

GARDNERVILLE TOWN BOARD

Meeting Agenda

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

1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 https://www.townofgardnerville.com

Contact: Carol Louthan, Administrative Services Manager for any questions or additional information. You may also view the board packet online at the town's website.

Tuesday, December 4, 2018

4:30 p.m.

Gardnerville Town Hall

MISSION STATEMENT

"The	Town of Gardnerville provides high quality services based on community	reeds in a cost effective and efficient manner.	We will strive to protect
	the community's quality of life while proactively preparing for the future	. We will be accessible and fully accountable to	our community."

Copies of the finalized agenda were posted on November 29, 2018 on or before the third day prior to the meeting date, by Marie
Nicholson, Office Specialist Signed: Manual Am : in accordance with NRS Chapter 241 at
following locations;
Carson Valley Chamber of Commerce, 1477 Hwy 395 N, Gardnerville NV 89410 at
Douglas County Historic Courthouse, 1616 8 th Street, Minden NV 89423, at 37 A.M.
Gardnerville Post Office, 1267 US Hwy 395 #L, Gardnerville NV 89410 at8 : 22 A.M.
Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410 at S: 30 A.M. and on the Internet at
https://www.townofgardnerville.com/

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 89410, or by calling (775) 782-7134 at least 24 hours in advance.

Notice regarding NRS 237: The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237-030 et seq. with respect to items on the agenda, and determines that each Rule which is on the agenda for which a BIS has been prepared does impose a direct and significant economic burden on a business or directly restricts the formation, operation or expansion of a business, and each Rule which is on the agenda for which a BIS has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business or a business or directly restrict the formation, operation or expansion of a business on a business or directly restrict the formation, operation or expansion of a business or a business or directly restrict the formation, operation or expansion of a business or a business or directly restrict the formation, operation or expansion of a business or a business or directly restrict the formation, operation or expansion of a business or a business or directly restrict the formation, operation or expansion of a business.

Notice: Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items shall include discussion and possible action to approve, modify, deny, or continue.

Notice: "Any invocation that may be offered before the official start of the Board meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Board. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Board and do not necessarily represent the religious beliefs or views of the Board in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Board. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Town Board of Gardnerville"

INVOCATION – Tammy Claughton – Congregational Care pastor from Lifepoint

4:30 P.M. Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE – Linda Slater

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

A. November 6, 2018 Regular Board meeting



TOWN OF GARDNERVILLE AWARD PRESENTATION

<u>NOT FOR POSSIBLE ACTION:</u> Ceremonial presentation of employee service awards to Ron Grove and Geoff LaCost for 5 continuous years of service to the Town of Gardnerville. (Presentation only)

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

- 1. For Possible Action: Correspondence.
- 2. For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities.
- 3. For Possible Action: Approve November 2018 claims.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

- 4. For Possible Action: Discussion on Town Manager report for the Gardnerville Health & Sanitation's proposed trash rate increase, and possible action directing staff regarding proposed increases to trash rates and directing staff to proceed with the public notice process in compliance with NRS 237.080 for a business impact statement and notice/publication for two consecutive public hearings to be held on the proposed trash rate increases; with public comment prior to Board action. (approx. 20 minutes)
- 5. For Possible Action: Discussion and possible action to approve Amendment #3 Cooperative Agreement P492-12-063 U.S. 395 Kingslane Project, installing 110 lineal feet of sidewalk, regarding construction of the Kingslane entrance and replacement of a portion of the existing perimeter wall along with new channel and culvert improvements, increasing funding from Nevada Department of Transportation and extending the project timeline, and authorizing the town manager to sign the agreement; with public comment prior to Board action. (approx. 5 minutes)
- 6. <u>For Possible Action</u>: Discussion and possible action to approve Amendment #3 to the Crosswalk project agreement with NDOT extending the project timeline and authorize the town manager to sign the agreement; with public comment prior to Board action. (approx. 5 minutes)
- 7. <u>Not for Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for November 2018. (approx. 5 minutes)
- 8. <u>Not For Possible Action</u>: Discussion on the Town Manager's Monthly Report of activities for November 2018. (approx. 5 minutes)
- 9. <u>Not For Possible Action</u>: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville. (approx. 10 minutes)



- 10. <u>For Possible Action</u>: Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2019.
 - a. Election of Gardnerville Town Board Chairman for the 2018 calendar year; with public comment prior to Board action.
 - b. Election of Gardnerville Town Board Vice-Chairman for the 2018 calendar year; with public comment prior to Board action. (approx. 10 minutes).

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Gardnerville Station - Grand Opening Ribbon Cutting Ceremony – 4:30 PM, December 17, 2018 Next Regular Town Board meeting - January 8, 2019 Special Board training workshop meeting: January 14-18, 2019



GARDNERVILLE TOWN BOARD

Meeting Minutes

Cassandra Jones, Chairman Linda Slater, Vice Chairman Lloyd Higuera, Board Member Ken Miller, Board Member Mary Wenner, Board Member 1407 Highway 395 N. Gardnerville, Nevada 89410 (p)775-782-7134 (f): 775-782-7135 https://www.townofgardnerville.com

Contact: Carol Louthan, Administrative Services Manager for any questions or additional information. You may also view the board packet online at the town's website.

Tuesday, November 6, 2018

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Father Oliver, St Gall's Catholic Church

4:30 P.M. Chair Jones called the meeting to order and a determination a quorum is present was made.

PLEDGE OF ALLEGIANCE – Cassandra Jones

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

Mr. Jerry Turner is here on behalf of our kids, grandkids and great grandkids. We have been penetrated and premeated by government, our educational system at all levels, big business and all of our institutions, by socialism, communism and fascism. Read the Communist Manifesto, the 45 goals of communism, the 46 goals of socialism and the founding father's writings and warnings. How is it that these things ended up in our constitution. Reference was made to the Constitution Article 6, paragraph 2, The Naked Socialist and the Naked Communist.

No further public comment.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

Motion Miller/Slater to approve the agenda as presented.

No public comment.

Upon call for the vote, motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

- A. October 2, 2018 Regular Board meeting
- B. October 15, 2018 Special Combined Minden & Gardnerville Town Board meeting; with public comment prior to Board action.

Motion Higuera/Wenner to approve the previous minutes.

No public comment.

Upon call for the vote, motion carried unanimously.



CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

- 1. <u>For Possible Action</u>: Correspondence. Read and noted.
- 2. <u>For Possible Action</u>: Health and Sanitation & Public Works Departments Monthly Report of activities. Accepted.

https://www.townofgardnerville.com/

- 3. <u>For Possible Action</u>: Approve October 2018 claims. Approved.
- 4. <u>For Possible Action</u>: Approve changing the date of the January Town Board Meeting from January 1, 2019, New Year's Day, to January 8, 2019. Approved.
- 5. <u>For Possible Action</u>: Recommend approval of a Douglas County Outdoor Festival Entertainment Event Application by Carson Valley Chamber of Commerce for the 23rd Annual Parade of Lights, December 1, 2018 starting from Eddy Street and ending in Minden Park, and a waiver of associated street closure fees by Town of Gardnerville. This event includes closures of the following Town maintained streets from 3:00 p.m. to 8:00 p.m.: Gilman, South Ezell Street and Eddy Street. Recommend approval.
- 6. <u>For Possible Action</u>: Approve the request by Lynn and Curtis Jordan to accept a storm drain easement modification located on 1300 Kimbles Way, formally a site for Recreational Vehicle parking, and is proposed to be a single family residence. The site is located at the end of Kimbles Way, north of Chichester Drive, east of Grendon Way, APN: 1320-33-311-016. Approved.
- 7. <u>For Possible Action:</u> Accept the construction of the storm drain realignment across Ted Borda's Property conveyance pipe from the storm drain system on the Hussman Ave. to the Cottonwood Slough and approve the abandonment of the existing open drainage channel from the former pipe outlet to the Cottonwood Slough. Approved.

Motion Higuera/Miller to approve the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

8. For Possible Action: Discussion and possible action to approve, approve with modification or deny a request by RO Anderson enlarging the previously approved wetland enhancement pond located west of Heybourne Meadows (formally known as The Ranch at Gardnerville), north of the trail head on Snaffle Bit Drive and west of Lasso Lane contained entirely on the town owned open space property, APN: 1320-32-614-002; with public comment prior to board action

Mr. Rob Anderson has been working with Tom on the potential to expand the pond. We appreciate the town's cooperation. I presented to Tom an updated configuration sheet. The Board was shown illustrations of the alternatives for the pond. The permitting for the wetland area, if it meets with your approval, we will ask for from the Corp of Engineers as part of our permit application. One of the benefits to the town is by excavating it reduces the number of construction vehicle trips on Hwy 395 and local streets.

Mr. Dallaire was looking for some direction from the board. The County has to approve this. Minden will be talking about it. The pond is 9 or 10 feet deep with water today. The slope people can walk up and down. Over the years we can do some amenities out there. It will be a bigger perimeter to take care of. All the stormwater will be diverted and go into this pond. We've asked for a little area to treat the water going into the pond so we can get the contamination before it gets into the water. The trees and dg path were going to be installed by the contractor.

Concerns from Vice-Chair Slater were the aeration of the pond and settling on a design that residents can rely on and not worry about it being changed again.

Mr. Higuera likes the benefit of not having all the truck traffic.

Public comment.

Mr. Jerry Turner commented the American people have been led to a misconception on how water works. To know the truth on how water works watch the video Primary Water Exposed or go primarywater.org.

No further public comment.

Motion Higuera/Slater to approve Alternative 2, a request by RO Anderson enlarging the previously approved wetland enhancement pond located west of Heybourne Meadows, formerly known as the Ranch at Gardnerville, north of the trailhead of Snaffle Bit Drive and West Lasso Lane, contained entirely on the town owned open space property APN 1320-32-614-002. Motion carried unanimously.

9. For Possible Action: Discussion on (1) the update to the Gardnerville Station building remodel and site improvement items, and (2) discuss the grand opening event for the building remodel; with public comment prior to board action

Mr. Dallaire gave an update on the building remodel. We have an HOA meeting there tomorrow. We are still holding the final payment to the contractor. Mike Fischer is working with us on the historical aspect. Jim Finger used to run the Shell station. His daughter was there from Sparks on Saturday. She wants to come to the ribbon cutting ceremony. For the SHPO (State Historic Preservation Office) requirements, we have information on the birth of Gardnerville, the Pyrenees and the East Fork. I would like to do solar pictures on the side windows. Mike still has interviews to do. We are looking at the week of December 11th for the opening. We can have the Christmas potluck at the building on the 14th and then have the ribbon cutting. The 17th to the 21st would work too. The first week in December would work as well.

Vice-Chair Slater felt the contractor has worked with the town on a lot of in-kind items, but in the future we need to make sure we have a contract that has a penalty for being late.

10. For Possible Action: Presentation and discussion to accept and recommend to the Douglas County Planning Commission and Douglas County Board of County Commissioners to accept the 2018 update to the Town of Minden and Gardnerville Plan for Prosperity; with public comment prior to board action.

Mr. Dallaire asked if the board had any comments or concerns.

Chair Jones called for public comment.

Mr. Glenn Linderman thought there was a lot of redundancy. Everything was said three or four times.

Mr. Jerry Turner would like the Board to do the research on the Plan for Prosperity. It's the United Nations Global Biodiversity Assessment.

No further public comment.

Mr. Dallaire was hoping we would get the agrihoods in there. JD and I will be doing a presentation to the planning commission hoping to get a recommendation to the board of commissioners for approval.

Motion Miller/Slater to accept the Plan for Prosperity with corrections to be made as discussed at the prior meeting and recommend to the Douglas County Planning Commission and Douglas County Board of Commissioners to accept the 2018 update of the towns' of Minden and Gardnerville Plan for Prosperity. Motion carried unanimously.

11. For Possible Action: Discussion and possible action to approve, approve with modification or deny an addendum to modify the existing agreement with Race Studios to provide that Race Studios draft the Town of Gardnerville's Design Guidelines to support and be consistent with the proposed 2018 update to the Town of Minden and Gardnerville Plan for Prosperity. There will be no additional out-of-pocket fee for the service contemplated by the proposed addendum; rather, the fee will be applied from funds on credit with Race Studios for services that will no longer be performed under the existing agreement; with public comment prior to Board action.

Chair Jones spoke with Bruce about McDonalds having 1000 architectural designs. You just have to know how to tell them no and force them into a design that fits your character. A good example is the tavern last month. If we want to force them away from the stucco box design and force them toward an alpine look, where can we force them to go to look for that. When Bruce and I were talking there were funds available in the contract that would give us the teeth to say no. Part of this is not just creating the design guidelines, but educating staff how to use them so we can

negotiate with builders, big box stores and chains. I love Main Street but if the personality of Main Street can be extended all the way down to Wal Mart why shouldn't we.

