impressive being the Super Shot Melter Engineered Options. Design the machine you want with these options. For example add an optional industrial air compressor and save the cost of running an additional engine and tow vehicle. With over 20 available options you will save time, money, and man power.



Engineered Safety

#1 in Safety

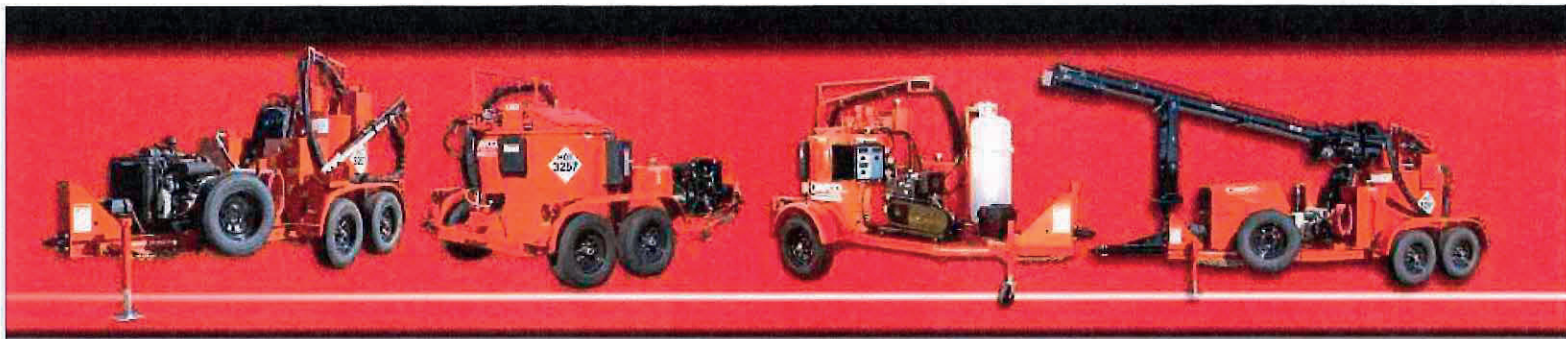
- 1 Angled Loading Lid
- 2 Anti-Splash Lid
- 3 Low Profile Loading Height
- 4 Hot Oil and Sealant Shut Down
- 5 Manual Record Box
- 6 Lid Agitator Shut Off Switch
- 7 Bearing Boom
- 8 Hose Cover
- 9 Low Curb Height
- 10 Hitch Extension
- 11 Quiet Operation
- 12 Curb side Controls
- 13 Heat Transfer Overflow Tank
A jacketed melter with no overflow tank may cause ground contamination.
- 14 LED Lights Standard

Super Shot Melter/Applicators are loaded with standard safety features designed to protect the operator and the public. In addition to standard safety features there are optional engineered features such as the autoloader, which keeps the operator clear of hot sealant and adds efficiency to the process. Rear controls keep the operator away from traffic on both sides of the unit and the bearing hose boom reduces operator fatigue. Anti splash lids with safety shut off's protect the operator from sealant splash. Review the innovative features of Crafco Melters and you will find these machines to be the most safely engineered melters available.

Items not indicated: Safety Chains, Breakaway Switch, Light Board, Fire Extinguisher, Auto Shut Off, Safety Manual, and Autoloader.

7-9

CRAFCO ENGINEERED SUPER SHOT MELTERS ARE BUILT TO LAST



Engineered Performance Features



QUICK AND EASY START-UP

With the flip of a toggle switch the Super Shot will be ready to operate in less than an hour. Shut down at the end of the day is just as easy.



Webbed Reinforced Welded Frame

HEATED HOSE

The low voltage electric heated hose heats material to application temperature within 45 minutes. The hose has the longest working radius in the industry, a 360° swivel, protective sleeve, and a repairable hose and wand.



Automatic Agitator Shut-Off and Splash Proof Lid

Shut offs are incorporated into the lid, hose, wand, pump, burner, and electrical controls.



Integrated Operator Control System

Controls operate the entire unit and override possible operator error. Integrated control box houses all the gauges, switches, and engine controls.



Optional Compressor

Compressor runs air lance that is used to clean dirt and debris out of cracks, increasing crack sealing efficiency.



Optional Engine Cover

Protects engine from the elements, vandalism, and theft.



Efficient Burner

Burner is positioned safely within the frame providing protection and ample ground clearance. Time saving electric overnight heater option available.



Low Profile

Low center of gravity provides easy loading, yet has ample unobstructed ground clearance for safe towing over the most rugged road conditions.