Mr. Dallaire responded we do have a set of design guidelines that is incorporated with the previous plan. Both of those plans were the same. The design guidelines are mainly architecture. There are elements in the plan that would still fit with the plan today. The direction was we need to prepare a plan to replace the master plan element for the land use section of Minden and Gardnerville. Now we have no leadership at the county level so we are accepting the Plan for Prosperity as it is. Then the county will go through another master plan update and we will fight to get that incorporated into the master plan at that time. Bruce has around \$60,000 left over for the revisions and one more trip to help present the plan to the commissioners.

Mr. Miller asked if it is of value to you or can you do it yourself as an engineer/town manager?

Mr. Dallaire doesn't share JD's enthusiasm. I don't want to take on the design guidelines. There's a lot of things we need to work on internally. Anything downtown is straight storefronts. But nothing is built to that anymore. We need to relocate the gateway down to 7-11. What does Muller Parkway look like? If Muller happens then 395 needs to be part of the equation. We didn't get all the zoning because the county didn't want to go that direction. If we can convey to them this is what we are looking for it would be a little more amenable.

Chair Jones called for public comment.

Mr. Turner is concerned where the money is coming from: bonds, loans, transportation dollars. Is there going to be an analysis, or an election for people to vote on this? I haven't heard any of that. Until that is addressed my answer is no.

Mr. Linderman thought the idea of having one document covering both towns with its unique characteristics would go further in having it approved at the county level showing the cooperation and the diversity of both.

Mr. JD Frisby, Minden Town Manager, Gardnerville resident, felt the board has touched on a lot of same conversations I've had in my mind. My fear, having not heard this item yet, my board has made it clear that design guidelines are very important. So it would be very important for the town to proceed to have their own design guidelines. Whether they are separate or together we would make sure the scope was according to what we would like to see done. My fear is if this board votes to move forward and my board votes not to. There is a desire for the guidelines, but whether it is with Bruce Race or not is a different question. I don't know if \$50,000 is all or nothing in this.

No further public comment.

Chair Jones noted on the finances, this is already budgeted. We're not pulling money from other sources.

Mr. Miller can make the motion with a stipulation in partnership with Minden. If they don't go for it, we could always pull back.

Motion Miller/Slater to recommend accepting Bruce's proposal in joint with Minden. If that does not happen, we negotiate on our own with Race Studios. Motion carried unanimously.

12. For Possible Action: Discussion on DRAFT Resolution 2018R-02 for the Gardnerville Health & Sanitation's proposed trash rate increase; with public comment prior to Board action.

Attorney Yturbide reviewed the resolution and would like to double check the legislation on the process.

Chair Jones has not seen a draft resolution. It wasn't in the packet. Do we need to defer the matter to next month?

Mr. Dallaire's problem is these are all dependent on what action you take or direction you give. The wording was all from Mike Rowe from the last time we did this.

Attorney Yturbide would like to go back and check the statutes. You could move to continue the draft resolution and continue with the next portion.

Mr. Miller asked if we approved a rate increase, it would not be effective until next fiscal year. If we have a new rate increase it should be effective July 1 of 2019, not effective in February or March.

Attorney Yturbide asked perhaps if you want to consider continuing this and move to the next item.

Chair Jones continued item 12. It will be brought back next month.

13. For Possible Action: Discussion on a DRAFT Business Impact Statement for the Gardnerville Health & Sanitation's proposed trash rate increase; with public comment prior to Board action.

Mr. Dallaire has three proposals in the background information of this presentation. If we do build a facility and get property south of town, we would have another facility to support. The trends are up.

Chair Jones believes we have to plan for the future. Unless there's some way to get cash when those buildings are being made, this is the only way we're going to be able to buy trucks as we need them.

Chair Jones called for public comment.

Mr. Aaron Hampton asked what the threshold on residential count increase that requires you to buy an additional truck.

Mr. Dallaire answered using three trucks it's about a quarter of a truckful a day, 400 to 500 homes depending on the volume. The rest of phase 3 a, b and c at the Ranch will fill the truck over half and then Pegram's first phase will put us over the edge to where we need a fourth truck. We have a certain amount of areas. Two trucks go to old town. The Thursday route is Chichester and Stodick Estates where we need a third truck or we have to dump at DDI and then come back and finish the route. That has been taking too much time.

Mr. Hampton asked what happened in 2015 that caused the big jump in everyone returning their cans.

Mr. Dallaire responded we started charging for the cans.

Mr. Linderman asked if the maintenance building, the cost of using that for trash is accounted for in the trash department.

Mr. Dallaire explained on services and supplies it is split between Admin and Health and Sanitation. We have the maintenance part of it, but not the replacement of the building.

Mr. Linderman asked about the capital expense of the original acquisition of the building.

Mr. Dallaire does not have the building replacement on any of these.

No further public comment.

(No action taken.)

14. <u>Not for Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for October 2018.

Attorney Yturbide reported attending meetings for the Plan for Prosperity and reviewing some of those documents. There has been some work on trash truck 621, the NDOT Kingslane agreement and an HR matter, Eagle Station, DDI contract and the update on the storm drain project. Town of Minden asked me to review the joint meeting minutes for the Plan for Prosperity. Also worked on the November agenda, a question regarding posting and reviewing of the packet and attendance at the meeting.

15. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for October 2018.

Mr. Dallaire reported he's been working on the gas station and the trash study. Here is the final sign version for the Gilman pond. We will get staff to install them. I sent an agreement on the crosswalks to NDOT over the weekend. We have asked Lumos to stake out the easements along the crosswalks that need to be acquired. Ron Santi from the Lions Club wants to park the See's Candy trailer in the gas station parking lot. Is everyone okay with that?

Mr. Miller thought they might not be able to do it every year once the parking lot is done. It will be busier.

Mr. Dallaire will let him know. The speech event they have used this office in the past. It would be much better down there.

16. <u>Not For Possible Action</u>: Discussion on the Board members activities and liaison committee reports. including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville, Community Foundation of Douglas County.

Ms. Wenner reported the night of the Plan for Prosperity was the same night as the art council met.

Mr. Higuera reported Main Street has a new board member, Scott Leonard. He and his wife own Black Bear Designs. They are Main Street Gardnerville members in good standing. He has experience in being on nonprofit boards. He will be an asset. The fall festival was a big success. They see that as a regular event. NACO is coming to town. There was scheduled a tour of Main Street Gardnerville, but due to lack of interest they cancelled it.

Vice-Chair Slater reported Bill Soligny from the Town of Minden has been appointed to the executive committee because I termed out. Instead of going every week I go once every quarter.

Chair Jones reported there is nothing from the community foundation.

Mr. Miller reported WAVE will be participating in the flag ceremony. That's about all we have going on. We are selling bricks four or five a week.

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Mr. Aaron Hampton, in the Stodick Estates neighborhood had a common problem with speeders. People walking through were almost hit by cars. We asked if it was possible to put a crosswalk and Geoffrey found time to paint two. We have noticed a reduction in speed and everybody is really happy. Appreciate the time to do that.

Mr. Tom Brooks, CV Visitor's Authority appreciates the cooperation and support from the Town. Our aim is to promote the Carson Valley to bring visitors here. We thank you for your support and look forward to continuing to work together.

Mr. Jerry Turner commented our federal government knows the 45 goals of communism were read on the senate floor. 44 of the 45 goals have been completed. What's left is to completely destroy the United States, making it a one world government of tierney. We are one step closer to making the one world government happen by being tricked into implementing the United Nations Global Biodiversity Assessment. Knowing who you are, protect our kids, grandkids, great grandkids. We are not going to let evil prevail. The reason our government was created was to protect American people's God given rights. And those rights are being attacked. Read the Naked Communist, by W. Cleon Scouson, The Naked Socialist, The 7 Pillars of Socialism and the 46 Goals of Socialism, Socialism The Road to Slavery. It shows the history of the last 250 years by Dr. John Colman.

Meeting adjourned at 6:34 p.m.

Respectfully Submitted,

Gardnerville Town Board AGENDA ACTION SHEET
1. For Possible Action: Correspondence
2. Recommended Motion: Receive and file Funds Available: □ Yes □ N/A
3. Department: Administration
Prepared by: Tom Dallaire
4. Meeting Date: December 4, 2018 Time Requested: N/A
5. Agenda: 🖻 Consent 🛛 🗖 Administrative
6. Background Information: See attached.
7. Other Agency Review of Action: Douglas County N/A
8. Board Action:
Approved Approved with Modifications Denied Continued

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Tom Dallaire
FROM: Paula Lochridge
SUBJECT: Praise for Christmas Kickoff
DATE: 11/30/18

Comments about the Christmas Kickoff from Facebook Thursday evening/ Friday morning:



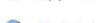
Ryann Shoaf I really love all the town does to create community! Like Reply 4h



Virginia Hall Thank you Town of Gardnerville! You guys rock! Like Reply 24m



Wess Martin
Pretty cool when our Christmas Fireworks are better than Carson City's 4th of July show!!!!
Like Reply 15h



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Cindy Sauber Wohler Thank you to our wonderful little town 💙 the firework show was Awesomel





Donna M Ferguson WOWII The fireworks at Heritage Park Christmas Kickoff were fantastic! Thanks to the organizers that put the whole evening together!!

Like Reply 15h Edited



Corina Thorne The fireworks are awesome. They have Christmas music blaring (bring earplugs) and a light show and then fireworks! Its so festive.

Like · Reply · 1d

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Linda Van Der Sluis The fireworks were great from my backyard Like Reply 15h



Erin Cain ▶ Gardnerville Christmas Kickoff 13 hrs • ④

Greatest fireworks show ever!! #Gardnerville



Misty Magee Dude it was better than the 4th!!

Like Reply 12h

🗣 🌍 Erin Cain replied - 1 Reply



Terri Hickey Beautiful fireworks tonight! Thanks for a fun kickoff to this holiday season!



Like Reply Message 14h

Richard Johnson rave for another wonderful show. Rant again this year a few inconsiderate people thought they hadmto drive on the northside of the park during the fireworks and interrupt the show for those who were trying to watch. Very rude.

Like Reply Message 14h

Mark Ortiz Awesome firework show! It's always the best local show all year!

Like Reply Message 13h



Melody Ridenour Town of Gardnerville The fireworks did go on last night, it was the best part for me. Thank you !

Like Reply 51m

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Nicholson, Marie

To: Subject: Dallaire, Tom More kudos for the Town of Gardnerville

Shirley Brandt - came in and told me that the fireworks were the best ever! She watched them from her home in Chichester and they were fantastic.

Thank you,

Marie Nicholson, Office Specialist Town of Gardnerville 1407 US Highway 395 North Gardnerville, NV 89410 775-782-7134 phone 775-782-7135 fax mnicholson@douglasnv.us

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Tom Dallaire

FROM: Paula Lochridge

SUBJECT: Praise for Christmas Kickoff

DATE: 11/30/18

Today I received a call from resident Linda O. who wanted to compliment the town on the prettiest and nicest fireworks display she has ever seen... and she's 72. She said the colors were "off the charts".

Paula

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Tom Dallaire

FROM: Marie Nicholson

SUBJECT: Praise for Christmas Kickoff

DATE: 11/30/18

Today I got a call from Katrina Rowe. She is a Main Street Gardnerville Board Member who volunteered to help serve cobbler and beverages at the Christmas Kickoff. She said that she has gotten tons of positive feedback about last night's event. She thought it was absolutely great and wanted to be sure that the maintenance staff and everyone who participated in the event heard how wonderful it was and what a fabulous job they all did.