Engineered Performance Options

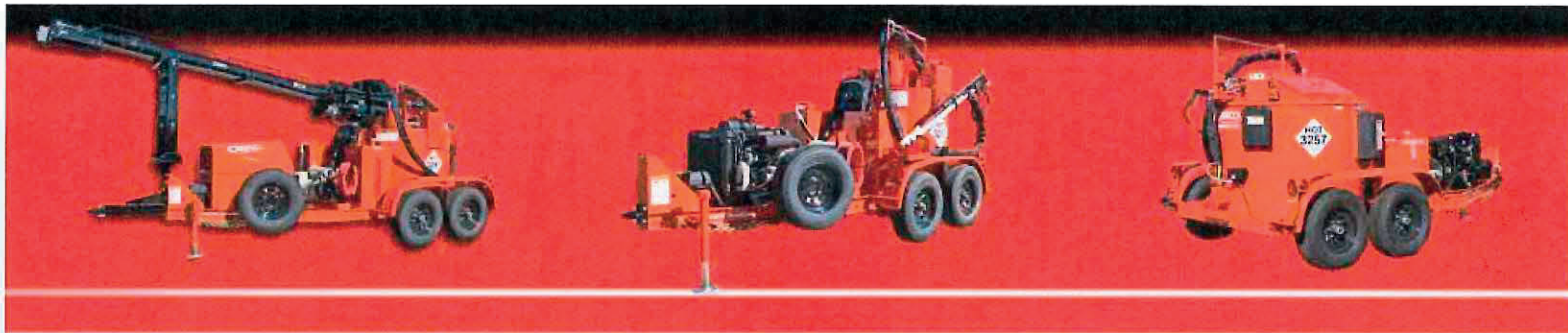
Crafcro offers many Engineered Performance Options to increase production, save labor and lower operating costs. The versatility of the Super Shot units allows you to specify options in your time frame, from the initial placement of the order all the way through production. Most Super Shot units have been engineered to accept any option, whether it's an autoloader, compressor, light bar or fire extinguisher. These options will enhance production while increasing safety and security.

Engine covers and battery boxes protect the engine from the elements and adds security. The autoloader increases production, adds safety and decreases operator fatigue. The overnight heater is an on the job must if you want to reduce start up time. The light bar is for added safety to direct traffic and increase driver awareness. No other machine comes as complete or as diversified.



- Engine Cover
- Gravity Feed
- Arrow Board Kit
- Surge Brakes
- Engine w/ Gauges
- Autoloader
- 50 or 70 CFM Compressor
- Custom Paint
- Hitch Selection
- Electric Plug Selection
- Hitch Extension
- Cab Brake Control
- Break-away Battery w/ charger
- Locking Battery Box
- Light Bar
- Overnight Heater
- Fire Extinguisher - 10 or 20 lb
- Tool Box
- Safety Hooks
- Mud Flaps
- Spare Tire Kit
- Strobe Light

7-10



Super Shot 60

The Crafcro Super Shot series melter/applicators represent the most technologically advanced melter/applicators available. These state-of-the-art machines offer the ultimate in efficiency and ease of use. The digital control features of this equipment accurately control and regulate the heating temperature of the sealant and transfer oil. The patented internal pumping system requires no clean out and features a hydraulic flow rate adjustment. The internal pump only operates when the operator activates the micro-switch on the applicator wand. With "On Demand" pumping there are no valves, fewer moving parts and no hose pressure build up. Super Shot melters will out-perform any comparable sized machine available. Crafcro offers a one-year warranty, various options, and many safety features, making these machines the greatest value with the highest productivity. The Crafcro Super Shot Melters are the most efficient and easy to use melter/applicators available today!

There are three sizes to choose from. The Super Shot 60 is a 60-gallon capacity unit, which features automatic digital controls. It is propane fired, with a heated hose and wand. This machine is designed for use on projects under 2,000 pounds of sealant per day. The Super Shot 60 is also available as a skid mount.



**Super Shot 125
with Compressor**

The mid-sized 125 gallon capacity Super Shot 125 offers the best versatility. Ideal for medium to large sized projects, this unit is diesel powered, available with an optional compressor or a labor saving Autoloader. This is our most popular municipal unit.

The oversized 250-gallon Super Shot 250 is designed for large projects. This machine will out-perform any melter in its class and is available with many standard options.



*Choose your size,
choose your
options!*

Ergonomically Engineered Loading Height Features:

- Splash proof lid
- Automatic agitation shut off
- Fume free environment
- No operator back strain
- Light weight loading lid





**THE MOST TECHNOLOGICALLY
ADVANCED MELTER/APPLICATORS
AVAILABLE.**

Longer Pump Life • Efficient and Aggressive Agitation

The patented pump technology of the Crafcro Super Shot melters is what makes the Super Shot the most productive and lowest maintenance melter in the industry. The Crafcro patented pump is mounted inside the sealant tank. Mounting the pump inside eliminates material re-circulation, outside plumbing, and high-pressure lines, while decreasing pump wear. The Super Shot pump will last many times longer than a conventional pump. Internal pumps require no packing which eliminates maintenance and results in more production on the job.