Marie

Gardnerville Town Board



AGENDA ACTION SHEET

- 1. <u>For Possible Action:</u> Approve Health and Sanitation & Public Works Departments Monthly Report of activities
- 2. Recommended Motion: Approve as submitted Funds Available: □ Yes □ N/A
- 3. Department: Administration Prepared by: Carol Louthan
- 4. Meeting Date: December 4, 2018
- 5. Time Requested: N/A
- 6. Agenda: Consent Administrative

7. Background Information:

Trash (Oct landfill)

Residential Accounts	1776 - total
Single Family	1747
Duplex	16
Triplex	3
Fourplex	9
Sixplex	1
Commercial accts	233
Greenwaste accts	1403
Cleanup dumpsters	17
X cans	339
# new residential accts	6 new, 11 transferred
# new commercial accts	1 – Beach & Sons Mechanical
Minimum User	26
Total tons - trash	385.84
Total tons - greenwaste	67.07

Credit Cards & Echecks (Oct)

Total Amount	\$	9,197.01
Total transactions		84
Visa	213	\$ 14,754.01
Mastercard	24 \$ 2,183.21	
Am Ex & Discvr	6	\$ 411.01
Terminal	0	\$ 0
E checks		\$ 26,669.61

⊠N/A

- 8. Other Agency Review of Action:
 Douglas County
- 9. Board Action:
- □ Approved

Approved with Modifications

Gardnerville Town Board AGENDA ACTION SHEET



1.	For Possible Action: Approve November 2018 claims.
2.	Recommended Motion: Approve as submitted Funds Available: Ves Ves
3.	Department: Administration
	Prepared by: Carol Louthan
4.	Meeting Date: December 4, 2018 Time Requested: N/A
5.	Agenda: Consent Consent Administrative
6.	Background Information: See attached.
7.	Other Agency Review of Action: Douglas County V/A
8.	Board Action:
	Approved Approved with Modifications Denied Continued

			Accoun	ts Payat	le by	Accounts Payable by G/L Distribution Report G/L Date Range 11/01/18 - 11/30/18	Distribution Report G/L Date Range 11/01/18 - 11/30/18	Report 8 - 11/30/18
Vendor	Invoice No.	Invoice Description	Status H	Held Reason Invoice Date	ate Due Date	G/L Date Received Date	Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 510.150 - Board Compensation	Compensation							
4288 - Lloyd W Higuera	11/18 BOARD	GVILLE	Paid by Check # 684386	11/01/2018	18 11/09/2018	11/09/2018	11/09/2018	250.00
24008 - Cassandra Esq Jones	11/18 BOARD	GVILLE	# vortion Paid by Check	11/01/2018	18 11/09/2018	11/09/2018	11/09/2018	275.00
28960 - Kenneth Miller	11/18 BOARD	GVILLE	# 004405 Paid by Check	11/01/2018	18 11/09/2018	11/09/2018	11/09/2018	250.00
2969 - Linda Slater	11-2018 BOARD TOWN OF	TOWN OF	# 001120 Paid by Check	11/01/2018	18 11/09/2018	11/09/2018	11/09/2018	250.00
8364 - Mary Wenner	11-2018 BOARD TOWN OF GARDNER	GARDINERVILLE TOWN OF GARDNERVILLE	# 001133 Paid by Check # 684527	11/01/2018	18 11/09/2018	11/09/2018	11/09/2018	250,00
			Account 510.150		- Board Compensation Totals	Invoice Transactions	ctions 5	\$1,275.00
Account 511.201 - PEBS-Ret.Medical 20219 - NV State Public Employees 11-18	tet.Medical 11-18	731	Paid by Check	11/01/2018	18 11/16/2018	11/16/2018	11/16/2018	9.68
	PKEMIUMS		# 08409/ Accou	Account 511.201 - PEBS-Ret.Medical Totals	et.Medical Total	s Invoice Transactions	ctions 1	\$9.68
Account 520.055 - Telephone Expense 29103 - Frontier 782-7134 1	one Expense 782-7134 10/18	e Expense 782-7134 10/18 775-782-7134-050279-	Paid by Check	10/16/2018	18 11/02/2018	11/02/2018	11/02/2018	114.76
29103 - Frontier	782-3856 10/18	2 782-3856 10/18 775-782-3856-080802- 7	# 684122 Paid by Check	10/16/2018	18 11/02/2018	11/02/2018	11/02/2018	56.84
32036 - Spectrum Business	0653088110118	2 8354110060653088	# 004122 Paid by Check # 604756	11/01/2018	18 11/16/2018	11/16/2018	11/16/2018	49.98
13097 - Verizon Wireless	9817568123	842011146-00001	# 004/30 Paid by Check # 604706	11/01/2018	18 11/16/2018	11/16/2018	11/16/2018	325.73
29103 - Frontier	782-7134 11/18	782-7134 11/18 775-782-7134-050279-	# 0041/30 Open	11/16/2018	18 11/30/2018	11/30/2018	11/30/2018	107.31
29103 - Frontier	782-3856 11/18	782-3856 11/18 775-782-3856-080802- 5	Open	11/16/2018	18 11/30/2018	11/30/2018	11/30/2018	56.84
		n	Account	Account 520.055 - Telephone Expense Totals	e Expense Total	Invoice Transactions	ctions 6	\$711.46
Account 520-01/2 - Advertusing 22633 - Sierra Nevada Media Group 13	132976- 132976-	1063912	Paid by Check	10/31/2018	18 11/16/2018	11/16/2018	11/16/2018	118.58
	OTATION		# 00/100	Account 520.072 - Advertising Totals	dvertising Total	s Invoice Transactions	ctions 1	\$118.58
Account 520.084 - Replacement & Repair 7910 - Curtis & Sons Construction Inc 54968	ement & Repair 54968	GVILLE	Paid by Check	10/25/2018	18 11/09/2018	11/09/2018	11/09/2018	9.95
			# 004329 Account 52	22 Account 520.084 - Replacement & Repair Totals	t & Repair Total	s Invoice Transactions	ctions 1	\$9.95
Account azuruss - Power 2924 - NV Energy	2856009 10-18	2856009 10-18 1000285600907757795	Paid by Check	10/24/2018	18 11/09/2018	11/09/2018	11/09/2018	246.03
			3-6		Account 520.089 - Power Totals	s Invoice Transactions	ctions 1	\$246.03
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Vendor Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin Account 520.090 - Water 1429 - Gardnerville Water Company 640.0									
10 - Gardnerville Town rtment 921 - Gardnerville Admin Account 520.090 - Water Gardnerville Water Company	Invoice No.	Invoice Description	Status Held Reason	1 Invoice Date	Due Date	G/L Date R	Received Date Pay	Payment Date I	Invoice Amount
/ater									
	640.01 9-10/18	640.01	Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/	11/16/2018	25.93
1429 - Gardnerville Water Company 690.0	690.01 9-10/18	690.01	# 684630 Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/	11/16/2018	88.43
1429 - Gardnerville Water Company 410.0	410.03 9-10/18	410.03	# 684630 Paid by Check # 604630	11/01/2018	11/16/2018	11/16/2018	11/	11/16/2018	34.30
				Account 520.090 - Water Totals	Water Totals	Invoice	Invoice Transactions 3	I	\$148.66
Account 520.092 - Heating 3021 - Southwest Gas (SWG) 0015	5779022 11	2410015779022	Open	11/14/2018	11/30/2018	11/30/2018	11/	11/30/2018	30.38
3021 - Southwest Gas (SWG) 1072	2224004 11	2411072224004	Open	11/14/2018	11/30/2018	11/30/2018	11/	11/30/2018	52.24
-18 3021 - Southwest Gas (SWG) 1188	8600002 11	2411188600002	Open	11/14/2018	11/30/2018	11/30/2018	11/	11/30/2018	28.57
-18			Acco	Account 520.092 - Meating Totals	eating Totals	Invoice	Invoice Transactions 3	1	\$111.19
Account 520.097 - Maint B&G 3472 - Whipple Electric Inc 690		19	Paid by Check	11/07/2018	11/16/2018	11/16/2018	11/	11/16/2018	46.50
				Account 520.097 - Maint B&G Totals	t B&G Totals	Invoice	Invoice Transactions 1		\$46.50
Account 520.098 - Janitorial Services 27347 - A+ Janitorial Service TOG0918		GVILLE	Paid by Check	10/31/2018	11/09/2018	11/09/2018	11/	11/09/2018	150,00
	T0G1018 (GVILLE	# 684281 Paid by Check	10/31/2018	11/09/2018	11/09/2018	11/	11/09/2018	50.00
			# 684281 Account 520.09	Account 520.098 - Janitorial Services Totals	rvices Totals	Invoice	Invoice Transactions 2	1	\$200.00
Account 520.136 - Rents & Leases Equipment 4753 - Ricoh USA Inc 14	eases Equipmer 101232712	nt 1481234-3433221	Paid by Check	10/12/2018	11/02/2018	11/02/2018	11/	11/02/2018	165.41
4753 - Ricoh USA Inc 5054	5054933491	16769392	# 684180 Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/	11/16/2018	90.23
			# 004/2/ Account 520.136 - Rents & Leases Equipment Totals	s & Leases Equi	oment Totals	Invoice	Invoice Transactions 2	I	\$255.64
Account 520.187 - Internet Expense 32036 - Spectrum Business 0598044:	ense 8044102818	Expense 0598044102818 8354110060598044	Paid by Check	10/28/2018	11/16/2018	11/16/2018	/11/	11/16/2018	49.99
32036 - Spectrum Business 0012	2509110218	0012509110218 8354110060012509	# 001/33 Paid by Check # 684754	11/02/2018	11/16/2018	11/16/2018	11/	11/16/2018	67.49
32036 - Spectrum Business	3088110118	0653088110118 8354110060653088	# 001/07 Paid by Check # 684756	11/01/2018	11/16/2018	11/16/2018	11/	11/16/2018	29,99
			Account 520.187 - Internet Expense Totals	87 - Internet Ex	pense Totals	Invoice	Invoice Transactions 3	I	\$147.47
			-3						

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GREAT PEOPLE & GREAT PLACES										
Vendor	Invoice No.	Invoice Description	Status	Held Reason In	Invoice Date	Due Date	G/L Date R	Received Date Payment Date	ent Date I	Invoice Amount
Fund 610 - Gardnerville Town Department 921 - Gardnerville Admin	E									
Account 521.130 - Legal Services 12372 - Jennifer Yturbide Law PC Corp 948	Services 948	GVILLE	Paid by Check	10	10/25/2018	11/09/2018	11/09/2018	11/05	11/09/2018	3,580.00
			# 684400	Account 521.130 - Legal Services Totals	- Legal Ser	vices Totals	Invoice	Invoice Transactions 1	I	\$3,580.00
Account 533.800 - Office Supplies 12997 - Douglas County Procurement 10-18	LACOST	GVILLE	Paid by Check	10	10/27/2018	11/16/2018	11/16/2018	11/16	11/16/2018	56.72
Program 12997 - Douglas County Procurement	10-18	GVILLE	# 684603 Paid by Check	10	10/27/2018	11/16/2018	11/16/2018	11/16	11/16/2018	96.55
Program 8479 - Tahoe Supply Company	712898	TOWNGV	# 684603 Paid by Check	10	10/18/2018	11/16/2018	11/16/2018	11/16	11/16/2018	36.50
8479 - Tahoe Supply Company	714423	TOWNGV	# 684//5 Paid by Check # 604775	Ħ	11/01/2018	11/16/2018	11/16/2018	11/16	11/16/2018	27,50
				Account 533.800 - Office Supplies Totals	- Office Sup	plies Totals	Invoic	Invoice Transactions 4	I	\$217.27
Account 533.806 - Software 16648 - E Squared C Inc	are 4475	GVILLE	Paid by Check	п	11/01/2018	11/16/2018	11/16/2018	11/16	11/16/2018	37.50
			010100 #	Account 533	Account 533.806 - Software Totals	ware Totals	Invoia	Invoice Transactions 1		\$37.50
Account 533.817 - Small Projects 12997 - Douglas County Procurement 10-18 Mr0-18	Projects 10-18 MICHOLEOM		Paid by Check	10	10/27/2018	11/16/2018	11/16/2018	11/16	11/16/2018	132.99
Program	NICCIOLON	GARDNERVILLE		Account 533.817 - Small Projects Totals Department 921 - Gardnerville Admin Totals	- Small Pro rdnerville A	jects Totals dmin Totals	Invoic Invoic	Invoice Transactions 1 Invoice Transactions 36		\$132.99 \$7,247.92

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			Accoun	its Paya	able	by G	Accounts Payable by G/L Distribution Report G/L Date Range 11/01/18 - 11/30/18	Distribution Report G/L Date Range 11/01/18 - 11/30/18	30/18
Vendor	Invoice No.	Invoice Description	Status	Held Reason Invo	Invoice Date	Due Date	G/L Date Received Date Payment Date		Invoice Amount
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.084 - Renlacement & Renair	ement & Renair								
Doug	10-18 LACOST	GVILLE	Paid by Check	10/2	10/27/2018	11/16/2018	11/16/2018	11/16/2018	296.09
Program 18821 - Fastenal Industrial	NVMIN74862	NVMIN0011	# 004000 Paid by Check # 200217	10/	10/22/2018	11/16/2018	11/16/2018	11/16/2018	9.92
12198 - O'Reilly Automotive Inc	3530-221050	1075650	# 00401/ Paid by Check	10/	10/18/2018	11/16/2018	11/16/2018	11/16/2018	6.01
726 - Central Systems Electric Inc	209619	TOWNGA	# 6647.00 Open Account 5	00 09/14/2018 11/30/2018 Account 520.084 - Replacement & Repair Totals	09/14/2018 acement & Re	11/30/2018 epair Totals	11/30/2018 Invoice Transactions	11/30/2018 4	6.07 \$318.09
Account 520.089 - Power 2924 - NV Energy	791804 10-18	1000079180404757010	Paid by Check # 684442	10/	10/24/2018	11/09/2018	11/09/2018	11/09/2018	513.80
				Account 52	:0.089 - Pe	Account 520.089 - Power Totals	Invoice Transactions	1	\$513.80
Account 520.090 - Water 1429 - Gardnerville Water Company	1302,01 9-	1302.01	Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	1,015.03
1429 - Gardnerville Water Company	10/18 1321.01 9-	1321.01	# 004030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	100.75
1429 - Gardnerville Water Company	10/18 1340.01 9-	1340.01	# 684630 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	71.07
1429 - Gardnerville Water Company	10/18 1348.01 9-	1348.01	# 084030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	1,295.21
1429 - Gardnerville Water Company	10/18 1373.01 9-	1373.01	# 004030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	150.97
1429 - Gardnerville Water Company	10/18 1745.01 9-	1745.01	# 004030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	250.21
1429 - Gardnerville Water Company	10/18 2139,01 9-	2139.01	# 00-1000 Paid by Check # 201220	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	137.21
1429 - Gardnerville Water Company	2140.01 9-	2140.01	# 001000 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	166.65
1429 - Gardnerville Water Company	2226.01 9-	2226.01	# 001000 Paid by Check # 604630	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	631.13
1429 - Gardnerville Water Company	10/18 2297.01 9-	2297.01	# 004000 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	906.49
1429 - Gardnerville Water Company	2431.01 9-	2431.01	# 004020 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	471.95
1429 - Gardnerville Water Company	10/18 2593.01 9-	2593.01	# 084030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	357.32
1429 - Gardnerville Water Company	10/18 2624.01 9-	2624.01	# 084030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	379.73
1429 - Gardnerville Water Company	2641.02 9-	2641.02	# 004030 Paid by Check	11/	11/01/2018	11/16/2018	11/16/2018	11/16/2018	367,19
1429 - Gardnerville Water Company	10,18 125.01 9-10/18	125.01	# 00-000 Paid by Check # 684630	201	11/01/2018	11/16/2018	11/16/2018	11/16/2018	47.81

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2	COUNTY	SAEAT PLACES
	DOUGLAS	8EAT 980PLE &

Accounts Payable by G/L Distribution Report

G/L Date Range 11/01/18 - 11/30/18

40.55

11/16/2018

Received Date Payment Date Invoice Amount

\$6,389.27

Invoice Transactions 16

100.77

11/02/2018

\$100.77

Invoice Transactions 1

134.00 600.00 1,565.00

11/09/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018 11/16/2018

599.90

11/30/2018

Invoice Transactions 1

\$599.90

DOUGLAS CONTY							
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date Due Date	Due Date	G/L Date R
Fund 610 - Gardnerville Town Department 923 - Parks & Recreation Account 520.090 - Water							
2153 - Minden Town of	1862.01 10/18	1862.01	Paid by Check # 684680		10/25/2018	11/16/2018	11/16/2018
Account 532.003 - Gas & Oil				Accou	Account 520.090 - Water Totals	Water Totals	Invoice
3814 - Flyers Energy LLC	CFS1715884	8308	Paid by Check # 684117		10/15/2018	11/02/2018	11/02/2018
Account 532 800 - Small Familymant	manant			Account 5	Account 532.003 - Gas & Oil Totals	s & Oil Totals	Invoice
13485 - Ahern Rentals	19638534-1	205304	Open Acc	10/05/2018 11/30/2018 Account 533.802 - Small Equipment Totals	10/05/2018 - Small Equip	11/30/2018 3ment Totals	11/30/2018 Invoice
Account 533.817 - Small Projects 271 - Carson Valley Signs 2933	rojects 2933	GVILLE	Paid by Check		10/08/2018	11/09/2018	11/09/2018
13373 - Borges Sleigh Rides Inc	11/29/18	GVILLE	# 684307 Paid by Check		11/08/2018	11/16/2018	11/16/2018
271 - Carson Valley Signs	2992	GVILLE	# 6845/3 Paid by Check # 684583		11/05/2018	11/16/2018	11/16/2018
4661 - Display Sales	INV-017048	128929	# 001200 Paid by Check # 684601		11/02/2018	11/16/2018	11/16/2018
12997 - Douglas County Procurement	10-18 LACOST	GVILLE	# corroct Paid by Check # 684603		10/27/2018	11/16/2018	11/16/2018
1.097 - Douglas County Procurement	10-18	GVILLE	Paid by Check		10/27/2018	11/16/2018	11/16/2018
rrogram 33345 - Elevated Events	779	GVILLE	# 00-000 Paid by Check # 684611		11/08/2018	11/16/2018	11/16/2018
18821 - Fastenal Industrial	NVMIN75067	1100NIMVN	Paid by Check		10/31/2018	11/16/2018	11/16/2018
18821 - Fastenal Industrial	NVMIN75129	1100NIMVN	Paid by Check		11/02/2018	11/16/2018	11/16/2018
18821 - Fastenal Industrial	NVMIN75200	1100NIMVN	Paid by Check		11/07/2018	11/16/2018	11/16/2018
2485 - PDM Steel Service Centers Inc	361253-01	78-805218	# 00-101/ Paid by Check # 684710		11/05/2018	11/16/2018	11/16/2018
13485 - Ahern Rentals	19739428-1	205304		10/30/2018 11/30/2018 Account 533.817 - Small Projects Totals	10/30/2018 17 - Small Pr	11/30/2018 ojects Totals	11/30/2018 Invoice
Account 562.000 - Capital Projects	Projects					•	
1268 - Ewing Irrigation Products	6330715	30447	Paid by Check # 684356		10/10/2018	11/09/2018	11/09/2018
			De	Account 562.000 - Capital Projects Totals Department 923 - Parks & Recreation Totals	0 - Capital Pr Parks & Recri	ojects Totals eation Totals	Invoice Invoice
			1				

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\$126.96 \$12,039.67

Invoice Transactions 1 Invoice Transactions 36

-6

126.96

11/09/2018

4.77 \$3,990.88

 2018
 11/30/2018

 Invoice Transactions
 12

11/16/2018

46.29

147.74 28.09 107.47

801.93 296.25

55.50 203.84

COUNTY	GREAT PLACES
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GREAT PEOPLE & GREAT PLAKES										
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date Payment Date	ate Invoice Amount	
Fund 610 - Gardnerville Town Department 926 - Other Public Works	4									
21697 - Blue Ribbon Personnel Services		100892	Paid by Check		10/19/2018	11/02/2018	11/02/2018	11/02/2018	8 684.50	
21697 - Blue Ribbon Personnel Services	7069	100892	# colory Paid by Check		10/26/2018	11/09/2018	11/09/2018	11/09/2018	8 740.00	
21697 - Blue Ribbon Personnel Services	7187	100892	# 001200 Paid by Check # 684570		11/02/2018	11/16/2018	11/16/2018	11/16/2018	8 578.13	
21697 - Blue Ribbon Personnel Services	7304	100892		ount 516.120	11/09/2018 11/30/2018 Account 516.120 - Contract Salaries Totals	11/30/2018 Jaries Totals	11/30/2018 Invoi	018 11/30/2018 Invoice Transactions 4	8 527.25 \$2,529.88	
Account 520.084 - Replacement & Repair	ement & Repair						0100100111			
5785 - Alsco Inc	LREN1416604	000330	Paid by Check # 684289		10/30/2018	8102/60/11	8102/60/11	8102/60/TT		
2510 - Parts House (The)	827303	4170	Paid by Check # 684460		10/10/2018	11/09/2018	11/09/2018	11/09/2018	8 14.58	
2510 - Parts House (The)	827963	4170	Paid by Check # 684460		10/15/2018	11/09/2018	11/09/2018	11/09/2018	8 7.29	
12997 - Douglas County Procurement	10-18 LACOST	GVILLE	Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	8 12.99	
18821 - Fastenal Industrial	NVMIN74862	1100NIMVN	Paid by Check		10/22/2018	11/16/2018	11/16/2018	11/16/2018	8 14.89	
12198 - O'Reilly Automotive Inc	3530-217598	1075650	# 00401/ Paid by Check # 604700		10/01/2018	11/16/2018	11/16/2018	11/16/2018	8 5.99	
2680 - Renner Equipment Company	S45195	GARDN003	# 00-1/00 Paid by Check # 684721		10/18/2018	11/16/2018	11/16/2018	11/16/2018	8 116.92	
13485 - Ahern Rentals	19682058-1	205304	open		10/16/2018	11/30/2018	11/30/2018	11/30/2018		
18821 - Fastenal Industrial	NVMIN75236	1100NIM/NN	Open Account 1		11/08/2018 11/30/2018 11/30/2018	11/30/2018	11/30/2018 Triviol	018 11/30/2018 11/30/2018	8 29.94 ¢243 58	
Line Continues	1.2.4.6.4.4		Account	194 - ton'nzo	placement or r	telvalli i utals			OC CL 74	
Account 520,095 - Street Lignes 2924 - NV Energy 2856	Lignus 2856036 10-18	10002856036077	'57800 Paid by Check # 684443		10/24/2018	11/09/2018	11/09/2018	11/09/2018		
				Account 520	Account 520.095 - Street Lights Totals	ights Totals	Invoi	Invoice Transactions 1	\$6,300.39	
Account 520.103 - Maint Road 33334 - Blue Lake Sealcoat & Striping 06	toad 06644	TOWN OF	Paid by Check		10/17/2018	11/02/2018	11/02/2018	11/02/2018	8 1,023.95	
10308 - Interstate Sales	19543	GARDNERVILLE 017	# 684069 Paid by Check		10/22/2018	11/09/2018	11/09/2018	11/09/2018	8 36.45	
12997 - Douglas County Procurement	10-18	GVILLE	# 084390 Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	8 31.14	
Program 12997 - Douglas County Procurement	10-18	GVILLE	# 084003 Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	8 3,423.55	
Program 18821 - Fastenal Industrial	UALLAIKE NVMIN75167	1100NIMVN	# 004000 Paid by Check # 684617	3.	11/05/2018	11/16/2018	11/16/2018	11/16/2018	8 74.75	
				-7						

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ALM INTERNAL					•	G/L Date Range 11/01/18 - 11/30/18	G/L Date Range 11/01/18 - 11/30/18	11/30/18
	Invoice No.	Invoice Description	Status Held	Held Reason Invoice Date	Due Date	G/L Date Received Date	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works								υ.
Account 520.103 - Maint Road 18711 - Par Electrical Contractors Inc 15	ad 151810031	2240	Paid by Check	10/31/2018	11/16/2018	11/16/2018	11/16/2018	2,298.48
13485 - Ahern Rentals	19613588-1	205304		10/01/2018 11/30/2018 Account 520.103 - Maint Road Totals	11/30/2018 t Road Totals	11/30/2018 1. Invoice Transactions 7	11/30/2018	37.99 \$6,926.31
Account 520.116 - Veh. Maint-Co Shop 4268 - Douglas County Vehicle 10@18 Maintonance TRANSFER	nt-Co Shop 10@18 TRANSFFR	MOTOR POOL	Open	11/13/2018	11/30/2018	11/30/2018	11/30/2018	264.15
			Account 52	Account 520.116 - Veh. Maint-Co Shop Totals	shop Totals	Invoice Transactions 1	s 1	\$264.15
Account 521.100 - Professional Services 12144 - Bruce Alan Race INVOICE #3	INVOICE #3	TOWN OF MINDEN/TOWN OF GARDNERVILLE	Paid by Check # 684174	10/14/2018	11/02/2018	11/02/2018	11/02/2018	7,375.18
			Account 521	Account 521.100 - Professional Services Totals	ervices Totals	Invoice Transactions 1	s 1	\$7,375.18
Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC	ا CFS1715884	8308	Paid by Check	10/15/2018	11/02/2018	11/02/2018	11/02/2018	474.22
3814 - Flyers Energy LLC	CFS1724409	8308	# 00111/ Paid by Check # 684637	10/31/2018	11/16/2018	11/16/2018	11/16/2018	581.08
			770100 #	Account 532.003 - Gas & Oil Totals	s & Oil Totals	Invoice Transactions 2	s 2	\$1,055.30
Account 532.019 - Storm Drain Maintenance 32034 - Four Point Engineering 2018-29 G	rain Maintenan 2018-29	ce GVILLE	Paid by Check # 684368	10/31/2018	11/09/2018	11/09/2018	11/09/2018	7,500.00
			# 001300 Account 532.019	Account 532.019 - Storm Drain Maintenance Totals	mance Totals	Invoice Transactions	s 1 –	\$7,500.00
Account 532.028 - Uniforms nc	s LREN1408276	000330	Paid by Check	10/02/2018	11/09/2018	11/09/2018	11/09/2018	4.39
	LREN1412478	000330	# 004209 Paid by Check	10/16/2018	11/09/2018	11/09/2018	11/09/2018	4.39
	LREN1414579	000330	# 004209 Paid by Check # 004200	10/23/2018	11/09/2018	11/09/2018	11/09/2018	4.39
	LREN1416604	000330	# 001203 Paid by Check	10/30/2018	11/09/2018	11/09/2018	11/09/2018	4.39
12997 - Douglas County Procurement	10-18 LACOST	GVILLE	# 004203 Paid by Check # 604603	10/27/2018	11/16/2018	11/16/2018	11/16/2018	34.99
rogram 13485 - Ahern Rentals	19640125-1	205304	cueroo # Open	10/06/2018	11/30/2018	11/30/2018	11/30/2018	56.00
13485 - Ahern Rentals	19649483-1	205304	Open	10/09/2018	11/30/2018	11/30/2018	11/30/2018	58.65
13485 - Ahern Kentals 4287 - Red Wing Business Advantage	1968208/-1 2018111001469	ZOWN OF	Open	11/10/2018	11/30/2018	11/30/2018	11/30/2018	83.25
	2	Gardnerville/acct. 14692			alata Tatala	Tario Terraria	, ,	4210 OF
		74072	- 8	Account 532 038 - Illaifarmas Totals	iferme Totale	Invoice Transactions	0	1