Super Shot 250 with Autoloader



Specifications

SUPER SHOT 60

Dimensions	- 110.25" L / 62.00" W / 72.00" H
Shipping Weight	- 1,500 lbs / 680.4 kg - Actual
Gross Weight	- 2,000 lbs. / 907.2 kg - Approx.
Material Capacity	- 60 Gal. / 227 liter
Melt Rate	- 400 lbs/hr
Heat Transfer Oil	- 21 Gal / 79 liter
Tank Construction	- Double Boiler
Tank Opening	- 12.25" X 15" / 311.15mm X 381mm
Loading Height	- 50 in. / 127 cm
Heat Input	- 180,000 Btu
Diesel Fuel Capacity	- 26 Gal. / 98 Liter
Propane Capacity	- 100 lbs. / 45.3 kg
Hydraulic Oil Capacity	- 26 Gal. / 98 Liter
Engine Standard	- Kohler Mod. Ch205 17HP @ 3600RPM
Engine Option(W/Compressor)	- NA

Axle Capacity - 2,000 lb. Torsional / 907 kg

Tires - ST175/80 D-13

Air Compressor (Optional) NA

Surface Area-Material Tank - 2,538 in² / 16,347 cm²

Surface Area-Oil Tank - 3,335 in² / 21,516 cm²

Ratio of Tank surface Area - 1.31:1

Controls - Standard Super Shot

Control Location - Hydraulic Rear, Control Box Curb Side

Hose Style - Electric

Wand Style - Electric

Hose Compartment - No

Material Recirculation - No

Boom - Dual Pillow Block Bearings

Burner Box - N/A

SUPER SHOT 125

Dimensions	- 138.25" L / 68" W / 83.25" H (125DC - 152" L / 68" W / 83.25" H)
Shipping Weight	- 2,800 lbs / 1,270 kg - Actual (125DC - 4,020 lbs / 1,823 kg - Actual)
Gross Weight	- 5,200 lbs. / 2,358 kg - Approx. (125DC - 7,000 lbs. / 3,175 kg - Approx.)
Material Capacity	- 132 Gal. / 500 liter
Melt Rate	- 1,000 lbs/hr
Heat Transfer Oil	- 34 Gal / 128 liter
Tank Construction	- Double Boiler
Tank Opening	- 14" X 18" / 355.6mm X 457.2mm
Loading Height	- 58.0 in. / 147.3 cm
Heat Input	- 250,000 Btu
Diesel Fuel Capacity	- 26 Gal. / 98 Liter (125DC - 32 Gal. / 121 Liter)

- 26 Gal. / 98 Liter (125DC - 32 Gal. / 121 Liter)

- Three Cyl. Isuzu Mod 3CB1 25.4 BHP @ 3,000 RPM

- (53 cm comp.) Three Cyl. Isuzu Mod 3CD1 33 BHP @ 3,000 RPM

- (70 cm comp.) Three Cyl. Isuzu Mod. 3CD1TX 41.6 BHP @ 3,000 RPM

- 5,200 lb. Torsional / 2,359 kg (125DC - 3,500 lb. Torsional / 1,587 kg)

- ST225/75R15 (125DC - ST205/75 R14)

- 53.8 CFM @ 100 PSI / 70CFM @ 100PSI

- 4,267 in² / 27,529 cm²

- 5,244 in² / 33,832 cm²

- 1.22:1

- Standard Super Shot

- Hydraulic Rear, Control Box Curb Side

- Electric

- Electric

- No

- No

- Dual Pillow Block Bearings

- Front Panel Removable

SUPER SHOT 250

Dimensions	- 174.00" L / 91.25" W / 81.00" H
Shipping Weight	- 5,800 lbs / 2,650 kg - Actual
Gross Weight	- 9,900 lbs. / 4,490 kg - Approx.
Material Capacity	- 250 Gal. / 946 liter
Melt Rate	- 1,700 lbs/hr
Heat Transfer Oil	- 49 Gal / 185 liter
Tank Construction	- Double Boiler
Tank Opening	- 16" X 24" / 406.4 mm X 609.6mm
Loading Height	- 58 in. / 147.3 cm
Heat Input	- 290,000 Btu
Diesel Fuel Capacity	- 32 Gal. / 121 Liter

- 26 Gal. / 98 Liter (250DC - 32 Gal./121 Liter)

- Three Cyl. Isuzu Mod 3CB1 25.4 BHP @ 3,000 RPM

- (53 cm comp.) Three Cyl. Isuzu Mod 3CD1 33 BHP @ 3,000 RPM

- (70 cm comp.) Three Cyl. Isuzu Mod. 3CD1TX 41.6 BHP @ 3,000 RPM

- 5,200 lb. Torsional / 2,359 kg

- ST225 / 75R15

- 53.8CFM @ 100PSI / 70CFM @ 100PSI

- 6,632 in² / 42,787 cm²

- 7,655 in² / 49,287 cm²

- 1.15:1

- Standard Super shot

- Hydraulic Rear, Control Box Curb Side

- Electric

- Electric

- No

- No

- Dual Pillow Block Bearings

- Front Panel Removable

7-12

For bid specifications go to

www.crafcro.com

+1-800.528.8242

Engineered Tools

Sealing Tips and Material Handling Tools



Super Shot Drip Stopper Use with Crafcro Super Shot sealing tip. Stops sealant drip once wand trigger is released.

- ① - PN# 27114 Tip Adapter
- ② - PN# 50270 Duckbill Valve
- ③ - PN# 27115 Shroud - Tip Adapter



Swivel Applicator

3" Swivel Applicator - PN# 27120

4" Swivel Applicator - PN# 27130

Use with Super Shot Melter & E-Z Pour Melters with or w/o Drip Stopper.