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DOUGLAS COUNTY

GREAT PEOPLE & GREAT PLACES									
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date Received	Received Date Payment Date	Invoice Amount
Fund 610 - Gardnerville Town Department 926 - Other Public Works Account 522 056 - Subscriptions	s rintions								
Doug	10-18	GVILLE	Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	375.00
Program	DALLAIKE		cnataa #	Account 532.0	Account 532.056 - Subscriptions Totals	tions Totals	Invoice Transactions 1	ctions 1	\$375.00
Account 532.116 - Crack Seal Maintenance	Seal Maintenand	CADDAT	Anad) vid hied		10/03/2018	11/07/2018	11/02/2018	11/02/2018	1.605.00
5552 - Construction Sealaries & Suppry	ZUCCZIA	MANAD	# 684092						100000
			Account 5	Account 532.116 - Crack Seal Maintenance Totals	Seal Mainter	lance lotais	Invoice Iransactions 1	T SUONS	00.c00,1¢
Account 341.146 - Major Repair and Maintenance 32034 - Four Point Engineering 2018-28 GVILLE	kepair and Main 2018-28	GVILLE	Paid by Check		10/31/2018	11/09/2018	11/09/2018	11/09/2018	31,874.00
5189 - RO Anderson Engineering Inc	41524	TOWN OF	# 684368 Paid by Check # 684475		10/08/2018	11/09/2018	11/09/2018	11/09/2018	1,200.00
2012 - Lumos and Associates Inc	98618	9400.077	Copen 10/11/2018 11/30/2018 Account 532,118 - Major Repair and Maintenance Totals	- Major Repai	10/11/2018 r and Mainter	11/30/2018 namce Totals	11/30/2018 Invoice Transactions	11/30/2018 ctions 3	254.50 \$33,328.50
Account 562.000 - Capital Projects	il Projects								
33221 - Community Office Solutions	23046	TOWN OF GARDNERVILLE	Paid by Check # 684090		10/12/2018	11/02/2018	11/02/2018	11/02/2018	10,223.00
27147 - Impact Construction Inc	1412	GVILLE	Paid by Check # 684389		10/24/2018	11/09/2018	11/09/2018	11/09/2018	616.00
28976 - Sierra Peaks Enterprises LLC	1159	TOWN OF GARDNFRVILLE	Paid by Check # 684495		10/19/2018	11/09/2018	11/09/2018	11/09/2018	350.00
32975 - Simerson Construction LLC	PAYMENT #4	TOWN OF GARDNERVILLE- GARDNERVILLE	Paid by Check # 684496		10/31/2018	11/09/2018 * 11/09/2018	11/09/2018	11/09/2018	80,435.96
12997 - Douglas County Procurement	10-18 DALLATRE	GVILLE	Paid by Check # 684603		10/27/2018	11/16/2018	11/16/2018	11/16/2018	874.98
2121 - Meeks Lumber	1127532	06G1570	Paid by Check # 684677		10/17/2018	11/16/2018	11/16/2018	11/16/2018	10.15
2121 - Meeks Lumber	1127877	06G1570	Paid by Check # 684677		10/18/2018	11/16/2018	11/16/2018	11/16/2018	34.93
13485 - Ahern Rentals	19673999-1	205304	Open		10/15/2018	11/30/2018	11/30/2018	11/30/2018	22,07
13485 - Ahern Rentals	19680269-1	205304	Open		10/16/2018	11/30/2018	11/30/2018	11/30/2018	148.11
13485 - Ahern Rentals	19692161-1	205304	Open		10/18/2018	11/30/2018	11/30/2018	11/30/2018	65.97
13485 - Ahern Rentals	19692956-1	205304	Open		10/18/2018	11/30/2018	11/30/2018	11/30/2018	48.13
13485 - Ahern Rentals	19721945-1	205304	Open		10/25/2018	11/30/2018	11/30/2018	11/30/2018	410.70
2012 - Lumos and Associates Inc	98669	8939.001	Open		10/18/2018	11/30/2018	11/30/2018		342.00
				Account 562.000 - Capital Projects Totals	0 - Capital Pro	ojects Lotals	Invoice Transactions	CUONS 13	\$151,206,74
			S net	Department 926 - Other Public works Lotais Fund 610 - Gardnerville Town Totais	hent 926 - Other Public Works Totals Fund 610 - Gardnerville Town Totals	vorks Lotais Town Totais	Invoice Transactions		\$180,683.83
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			Accounts Payable by G/L Distribution Report G/L Date Range 11/01/18 - 11/30/18	ayable	e by G	I /L Distr G/L Date I	ribution Report Range 11/01/18 - 11/30/18	Leport - 11/30/18
Vendor	Invoice No.	Invoice Description	Status Held Reason	on Invoice Date	Due Date	G/L Date Receive	Received Date Payment Date	Invoice Amount
11 - Ga rtment								
Account 510.150 - Board Compensation 4288 - Lloyd W Higuera 11/18 BOARE	Compensation 11/18 BOARD	GVILLE	Paid by Check	11/01/2018	11/09/2018	11/09/2018	11/09/2018	250.00
24008 - Cassandra Esq Jones	11/18 BOARD	GVILLE	# 684386 Paid by Check	11/01/2018	11/09/2018	11/09/2018	11/09/2018	275.00
28960 - Kenneth Miller	11/18 BOARD	GVILLE	# 684403 Paid by Check	11/01/2018	11/09/2018	11/09/2018	11/09/2018	250.00
2969 - Linda Slater	11-2018 BOARD TOWN OF	TOWN OF	# 684428 Paid by Check	11/01/2018	11/09/2018	11/09/2018	11/09/2018	250.00
8364 - Mary Wenner	11-2018 BOARD	- R	# 684499 Paid by Check # 604575	11/01/2018	11/09/2018	11/09/2018	11/09/2018	250.00
		GAKUNEKVILLE	# 08452/ Account 510.150	- Board Compensation Totals	sation Totals	Invoice Transactions	sactions 5	\$1,275.00
Account 520.055 - Telephone Expense	one Expense	e Expense 782-7124-05079-	Daid hv Check	10/16/2018	11/02/2018	11/02/2018	11/02/2018	114.76
29105 - Fronter	0T/NT LCT/_70/	5					8106/60/11	56 R4
29103 - Frontier	782-3856 10/18	775-782-3856-080802- 5	Paid by Check # 684122	10/16/2018	11/02/2018	8102/20/11	8102/20/11	10.00
13097 - Verizon Wireless	9817568123	842011146-00001	Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/16/2018	325.73
29103 - Frontier	782-7134 11/18	782-7134 11/18 775-782-7134-050279-	Open	11/16/2018	11/30/2018	11/30/2018	11/30/2018	107.30
29103 - Frontier	782-3856 11/18	782-3856 11/18 775-782-3856-080802-	Open	11/16/2018	11/30/2018	11/30/2018	11/30/2018	56.84
		Q	Account 520.055	is - Telephone Expense Totals	pense Totals	Invoice Transactions	sactions 5	\$661.47
Account 520.084 - Replacement & Repair 5785 - Alsco Inc	ement & Repair LREN1416604	000330	Paid by Check	10/30/2018	11/09/2018	11/09/2018	11/09/2018	15.00
8491 - CMC Tire Inc	5000383	5512	# 684289 Paid by Check # 504310	09/07/2018	11/09/2018	11/09/2018	11/09/2018	(65.00)
8491 - CMC Tire Inc	50010260	5512	# 007010 Paid by Check	10/19/2018	11/09/2018	11/09/2018	11/09/2018	63.45
8491 - CMC Tire Inc	50010262	5512	# 684318 Paid by Check	10/19/2018	11/09/2018	11/09/2018	11/09/2018	1,840.00
138 - Guided Truck & Equipment	G12102	GVILLE	# 684318 Paid by Check	10/12/2018	11/09/2018	11/09/2018	11/09/2018	1,633.56
138 - Guided Truck & Equipment	G12111	GVILLE	# 0843// Paid by Check	10/17/2018	11/09/2018	11/09/2018	11/09/2018	1,628.78
1957 - Lawson Products Inc	9306204880	10228446	# 007377 Paid by Check # 604410	10/17/2018	11/09/2018	11/09/2018	11/09/2018	47.95
18821 - Fastenal Industrial	NVMIN74862	1100NIMVN	# 001110 Paid by Check	10/22/2018	11/16/2018	11/16/2018	11/16/2018	14.88
2121 - Meeks Lumber	1125772	06G1570	# 08401/ Paid by Check	10/09/2018	11/16/2018	11/16/2018	11/16/2018	158.64
			10					

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation									
Account 520.084 - Replacement & Repair 12198 - O'Reilly Automotive Inc	ement & Repair 3530-217605	1075650	Paid by Check		10/01/2018	11/16/2018	11/16/2018	11/16/2018	66.9
12198 - O'Reilly Automotive Inc	3530-218101	1075650	# 684700 Paid by Check		10/03/2018	11/16/2018	11/16/2018	11/16/2018	2.32
12198 - O'Reilly Automotive Inc	3530-218284	1075650	# 684700 Paid by Check		10/04/2018	11/16/2018	11/16/2018	11/16/2018	6.49
			# 684700 Account E	00 Account 520.084 - Replacement & Repair Totals	acement & R	epair Totals	Invoi	Invoice Transactions 12	\$5,353.06
Account 520.089 - Power 2924 - NV Energy		2856009 10-18 1000285600907757795	Paid by		10/24/2018	11/09/2018	11/09/2018	11/09/2018	240.76
			# 684444	Accourt	Account 520.089 - Power Totals	ower Totals	Invoi	Invoice Transactions 1	\$240.76
Account 520.090 - Water 1429 - Gardnerville Water Company	640.01 9-10/18 640.01	640.01	Paid by Check		11/01/2018	11/16/2018	11/16/2018	11/16/2018	25,92
1429 - Gardnerville Water Company	690.01 9-10/18	690.01	# 004000 Paid by Check		11/01/2018	11/16/2018	11/16/2018	11/16/2018	88.44
1429 - Gardnerville Water Company	2219	2	# 084030 Paid by Check		09/30/2018	11/16/2018	11/16/2018	11/16/2018	2.72
1429 - Gardnerville Water Company	2235	2	# 684630 Paid by Check		10/31/2018	11/16/2018	11/16/2018	11/16/2018	8.08
			# 004030	Accourt	Account 520.090 - Water Totals	Vater Totals	Invoi	Invoice Transactions 4	\$125.16
Account 520.092 - Heating 3021 - Southwest Gas (SWG)		0015779022 11 2410015779022	Open		11/14/2018	11/30/2018	11/30/2018	11/30/2018	30.37
3021 - Southwest Gas (SWG)	-18 1072224004 11	2411072224004	Open		11/14/2018	11/30/2018	11/30/2018	11/30/2018	52.24
3021 - Southwest Gas (SWG)	-18 1188600002 11	-18 1188600002 11 2411188600002	Open		11/14/2018	11/30/2018	11/30/2018	11/30/2018	85.72
	-18			Account	Account 520.092 - Heating Totals	ating Totals	Invoi	Invoice Transactions 3	\$168.33
Account 520.097 - Maint B&G 3472 - Whipple Electric Inc 65	B&G 690	19	Paid by Check		11/07/2018	11/16/2018	11/16/2018	11/16/2018	46.50
			110400 #	Account 52	Account 520.097 - Maint B&G Totals	t B&G Totals	Invoi	Invoice Transactions 1	\$46.50
Account 520.098 - Janitorial Services 27347 - A+ Janitorial Service TOG0918	rial Services TOG0918	GVILLE	Paid by Check		10/31/2018	11/09/2018	11/09/2018	11/09/2018	150.00
27347 - A+ Janitorial Service	T0G1018	GVILLE	# 004201 Paid by Check # 684381		10/31/2018	11/09/2018	11/09/2018	11/09/2018	50.00
				Account 520.098 - Janitorial Services Totals	Janitorial Se	rvices Totals	Invo	Invoice Transactions 2	\$200.00
Account 520,136 - Rents & Leases Equipment 4753 - Ricoh USA Inc 101232712 14	& Leases Equipr 101232712	ent 1481234-3433221	Paid by Check # 684180	3-11	10/12/2018	11/02/2018	11/02/2018	11/02/2018	165.41

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7.	COUNTY	ITAT PLACES
	DOUGLAS	REAT PEOPLE 461
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Fund 611 - Gardnerville Health 8	Department 925 - Health & San
	Fund 611 - Gardnerville Health §