Crafcro Duckbill PN# 50270

Use with Super Shot Melter wands to prevent dripping of material.



Crafcro Sealing Foot / Flush

Used for random asphalt and concrete

PN# 27154 - Sealing tip/ft assembly 1/4" flush

PN# 27155 - Sealing tip/ft assembly 3/8" flush



Crafcro Sealing Foot / Protruded

Use for straight asphalt and concrete joints.

PN# 27159 - Sealing tip/ft assembly 1/4" protruding

PN# 27160 - Sealing tip/ft assembly 3/8" protruding



Crafcro Joint Sealing Tip

Use for straight asphalt and concrete joints.

PN# 27146 - Sealing tip assembly 1/4"

PN# 27147 - Sealing tip assembly 3/8"



Crafcro Round Sealing Tip

Multi-purpose for random cracks and joints.

Use with a squeegee for most applications.

PN# 27170 - Sealing tip assembly 3/8"

PN# 27171 - Sealing tip assembly 1/2"



Crafcro Applicator Disk

Used for over banding, great labor saver.

PN# 27162 - 3" Disk Assembly

PN# 27163 - 4" Disk Assembly

PN# 27164 - 6" Disk Assembly

Crafcro Heavy Duty Squeegee w/Aluminum Handle

PN# 27199

Used for leveling crack sealant and where a sealant over band is recommended.

Crafcro Replacement Blade PN# 27195



Crafcro Heavy Duty Compact Squeegee

PN# 27245 (Aluminum Handle)

Crafcro Replacement Blade PN# 27241

PN# 27245W (Wooden Handle)

Crafcro Replacement Blade PN# 27241W

Used for leveling crack sealant and where a sealant over band is recommended.



Crafcro Pour Pot with Wheels

PN# 40200

Used to apply a uniform band of sealant to a crack or joint. Wheeled for ease of use. Gravity feed with shut off lever.



Crafcro Hand Held Pour Pot

PN# 40201

For application of thin crack sealant to a joint or crack. Gravity feed with shut off



Crafcro Detack is an economical, biodegradable liquid from Crafcro that eliminates sealant tack when sprayed onto freshly applied hot pour sealant.



7-13



Your local Crafcro Representative:

CRAFCO[®]
INC.

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Gardnerville Town Board

AGENDA ACTION SHEET



1. **For Possible Action:** Discussion to approve, approve with modifications or deny the updated town policy 2.1, Personnel Management updating for the newly recorded interlocal agreement between the town and county; with public comment prior to board action.
- 2.
3. **Recommended Motion:** Motion to approve the updated town policy 2.1, Personnel Management, updating the policy for the newly recorded interlocal agreement between the town and county as written. Or based on board discussion.
Funds Available: ☐ Yes ☒ N/A

4. **Department:** Administration

5. **Prepared by:** Tom Dallaire

6. **Meeting Date:** January 5, 2016 **Time Requested:** 5 minutes


7. **Agenda:** ☐ Consent ☒ Administrative

Background Information: See attached.

8. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

9. **Board Action:**

- | | |
|-----------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved with Modifications |
| <input type="checkbox"/> Denied | <input type="checkbox"/> Continued |

	<p style="text-align: center;">TOWN OF GARDNERVILLE</p> <p style="text-align: center;">TOWN OPERATIONS MANUAL DIRECTIVES AND PROCEDURES</p>	<p style="text-align: right;">Number 2.1-2.34</p>
<p>SUBJECT: PERSONNEL MANAGEMENT</p>		<p>Issue Date 9/7/04 Updated 1/2016</p>
<p>Directive: The Gardnerville Town Board and the Douglas County Board of Commissioners (BOCC) entered into an interlocal agreement<u>contract</u> on November 5<u>July 10, 2015</u>1997 with approval at the BOCC meeting for a variety of services including h<u>Human</u> r<u>Resources and finance</u> services. In compliance with the interlocal agreement<u>contract</u>, the Town Board has substantially adopted and complies with the County Personnel Ordinance, Personnel Policies and Procedures, compensation and benefits <u>pay plan updated in 2015</u>plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division. The interlocal contract term is <u>continuous</u> from November 5<u>July 10, 2015</u>1997 for an initial five-year period unless terminated by either the Town or Douglas County with <u>a 120 days notice</u>days¹ notice. <u>A board meeting will be held, within 60 days of receipt of notice, to discuss alternate service options if either party requests termination of the agreement. An additional five-year period is in effect until July 10, 2007.</u></p>		
<p>Procedure: Town staff shall comply with the County Personnel Ordinance, Personnel Policies and Procedures, <u>2014</u> compensation and benefits plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division while the interlocal contract is in effect.</p>		

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Comment [LC1]: Deleted per Mike Rowe's advice.

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TOWN OF GARDNERVILLE
TOWN OPERATIONS MANUAL
DIRECTIVES AND PROCEDURES

SUBJECT: PERSONNEL MANAGEMENT

Number 2.1

Issue Date 9/7/04
Updated 1/2016

Directive: The Gardnerville Town Board and the Douglas County Board of Commissioners (BOCC) entered into an interlocal agreement on November 5, 2015 with approval at the BOCC meeting for a variety of services including human resources and finance. In compliance with the interlocal agreement, the Town Board has substantially adopted and complies with the County Personnel Ordinance, Personnel Policies and Procedures, compensation and benefits pay plan updated in 2015, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division.

The interlocal contract term is continuous from November 5, 2015 unless terminated by either the Town or Douglas County with 120 days notice. A board meeting will be held, within 60 days of receipt of notice, to discuss alternate service options if either party requests termination of the agreement.

Procedure: Town staff shall comply with the County Personnel Ordinance, Personnel Policies and Procedures, 2014 compensation and benefits plan, and accompanying lawful and reasonable practices of the Douglas County Human Resources Division while the interlocal contract is in effect.

DOUGLAS COUNTY, NV

2015-872452

This is a no fee document

NO FEE

11/10/2015 12:02 PM

TOWN OF GARDNERVILLE

Pgs=5

Assessor's Parcel Number: N/A

Date: NOVEMBER 10, 2015

Recording Requested By:



00025469201508724520050059

KAREN ELLISON, RECORDER

Name: TOWN OF GARDNERVILLE

Address: _____

City/State/Zip: _____

Real Property Transfer Tax: \$ N/A

INTERLOCAL AGREEMENT #2015.230

(Title of Document)

This page added to provide additional information required by NRS 111.312 Sections 1-2. (Additional recording fee applies)

This cover page must be typed or legibly hand printed.

8-4

2015-872452

FILED

2015-230

INTERLOCAL AGREEMENT

(Cost Allocation for Administrative Services performed by Douglas County) **2015 NOV 10 AM 9:55**

This Interlocal Agreement is made by and between Douglas County (County), a political subdivision of the State of Nevada, and the Town of Gardnerville ("Town"), an unincorporated town and a political subdivision of the State of Nevada, collectively referred to herein as the "Parties."

DOUGLAS COUNTY
CLERK
DEPUTY

RECITALS

WHEREAS, NRS 277.100(1) defines a public agency eligible to enter into an interlocal agreement to include counties and unincorporated towns; and

WHEREAS, NRS 277.180(1) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the contracting agencies is authorized by law to perform; and

WHEREAS, each Party is authorized by the laws of Nevada to perform or undertake numerous governmental functions and responsibilities as separate legal entities; and

WHEREAS, the Town was created pursuant to NRS chapter 269, and provides services to its residents, including without limitation, drainage; solid waste disposal; parks; recreation; streets, alleys, sidewalks; street lights; water distribution; acquisition, disposal, annexation or de-annexation, maintenance and improvement of town property provided the town advisory board presents any proposed acquisition, disposal, annexation or de-annexation, maintenance and improvement of town property to the Board of County Commissioners for review and approval. Said services are of value to the County and its citizens; and

WHEREAS, but for the provision of the services provided by the Town, the same would otherwise be provided by the County, such that the Town's provision of such services is of inherent value to the County; and

WHEREAS, the County provides administrative support services to the Town, which allows the Town to keep staffing, equipment, and facilities at a manageable level, and is a benefit to both the Town and County; and

WHEREAS, by entering into this Agreement, the County and the Town, intend to formalize the County's provision of administrative support services to the Town;

NOW, THEREFORE, in consideration of the mutual covenants, hereinafter set forth, the Parties agree to the following:

1. **Terms of the Agreement:** This Interlocal Agreement will be effective when approved by the governing bodies of the Parties and properly executed in accordance with such approval. This

Interlocal Agreement Between Douglas County and the Town of Gardnerville

Interlocal Agreement is designed to be perpetual, and shall remain in full force and effect unless terminated as provided herein or amended or restated by mutual agreement of the Parties.

2. **Services to be provided:** The County shall provide administrative services identified in the County's Cost Allocation Plan to the Town, including the following:

- a. **Treasurer:** Banking services, investment management services.
- b. **Finance:** Accounting and financial reporting, coordination of independent annual financial audit, operating and capital budget development and management, debt management, payroll and accounts payable.
- c. **Human Resources:** General Human Resources services, recruitments, employee services/benefits administration, and risk management.
- d. **Geographic Information Systems:** Creation and maintenance of spatial and tabular data, development of customized applications, and production of custom digital or hard copy maps for internal and public use. GIS Services shall also include support of the Town's use of GIS software, data, and solutions.
- e. **Technology:** Centralized technology projects; server, desktop PC, and workstation support; software applications; data network infrastructure; and security and maintenance.

Additionally, other departments providing administrative support services to the Town shall be deemed to be added to this non-inclusive listing, as appropriate, based on the study.