GREAT REOPLE & GREAT PLACES								
Vendor	Invoice No.	Invoice Description	Status Held Reason	Invoice Date	Due Date	G/L Date Received Date	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation	l 1 22000 Equipment							
Account 320-150 - Keints C 4753 - Ricoh USA Inc	a Leases Equipin	ent 16769392	Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/16/2018	48.33
			# b84/2/ Account 520.136 - Rents & Leases Equipment Totals	& Leases Equip	ment Totals	Invoice Transactions	s 2	\$213.74
Account 520.187 - Internet Expense 32036 - Spectrum Business 05980441	et Expense 0598044102818	Expense 0598044102818 8354110060598044	Paid by Check	10/28/2018	11/16/2018	11/16/2018	11/16/2018	49.99
32036 - Spectrum Business	0012509110218	0012509110218 8354110060012509	# 684/55 Paid by Check	11/02/2018	11/16/2018	11/16/2018	11/16/2018	67.49
			# 004/04 Account 520.187 - Internet Expense Totals	7 - Internet Ex	pense Totals	Invoice Transactions	s 2	\$117.48
Account 520.197 - Landfill Expense 15853 - Carson City Landfill 228079	Expense 228079 10-18	228079	Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/16/2018	20,736.32
1132 - Douglas Disposal Inc	40990612	40990612	# 084577 Paid by Check	11/01/2018	11/16/2018	11/16/2018	11/16/2018	2,615.55
	10/18		# 084008 Account 520.197 - Landfill Expense Totals	7 - Landfill Ex	pense Totals	Invoice Transactions	s 2	\$23,351.87
Account 520.198 - Recycling Expense 13443 - Benty Ranch 13443 - Benty Ranch 13443 - Benty Ranch	ing Expense 158114 158279	GVILLE	Open Open Account 520.198	10/29/2018 11/30/2018 11/02/2018 11/30/2018 - Recycling Expense Totals	11/30/2018 11/30/2018 pense Totals	11/30/2018 11/30/2018 Invoice Transactions	11/30/2018 11/30/2018 s 2	944.00 413.00 \$1,357.00
Account 521.130 - Legal Services 12372 - Jennifer Yturbide Law PC Corp 948	Services 948	GVILLE	Paid by Check # 684400	10/25/2018	11/09/2018	11/09/2018	11/09/2018	1,300.00
				Account 521.130 - Legal Services Totals	rvices Totals	Invoice Transactions 1	s 1	\$1,300.00
Account 521.135 - Legal-Collection Cost 2549 - Dallaire Tom-Petty Cash 10-18 GVILLE	Collection Cost 10-18 GVILLE 2	PETTY CASH	Paid by Check	10/25/2018	11/02/2018	11/02/2018	11/02/2018	35.00
2549 - Dallaire Tom-Petty Cash	11-18 GVILLE	PETTY CASH	# 00105/ Open 11/30/2018 11/30/2018 Account 521.135 - Legal-Collection Cost Totals	11/08/2018 egal-Collection	11/30/2018 1 Cost Totals	11/30/2018 Invoice Transactions	11/30/2018	70.00 \$105.00
Account 532.003 - Gas & Oil 3814 - Flyers Energy LLC	0il CFS1715884	8308	Paid by Check	10/15/2018	11/02/2018	11/02/2018	11/02/2018	1,507.26
3814 - Flyers Energy LLC	CFS1724409	8308	# 68411/ Paid by Check # 604677	10/31/2018	11/16/2018	11/16/2018	11/16/2018	1,666.31
				Account 532,003 - Gas & Oil Totals	s & Oil Totals	Invoice Transactions 2	s 2	\$3,173.57
Account 532,028 - Uniforms 5785 - Alsco Inc	ms LREN1408276	000330	Paid by Check # £841380	10/02/2018	11/09/2018	11/09/2018	11/09/2018	4.39
5785 - Alsco Inc	LREN1412478	000330	eck	10/16/2018	11/09/2018	11/09/2018	11/09/2018	4.39
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DOUGLAS COUNTY									
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date F	Received Date Payment Date	Invoice Amount
Fund 611 - Gardnerville Health & San Department 925 - Health & Sanitation Account 532.028 - Uniforms	S								
5785 - Alsco Inc	LREN1414579	000330	Paid by Check # 684289		10/23/2018	11/09/2018	11/09/2018	11/09/2018	4.39
5785 - Alsco Inc	LREN1416604	000330	# Concept Paid by Check		10/30/2018	11/09/2018	11/09/2018	11/09/2018	4.39
12997 - Douglas County Procurement	10-18 LACOST	GVILLE	# Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	34,99
Program 13485 - Ahern Rentals	19640125-1	205304	n open		10/06/2018	11/30/2018	11/30/2018	11/30/2018	56.00
13485 - Ahern Rentals	19649483-1	205304	Open		10/09/2018	11/30/2018	11/30/2018 11/30/2018	11/30/2018 11/30/2018	58.65 60.50
1.3485 - Anern Kentais 4287 - Red Wing Business Advantage Account	1908208/-1 2018111001469 2		Open		11/10/2018	11/30/2018	11/30/2018	11/30/2018	83.24
		14032		Account 5	Account 532.028 - Uniforms Totals	orms Totals	Invoic	Invoice Transactions 9	\$310.94
Account 533.800 - Office Supplies 12997 - Dainlas County Procurement 10-18	upplies 10-18 LACOST	GVILLE	Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	56.71
Program 1997 - Douglas County Programent	10-18	GVILLE	# 684603 Paid by Check		10/27/2018	11/16/2018	11/16/2018	11/16/2018	103.31
Program 8479 - Tahoe Supply Company	LOUTHAN 712898	TOWNGV	# 684603 Paid by Check		10/18/2018	11/16/2018	11/16/2018	11/16/2018	36.50
8479 - Tahoe Supply Company	714423	TOWNGV	# 684775 Paid by Check		11/01/2018	11/16/2018	11/16/2018	11/16/2018	27.50
			# 684775	Account 533.800 - Office Supplies Totals	10 - Office Sul	oplies Totals	Invoic	Invoice Transactions 4	\$224.02
Account 533.806 - Software 16648 - E Souared C Inc	е 44475	GVILLE	Paid by Check		11/01/2018	11/16/2018	11/16/2018	11/16/2018	37.50
			# 684610	Account :	Account 533.806 - Software Totals	tware Totals	Invoic	Invoice Transactions 1	\$37.50
Account 533.817 - Small Projects 33351 - PyroGuys Inc. 01	rojects 01	TOWN OF	Paid by Check		10/17/2018	11/16/2018	11/16/2018	11/16/2018	6,000.00
		GARDNERVILLE	# 684/1/	Account 533.817 - Small Projects Totals	17 - Small Pro	ojects Totals	Invoid	Invoice Transactions 1	\$6,000.00
Account 562.000 - Capital Projects 3472 - Whipple Electric Inc 683	Projects 683	Town of Gardnerville/19 Whipple INST Led	Paid by Check # 684530		10/09/2018	11/09/2018	11/09/2018	11/09/2018	4,550.00
3472 - Whipple Electric Inc	684	security Lighting Town of Gardnerville/19	Paid by Check # 684530		10/09/2018	11/09/2018	11/09/2018	11/09/2018	1,690.00
		WHIPPLE CLEAN CONDUIT FOR SEC LIGHTING		3-13					

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Toucion Amount	Held Reason Invoice Date Due Date G/L Date Received Date Payment Date Trivoice Announce			00 010 0	3,950.00	3,575.00	240,00	\$14,005.00 \$58,266.40 \$58,266.40
of Channel of	ate Payment Date				11/16/2018	11/16/2018	11/16/2018	ons 5 ons 66 ons 66
	Kecelved Do							Invoice Transactions 5 Invoice Transactions 66 Invoice Transactions 66
	G/L Date				11/16/2018	11/16/2018	11/16/2018	Invo Invo
	Due Date				11/16/2018	11/16/2018	11/16/2018	ojects Totals tation Totals & San Totals
	Invoice Date				11/07/2018	11/07/2018	11/07/2018	0 - Capital Pro Health & Sani Prville Health
	Held Reason							Account 562.000 - Capital Projects Totals Department 925 - Health & Sanitation Totals Fund 611 - Gardnerville Health & San Totals
¥.	Status				Paid by Check	# 004011 Paid by Check	# 684811 Paid by Check	# 084811 Del
	Invoice No. Invoice Description				19	19	19	a
	Invoice No.			Projects	687	688	689	
GREAT PROPIE & GREAT PLACES	Vendor	Fund 611 - Gardnerville Health & San	Department 925 - Health & Sanitation	Account 562.000 - Capital Projects	3472 - Whipple Electric Inc	3472 - Whipple Electric Inc	3472 - Whipple Electric Inc	

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Page 13 of 14

Run by Carol Louthan on 11/30/2018 11:45:48 AM



Accounts Payable by G/L Distribution Report

G/L Date Range 11/01/18 - 11/30/18

Received Date Payment Date Invoice Amount

G/L Date

Invoice Date Due Date

Held Reason

Status

Invoice Description

 Invoice No.

 Vendor
 Invoice No.

 Fund 614 - G'ville Ad Val Cap Proj

 Department 730 - G'ville Ad Val Cap Proj

 Account 564.500 - Machinery & Equipment

Department 730 - G'ville Ad Val Cap Proj Account 564.500 - Machinery & Equipment 2680 - Renner Equipment Company W00023 GARDN003

\$3,458.00 \$3,458.00 \$3,458.00 \$3,458.00 \$242,408.23 3,458.00 11/16/2018 Invoice Transactions 192 Invoice Transactions 1 Invoice Transactions 1 Invoice Transactions 1 10/30/2018 11/16/2018 11/16/2018 Department 730 - G'ville Ad Val Cap Proj Totals Fund 614 - G'ville Ad Val Cap Proj Totals Account 564.500 - Machinery & Equipment Totals **Grand Totals** Paid by Check # 684721

* = Prior Fiscal Year Activity

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Run by Carol Louthan on 11/30/2018 11:45:48 AM

3-15

Gardnerville Town Board AGENDA ACTION SHEET



- 1. For Possible Action: Discussion on Town Manager report for the Gardnerville Health & Sanitation's proposed trash rate increase, and possible action directing staff regarding proposed increases to trash rates and directing staff to proceed with the public notice process in compliance with NRS 237.080 for a business impact statement and notice/publication for two consecutive public hearings to be held on the proposed trash rate increases
- 2. Recommended Motion: Based on board discussion. Funds Available:
 Yes
- 3. Department: Administration
- 4. Prepared by: **Tom Dallaire**
- 5. Meeting Date: December 4, 2018 **Time Requested: 30 minutes**
- Administrative 6. Agenda: Consent

Background Information:

It has been four years since the town has implemented a rate increase for the fund. The changes to the operations cost has sustained the fund until this past year. Operations costs of maintenance of the refuse trucks, major repairs, transmission failures, and body parts replacement costs have increased the fund's expenses. Additionally, fuel and tires costs have risen significantly over this same time period. Within the past four years the town has increased from 1740 residential customers to 1811 (71 residential) and 214 commercial customers to 227 (13 commercial). This next year we will have 16 more single family homes on a residential route. No new businesses are being proposed, infill of shopping center space is slowly increasing. Staff is asking for some direction from the board on operational issues. Staff is concerned about the current health and sanitation billing practices.

See attached report.

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



Cassandra Jones, Chair Linda Slater, Vice Chair Lloyd Higuera, Board Member Ken Miller, Board Member Mary Werner, Board Member

Date: October 30, 2018

To: Gardnerville Town Board

From: Tom Dallaire, P.E., Town of Gardnerville

Subject: Health and Sanitation rate structure and billing practices.

Staff is recommending a 4% commercial Rate increase (from \$23.00 to \$24.61) and 4% increase residential rate increase and office residential to be effective March 1, 2018. With increased pressures on fuel costs, tipping costs, Charges for Green waste disposal now and other increases in expenditure line items, rates in the enterprise fund need to be adjusted. The last time the rate increased was January 2015.

MEMORANDUM

Both recommended increases are less than the Urban Consumer Price Index (CPI-U) of 13.5% (difference from 2015 to September 2018) The 2018 CPI-U = 4.5% for the past year. The combined increases are estimated to produce approximately \$22,000 annually in the Health and Sanitation Enterprise Fund.

Over the past four years, Town staff has streamlined the field collection operations and reduced the time on the routes to be as efficient as possible. There are current practices administrative staff is taking in order to operate the H&S business that we are finding need to be improved. We need to take steps to reduce this effort by staff to streamline our administrative efforts and come up with a 5 to 10 year plan for the H&S fund to ensure its success.

There are really four services staff wanted to discuss with this rate review:

- 1. Special Needs, Minimum Users and vacant or vacation stop service issues;
- 2. Credit Card Processing fee we implemented has had its share of issues;
- 3. Just have one service fee. No more trash and landfill fee.
- 4. Plan for future maintenance shop expansion to implement a recycling program.

Residential service considerations;

1. 27 stop service for vacant homes, 5 no pay, 26 minimum users, 6 special needs (staff gets

Agenda Item #4-2

can from house). There is a need for this service. Staff wanted to make you aware we are providing this service currently and see if you want to continue to provide this service. There many adjustments issued for this service and time to process and take away the tote and/or drop off the tote if and when they report they are back from vacation or 2nd home.