3. **Determination of the costs associated with services being provided:** The County shall identify the costs of these services in the annual Cost Allocation Plan (the "Cost Allocation Plan"). An independent Certified Public Accountant, in accordance with the policies and procedures contained in Federal Office of Management and Budget (OMB) Circular A-87, will prepare the County's Cost Allocation Plan. The plan shall be updated annually with actual expenditure information from the County's audited financial statements from the prior fiscal year. The Town shall have the opportunity to review and comment upon the Cost Allocation Study, including the data used to calculate the costs of services, each year prior to its annual update and approval by the County, to evaluate the cost effectiveness of each service provided, evaluate the appropriateness of each service provided, and to make appropriate adjustments thereto.

4. **Payment of Services:** The Town shall only pay for the administrative services provided to the Town's enterprise funds as indicated in the Cost Allocation Plan. Further, in recognition of the value of the services provided by the Town, the County shall not require payment of the Town's General Fund accounts within the Cost Allocation Plan.

5. **Level of Service:** Any concerns the Town has with the level of any service provided by the County shall be addressed directly to the respective department head of each department providing the respective service to the Town, and if said department head does not address such concern(s) to the satisfaction of the Town, the Town may take the concern to the County Manager, and then finally to the Board of County Commissioners if the County Manager is unable to resolve the Town's concern(s). The County will be given at least sixty (60) calendar

Interlocal Agreement Between Douglas County and the Town of Gardnerville

days to address any concern expressed by the Town before bringing the matter to the attention of the Board of County Commissioners.

6. Termination of the Agreement: Either Party may, without cause, terminate this Agreement effective July 1 of the immediately following fiscal year, upon providing at least one hundred twenty (120) days' advance written notice to the other Party. The notice of termination may provide for termination of some or all of the services provided to the Town. If only some of the services are to be terminated, the County may elect to provide notice of termination of any or all remaining services. Because both Parties are public agencies, a joint public meeting of the Parties' respective governing Boards to discuss and appropriately plan for service termination shall be held within sixty (60) days of notice of termination.

7. Personnel Policies and Procedures: With respect to the provision of Human Resources services, the Parties agree that the provision of such services is dependent upon the Town substantially complying with the County Personnel Ordinance, and Personnel Policies and Procedures, as well as the Town coordinating with the Douglas County Human Resources Department on personnel matters. To the extent reasonably practical, the Town agrees to use the County's existing job positions and, where necessary, to place newly created job titles within the County's existing job classification system. The Town shall be solely able and responsible to compensate its employees and contractors independently, and to implement any compensation and/or classification study adopted by the County as the Town determines is appropriate. The Parties also agree that Town employees are not eligible to participate in the County's collective bargaining units.

8. County Authority: The County Manager is expressly delegated the authority, by the Douglas County Board of County Commissioners, to terminate this Agreement. Notwithstanding such delegation, the Town may request the Board of County Commissioners to review and modify any decision made by the County Manager relative to the termination of this Agreement, pursuant to this delegation of authority.

9. Notice: Each respective Party agrees to indemnify and hold harmless the other Party, to the extent provided by law, from and against any liability arising out of the performance of the Agreement, proximately caused by any act or omission of its own officers, agents, and employees, if such conduct occurs in the proper execution of their duties as a representative of their employer.

- a. The laws of the State of Nevada shall be applied in interpreting and construing this Agreement.
- b. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement.
- c. This Agreement constitutes the full and final agreement between the Parties and shall not be modified except in writing and signed by both Parties.

Interlocal Agreement Between Douglas County and the Town of Gardnerville

d. All written notices under this Agreement shall be delivered to the following officials at the addresses stated:

County Manager
Post Office Box 218
Minden, Nevada 89423


Town Manager
1407 Highway 395 North
Gardnerville, Nevada 89410

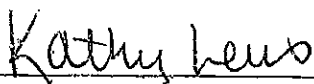
e. This Agreement may not be assigned except by writing signed by both Parties and shall be binding upon and inure to the benefit of the Parties' respective successors and assigns.

IN WITNESS WHEREOF, the Parties hereto have caused this Interlocal Agreement to be executed.

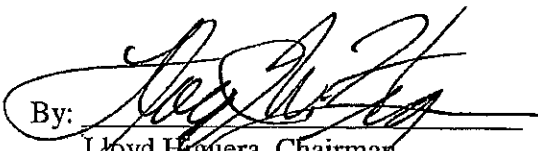
Dated this 6th day of October, 2015.

DOUGLAS COUNTY

By: 
Doug N. Johnson, Chairman
Douglas County Board of Commissioners

ATTEST: 
Douglas County Clerk

TOWN OF GARDNERVILLE

By: 
Lloyd Higuera, Chairman
Town of Gardnerville Board

ATTEST: 
Tom Dallaire, Town Manager

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

10th day of November, 2015

By:  Deputy

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for December 2015.
2. **Recommended Motion:** N/A
Funds Available: ☐ Yes ☒ N/A
3. **Department:** Administration

Prepared by: Tom Dallaire
4. **Meeting Date:** January 5, 2016 **Time Requested:** 5 minutes
5. **Agenda:** ☐ Consent ☒ Administrative
6. **Background Information:** Presented at meeting.
7. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A
8. **Board Action:**
☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued

ROWE HALES YTURBIDE

A LIMITED LIABILITY PARTNERSHIP

ATTORNEYS AT LAW

P.O. Box 2080
1638 Esmeralda Avenue
Minden, NV 89423

Telephone (775) 782-8141
Facsimile (775) 782-3685

Michael Smiley Rowe
James R. Hales
Jennifer A. Yturbide

8 December 2015

Piercy Bowler Taylor & Kern
6100 Elton Avenue, Suite 1000
Las Vegas, NV 89107

Re: *Town of Gardnerville*
Douglas County Audit

Dear Sirs:

I write to you as the result of a 4 December 2015 letter from Christine Vuletich, Assistant County Manager/Chief Financial Officer of Douglas County, Nevada. Ms. Vuletich requested several responses to discreet questions contained in her letter. Prior to the responses, and at her request, I confirm the following:

Our firm, Rowe Hales Yturbide, LLP ("Firm") acts as general counsel to the Town of Gardnerville ("Town"), and we have responsibility for the general supervision of the Town's legal affairs. In such capacity, we would have reviewed any litigation and claims threatened or asserted involving the Town or would have consulted with outside legal counsel with respect to such claims, where in our judgment it would be appropriate to do so.

Ms. Vuletich requested that our response be limited to matters with respect to which we have devoted substantial attention in the form of legal consultation or representation on behalf of the Town. Ms. Vuletich requested that our response be limited to material matters which she defined as involving loss contingencies that exceed \$15,000.00 individually or \$35,000.00 in the aggregate. Ms. Vuletich also requested that our response include matters that existed as of 30 June 2015 and any that arose prior to the effective date of our response. The effective date of our response is as set forth above, however, should a matter arise

Piercy Bowler Taylor & Kern

8 December 2015

Page 2

between the date of this response and 9 December 2015, I would promptly notify the Gardnerville Town Board, its manager and, should the matter require disclosure, you as well.

Ms. Vuletich's letter requests that the Firm set forth any limitations to its response. There are no such limitations.

We are unaware of any pending or threatened litigation, claims or assessments against the Town of Gardnerville. The Town did, however, file an action under Nevada's motor vehicle "Lemon Law" as a result of an underperforming, but brand new, garbage and trash refuse collection truck. At this point, the complaint has been filed to preserve the Town's rights, but has not been served in view of the several manufacturers' efforts at trying to ascertain, and then repair, any deficiencies in the vehicle. We are awaiting further word from the manufacturers' representatives prior to proceeding with a request for full refund of the monies paid for the garbage and refuse collection vehicle or replacement with a new vehicle that performs according to the Town's specifications.

In her letter, Ms. Vuletich advised that she represented to you that there are no unasserted possible claims and assessments to which the Firm has devoted substantial attention and which I have advised the Town and Douglas County should be disclosed in accordance with Statement of Financial Accounting Standards No. 5. The Firm concurs with Ms. Vuletich's representation regarding unasserted possible claims and assessments.

Whenever in the course of performing legal services for the Town with respect to any matter recognized to involve any unasserted claim or assessment that may call for a financial statement disclosure, we will inform the Town Board and its manager, as well as Douglas County, when, in our professional opinion, we believe such disclosure will be required. When the claim or assessment may be such that it requires a financial disclosure, this is immediately brought to the attention of the Town Board and other retained professionals. Usually, the matter is discussed at a public meeting with the Town Board, after which discussion we are advised by the Town Board of how they wish to proceed. Should such a matter require disclosure to Douglas County or to you as the County's auditors, we would promptly make such disclosure pursuant to the applicable requirements of Statement of Financial Accounting and Standard No. 5.

This response includes matters that existed as of 1 July 2015 and from that date to the date of this response. As noted, should any matter arise after the date of this letter requiring disclosure, we will provide notice to Douglas County and to you in accordance with the terms of this letter.

Piercy Bowler Taylor & Kern

8 December 2015

Page 3

Our representation of the Town is pursuant to an attorney/client retainer agreement which is currently in effect. No amounts are due to us for our services for the period ending 30 June 2015, and no amounts are due to us for our services other than those amounts which are billed monthly pursuant to that agreement. Such amounts are approved routinely by the Town Board as the result of a submittal of an invoice, and are paid routinely after review at the general business meetings of the Town Board conducted monthly.

If we can be of any further assistance to you, please do not hesitate to contact us.

Sincerely,



MICHAEL SMILEY ROWE

MSR:dd

pc: Tom Dallaire, Town Manager,
Town Board of Gardnerville
Christine Vuletich
Douglas County Manager's Office

Gardnerville Town Board

AGENDA ACTION SHEET



1. **Not For Possible Action:** Discussion on the Town Manager's Monthly Report of activities for December 2015.

2. **Recommended Motion:** None required.

Funds Available: ☐ Yes ☒ N/A

3. **Department:** Administration

4. **Prepared by:** Tom Dallaire

5. **Meeting Date:** January 5, 2016 **Time Requested:** 10 minutes

6. **Agenda:** ☐ Consent ☒ Administrative

Background Information: See attached report.