- 2. Credit card processing fee we are charging is not keeping up with the actual costs. There are many extra hours of town and county staff time reconciling this fee. There is never an actual point as a credit fee is attached the credit card company then charges the fee based on the rate and credit card fee. If we are truly going to get the costs covered by the credit card processing fee, we need to negotiate a fee like the county has gone to. Staff recommends just having this as a cost of doing business.
- 3. Just have one service fee. No more trash and landfill fee. This bill was split up some time ago and has been kept in service ever since. Staff has to reconcile both billings, track both billing which do not match anything that we have been able to find. We cannot find in the minutes where this billing practice was even contemplated for approval. Staff recommends either a commercial fee and residential fee or just a combined trash collection and disposal fee. This will make the accounting and reconciling practice much simpler without doing this extra step in splitting the trash from the landfill fee.
- 4. What would the board like to see as part of the future sanitation yard improvements?
 - Metal building to maintain trucks a couple bays for maintenance operations;
 - Lean-to metal shed for the truck storage;
 - Recycling center drop off point. This may need to be manned or monitored if we
 add the items DDI currently accepts and processes. At that point is there a
 difference for the customer to continue out Pinenut Road to drop off the materials to
 DDI's facility at no cost to the customer.

The extra totes are down from 2014's 811 extra 95 gallon totes to single family homes to 336 extra totes today. Do we want to consider increasing the fee on this tote in addition to the regular single family tote fee?

Recycling Service:

- A. Maintenance Yard drop-off area. We are working up the signage now to install at the maintenance yard. Currently we take green waste and large limbs. The new wall and bay added larger limbs where they will not need to be bundled and can be up to 10" in diameter, hauled and left at the yard for the guys to chip up. The residents could also empty and reuse bags of leaves they would empty into greenwaste totes located in the bay so staff can collect the green waste with the residential green waste route using the side loader.
- B. Do we want to offer a cardboard bin from DDI. There would be a cost associated with that to have it located on site. Do we need to make room for something like that?

Tealth & Sanitation

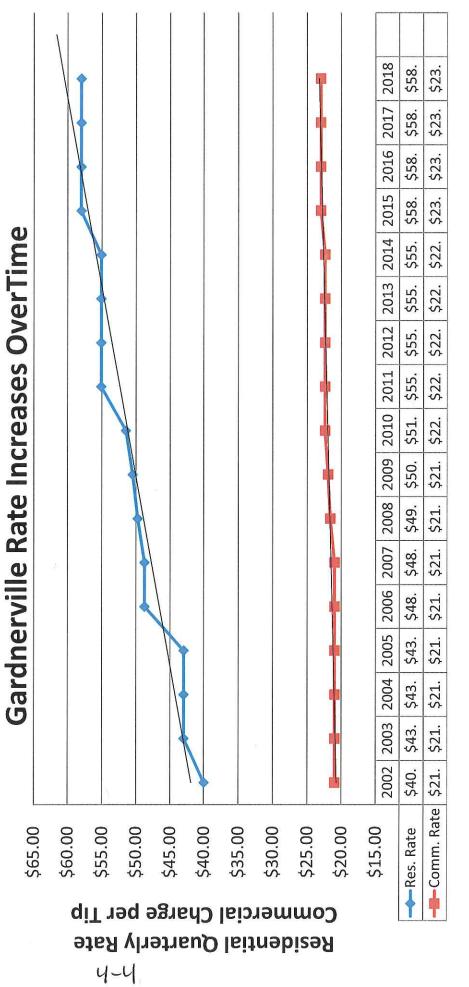
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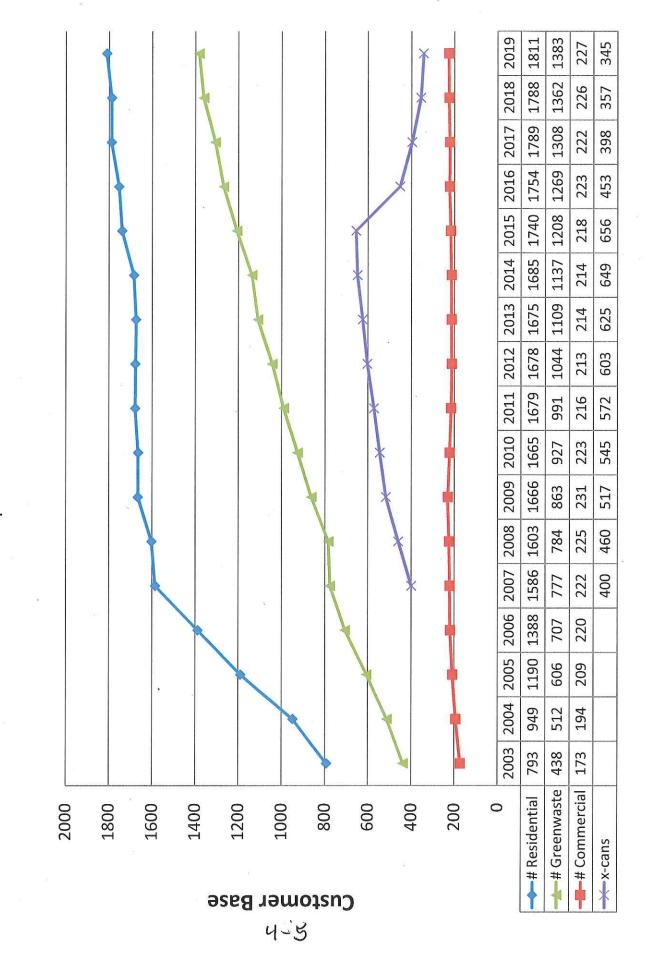
CPl – January 2015 =210.133 to September 2018 = 238.433 = 13.467% overall Increase

Table 2. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by detailed expenditure category

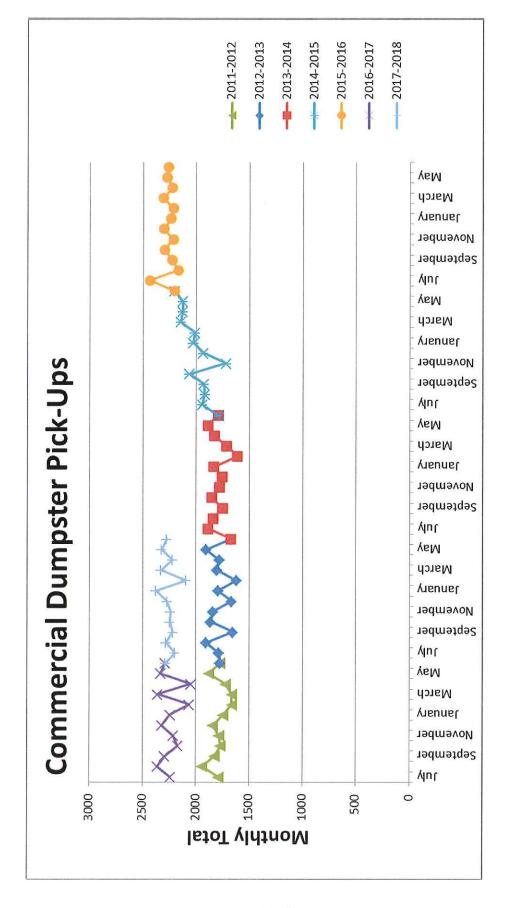
Table 2. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by detailed expenditure category, October 2018 [1982-84=100, unless otherwise noted]

		Unadjusted percent change	cent change	Seasonally	Seasonally adjusted percent change	hange
Expenditure category	Relative importance Sep. 2018	0d. 2017- 2018 2018	Sep. 2018- 0ct. 2018	Jul. 2018- Aug. 2018	Aug. 2018- Sep. 2018	Sep. 2018- 0ct. 2018
Water and sewer and trash collection services(2)	1.079	3.6	0.2	0.3	0.1	0.3
Water and sewerage maintenance	0.815	3.3	0.1	0.1	0.1	0.3
Garbage and trash collection(1)(10)	0.265	45	0.3	1.0	1.0	0.3
Household operations(1)(2)	0.870	4.7	0.0	0.0	0.0	0.0

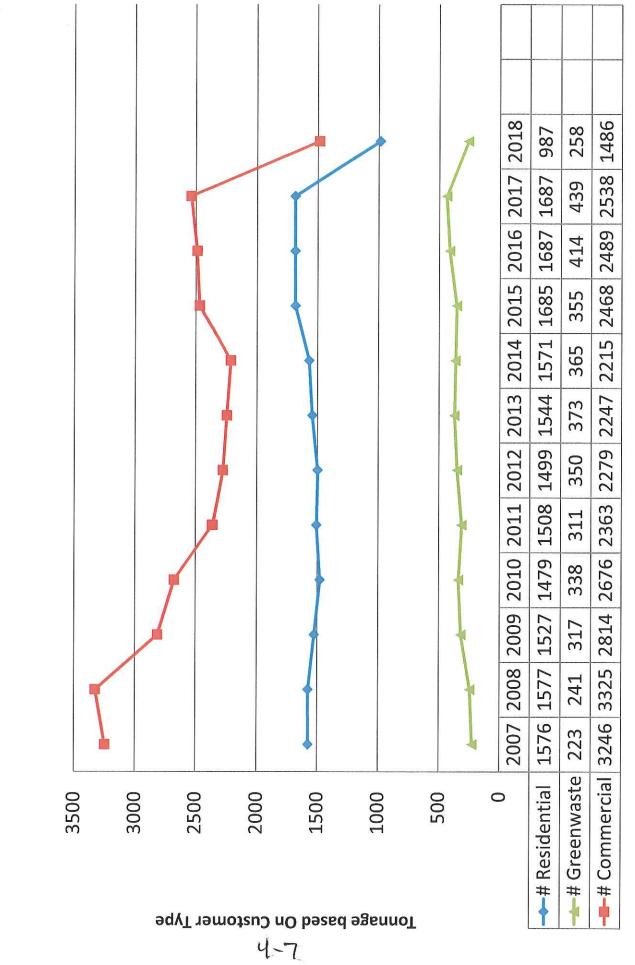




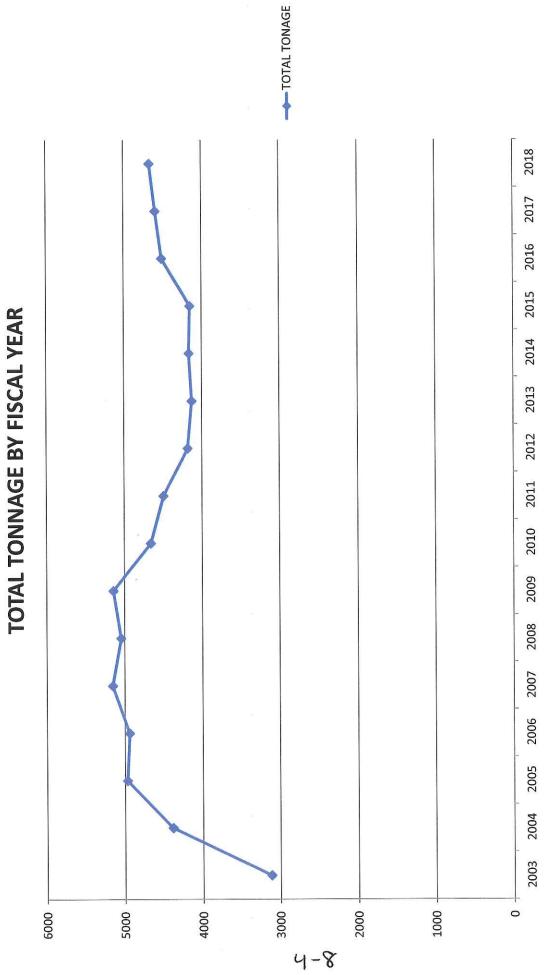
Customer Base per Service

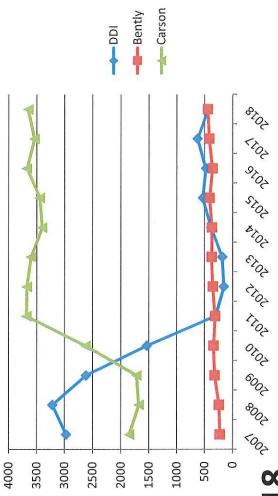


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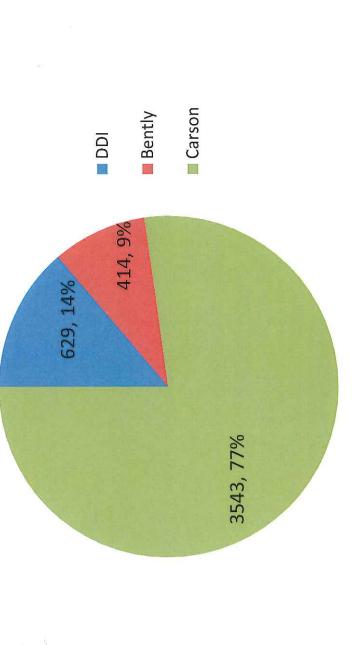