7. **Other Agency Review of Action:** ☐ Douglas County ☒ N/A

8. **Board Action:**

☐ Approved ☐ Approved with Modifications
☐ Denied ☐ Continued



Mary Wenner , Chairman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

Town Manager Monthly Report January 2015 Board Meeting

- A. Gardnerville Station (former Eagle Gas):** There is an update in the packet. County Commissioners ranked the Station 4 out of 6 applicants. Candace prepared a Memo of Understanding and submitted the document to SHPO for review and comment. McGinley has submitted a request to NDEP for coverage in the petroleum fund based on findings from the test samples taken from under the old distribution lines leaking. I am sure with the holidays among us we will have more activity next month.
- B. 395 Crosswalks –** Lumos has surveyed the intersections. Gathering more data still as of last week. They are working on the project and have provided the following schedule.
- Nov. 24th, 2015 - Contract Signed
 - December 1st, 2015 - Project Commencement
 - January 29th, 2016 - Provide 60% Plans to the Town and NDOT
 - February 15th, 2016 – Comments provided by the Town and NDOT on 60% Plans
 - February 29th, 2016 – 100% plans submitted to NDOT, Douglas County, and Town for review and approval.
 - March 21st, 2016 – comments from NDOT, Town, and County received
 - April 8th, 2016 – project out to bid
 - May 3, 2016 – project awarded
 - June 6th, 2016 – comment construction phase
 - August 12th, 2016 – construction completed
- C. Kingslane Sidewalk Project –** waiting to hear back from NV Energy.
- D. Hellwinkel Channel:** We closed out the project with Impact Construction. Did two (2) change orders which removed the Toler concrete work. We will put that portion out to bid with a larger concrete project in the spring after Charter moves their utility and removes the power poles. This contract came in under budget from what the board approved, even with the increase in seeding area on the bid tab. We submitted an application and plan to NV Energy to remove the street light at Toler and have signed a contract and submitted a claim in the amount of \$1000 for the design work and deposit for the NV Energy work. Once the plan comes back, there will be a formal bill and another contract to remove the light. Then we will need to permit and have PAR Electric install a new decorative light at the handicap ramp.
- E. Great Race:** Nothing to report. Scott and I will be doing a presentation to Sertoma this next month about what the event is and start getting the word out on that. So June 19th, Father's Day in 2016 will be our lunch stop.
- F. Office Items:**
- Reviewed and commented on the Jenuane Improvement plans. They seem to be per the design review. The county had a number of concerns.
 - Worked with Jeremy at ROA on issues with Mill Street. I want to discuss this with the board in more detail. But the short version is the north side of Mill Street is 3 to 5 inches lower than the south side, and the entire length is too flat to drain which is causing a problem now and why there is always water in the gutter. I suggest we develop a plan to make the north side drain better and perform the work along with the rest of the project when it gets built. This will require new curb gutter and sidewalk along Mill, and possibly the ramp update at 395 to ensure the drainage is fixed correctly. All three projects should be done at one time. Trinity Lutheran should not be charged for fixing a town drainage problem offsite from



Mary Wenner , Chairman
Ken Miller, Vice Chairman
Cassandra Jones, Board Member
Linda Slater, Board Member
Lloyd Higuera, Board Member

their project. So when we get plans complete we will have a better idea of costs associated with the work.

- Made progress on submitting all our data to Facility Dude to get the program for work orders up and running. We will be ordering tablets and cases for staff in January so we can start using the system hopefully by month end.
- I did hear the historical society is pursuing the Old Gym Playhouse.
- I have heard nothing further from the two local gentlemen interested in the property around Heritage Park for a large MFR apartment complex project. I did meet with High Sierra Fellowship about their interest in building a Church and admin office on the 5.8 acre parcel. They have the plan for prosperity and that would be an allowed use with a special use permit. Please provide me with some of your thoughts or concerns on the project so I can relay those things to them. I asked that they prepare a preliminary plan and present it to the board to discuss any concerns, if they plan to move forward on that project.
- Christmas Kickoff program: I would like to get some of your feedback on this. With the high winds that day, there were internal issues we were dealing with or have dealt with that will fix the problem for next year.
- Attended the NDOT workshop and raised the questions on the condition of the storm drain along Highway 395 from Eddy Street to Bell Street. The group discussed the future I-580 location on the east valley and possible exits from that bypass into town or Johnson lane and airport, and other bypass routing options considered in the past. The projects the group thought were important were;
 - Turn lane at TRE
 - Roundabout on Waterloo and 756
 - Signal now at Airport Road and possible re-alignment of Genoa Lane to intersect at new signal
 - S-curve improvements including storm drainage
 - 395 storm drain replacement. See attached email from Lee Bonner on process.
- Rural housing wants to meet with me on site at Crestmore Village to see about doing some changes to the pond there that would allow them to build two more structures onsite for Veteran housing. That meeting will be rescheduled to next month.
- Received title report on the alley between the French and Buckaroo's. Douglas County paid half the cost of the report. It has been sent to Mike Rowe and to Doug Ritchie.
- Steve Orlando from Buckaroo's came in and reported there have been private investigators asking questions about the fatal accident that happened on Hwy 395 and Eddy Street – the NHP report was sent to major investigations and has not been released as of yet.