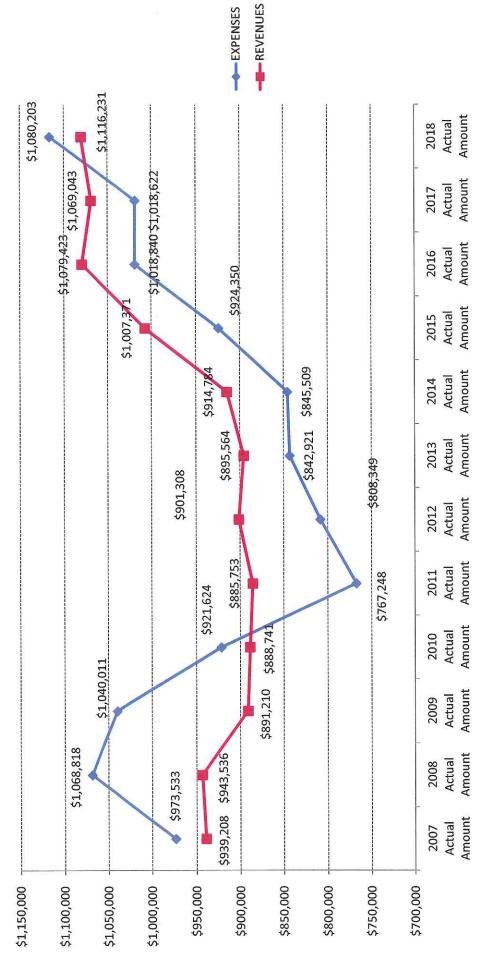
Tonnage collected based on Type of Customer





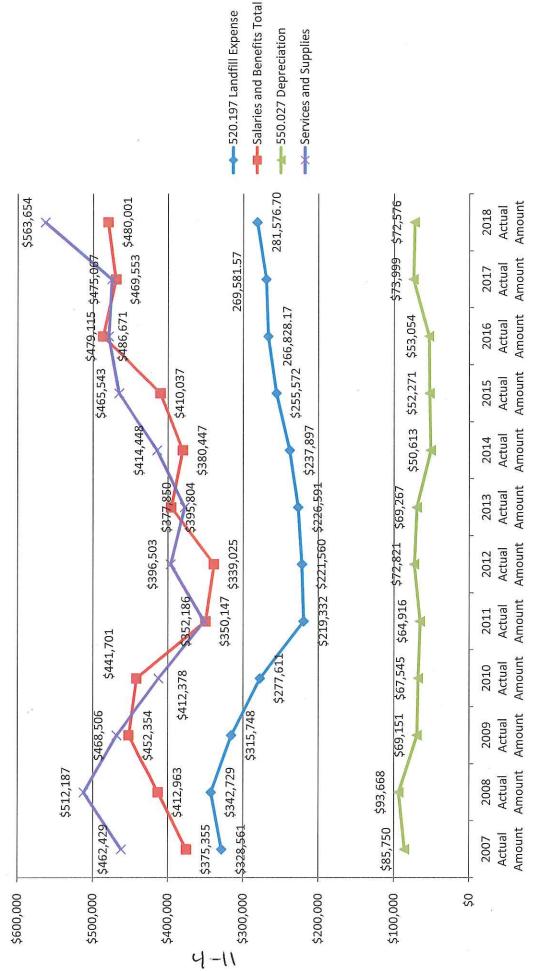
Refuse Distribution 2017-2018





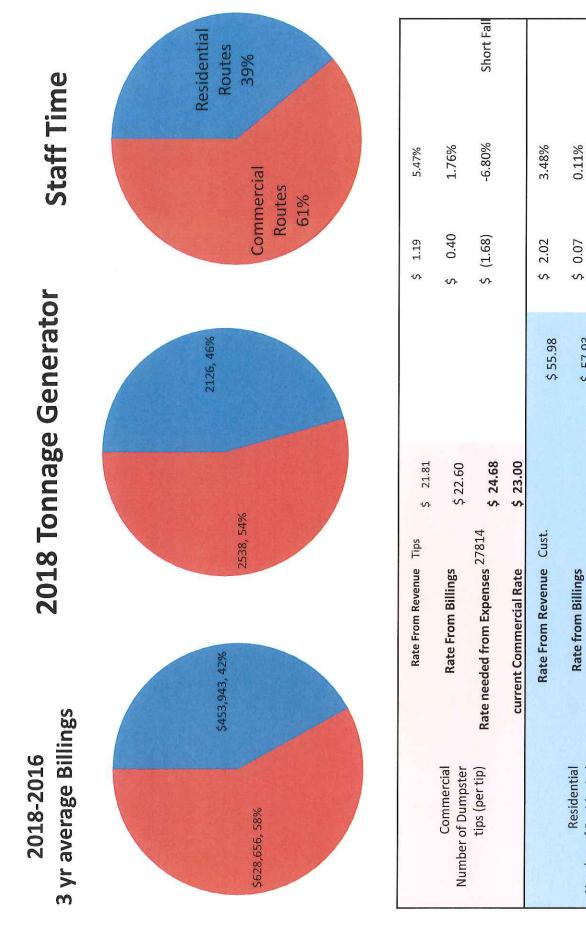
611 FUND REVENUE VS EXPENSES

4-10



	Anticipated Annual Revenue		116.116			6		-		5,		6,765	544,1	64,841			683,100	683,100	1,227,240	111,568	(000)	(208,800)	(49,350)	(267,150)	(59.10)	369,569	153,045	551,629	65,000	125,000	1,264,243	(37,003)
ZULA Proposed Uption 3		%	20 Ś		. بی ا		· ~			6 S		6 S		÷S	%	6	\$ 00	Ş	Ş		0 Ş			20 \$	Ş	Ş	Ş	Ş	ŝ	Ş	Ş	Ś
TA Propose	Number of Customers	10.0%	1820	18	3	8	1	29	27	336	1394	246	1959	prior yr	10%	229	2			Amount generated	450	3600	470	4520	5							
	Fee		63.80	127.60	191.40	755 20	382.80	64.45	16.50	16.50	1	27.50		difference from prior yr			25.30			A	(20)	(58)	(105)		ave cost per ton							
			Ş	Ş	· · ·		- ~		s s	S	S	\$					Ş				Ş	Ş			ave c							
	Anticipated Annual Revenue		110,838	2,192	548	1.949	365	1.784	425	5,292		6,458	519,406.06	40,107			652,050	652,050	1,171,456	55,784	(000)	(208,800)	(49,350)	(267,150)	(59.10)	369,569	153,045	551,629	68,750	115,000	1,257,993	(86,537)
7 11	Annu		Ş	ş	Ş	Ś	s.	S.	s.	\$	ŝ	Ş	s	ş			Ş	Ş	ŝ	\$	Ş	Ş	Ş	Ş	Ş	ŝ	Ş	Ş	Ş	Ş	Ş	Ş
	Number of Customers	5.0%	1820	18	3	8	1	29	27	336	1394	246	1959	rior yr	5%	229	27000			Amount generated	450	3600	470	4520								
	Fee		\$ 60.90	\$ 121.80								\$ 26.25		difference from prior yr			\$ 24.15			Am	\$ (20)	\$ (58)	\$ (105)		ave cost per ton							
	Anticipated Annual Revenue		109,782	2,172	543	1.930					1	6,396	514,459.34	35,161 d			664,470	664,470	1,178,929	63,257	(000'6)	(208,800)	(49,350)	(267,150)	(59.10) a	320,000	149,000	470,000	68,750	115,000	1,122,750	56,179
	Annu		ş	ş	ş	Ś	s	ŝ	\$	\$	ŝ	ŝ	Ş	÷			Ş	ş	ş	Ş	Ŷ	Ş	ŝ	Ş	ŝ	Ş	Ş	s	ş	Ş	ŝ	Ş
	Number of Customers	4.0%	1820	18	e	8	1	29	27	336	1394	246	1959	rior yr	7%	229	27000			Amount generated	450	3600	470	4520					The second s			
	160		60.32	120.64	180.96	241.28	361.92	60.93	15.60	15.60	1	26.00		difference from prior yr			24.61			Amo	(20)	(58)	(105)		ave cost per ton							
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4-12



Shortfall

-4.74%

\$ (2.75)

\$ 60.75

Rate needed from Expences 1959

Number of Residenital Customers (per qtr) **Current Residential Rate:**

\$ 58.00

\$ 57.93

K-13

Asset Forcasting

Truck Replacement

6 trucks operating - 1 reserve rear loader

- \$ 230,000 New truck replacement with \$30,000 aution revenue per truck
- \$1,610,000 in vehicle replacement costs today
- \$ 115,000 annual cost without inflation

Capital Improvements

- \$ 550,000 Maintenance Building & truck storage yard in 8 years on donated land
- \$ 68,750 needed each year for 8 years

		Current	Proposed	Qtrly Rate	Monthly Rate	Proposed
		Rate per Qtr	Rate per Qtr	Difference	Difference	Monthly Rate
	RESIDENTIAL					
	Single Family (qtr)	\$ 58.00	\$ 60.32	\$ 2.32	\$ 0.77	\$ 20.11
	Office-Residential (qtr)	\$ 58.59	\$ 60.93	\$ 2.34	\$ 0.78	\$ 20.31
	Extra Can (qtr)	\$ 15.00	\$ 15.60	\$ 0.60	\$ 0.20	\$ 5.20
	Minimum User Š	۲\$ 15.00	\$ 15.60	\$ 0.60	\$ 0.20	\$ 5.20
pu	Clean up bin (each) 💲	\$	\$ 26.00	\$ 1.00	\$ 0.33	
	COMMERCIAL	Current	Dronocad		Tin Rate	
			20000		יוף זאני	
		Rate per Tip	Rate per tip		Difference	
	Two Yrd Bins (each)	\$ 23.00	\$ 24.61	7%	\$ 1.61	
	1 1/2 yard bins (each)	Ş	\$ 18.46	7%	\$ 1.21	
	(a/menth)					
	(3 BINS TOTAL)					
	c		(
1000	SYARD BIN O	S MONS	OPTIONS BUT SERVICE	212		

OPTIONS For SELVILE

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ļ	2018	\$108.	\$58.0	\$20.00		78	78	73	28		w	w	ŝ				\$58.0	\$5.00	\$23.0	50.0
	2017	\$105.96	\$58.00	\$20.00							\$ 63.80	\$ 7.00	\$ 26.50				\$58.00	\$5.00	\$23.00	\$0.00
	2016	\$105.98	\$58.00	\$20.00													\$58.00	\$5.00	\$23.00	\$0.00
	2015	\$104.77	\$5 8.0D	\$20.00													\$58.00	\$5.00	\$23.00	\$0.00
	2014	\$102.43	\$58.00			S 73.29	\$ 73.29		\$ 27.38		\$ 58.00	5 3.90	\$ 24.15				\$55.10	\$0.00	\$22.40	\$17.00
	2013	\$100.82	\$58.00														\$55.10	\$0.00	\$22.40	\$17.00
	2012	599.68	\$58.00														\$55.10	\$0.00	\$2240	\$17.00
	1102	594.19	\$58.00														\$55.10	\$0.00	\$22.40	\$17.00
	2010	5 93.80	\$50.00			\$68.16	\$5.01		\$25.48		\$55.20	\$3.75	\$23.00	\$0.00			\$51.50	\$0.00	\$22.40	\$17.00
	5002	\$95.15	\$50.00								\$54.00	\$3.70	\$22.50	\$0.0D			\$50.50	\$0.00	\$21.96	\$16.00
	2002	S85.76	\$40.00			\$61.71	\$61.71		\$23.06		\$52.50	\$3.60	\$21.90	\$0.00			\$49.75	\$0.00	\$21.63	\$15.00
	2002	582.27	00.0F2			\$58.80	\$58.80		\$21.98		\$51.00	S3.45	\$21.25	\$0.00			\$48.75	\$0.00	\$21.00	\$15.00
1000	5006	58227							S20.98		\$51.00	\$3.45	\$2125	\$0.00			\$48.75	S0.00	\$21.00	\$15.00
1000	5002	rges 577.77										\$0.00		\$0.00			\$43.00	\$0.00	\$21.00	\$15.00
		Fees and Charges									\$43.65	\$0.00		\$0.00			\$43.00	\$0.00	\$21.00	\$15.00
0000	2003	Fet \$7020				\$50.28	\$5028		\$19.76		\$43.65	\$0.00	\$18.50	\$0.00			\$43.00	\$0.00	\$21.00	\$15.00
	7007	\$63.88				245.23	\$45.75		\$17.9B		\$43.65	\$0.00	\$18.50	\$0.00	6	D	S40.00		\$21.00	\$15.00
,	rears				sal			(2)		ç					on all					
		Transfer Station-per ton	Ormsby Landfill	Bently Agrodynamics	Douglas Disposal	Residential-quarterly	Residential-extra can	2 cans (own your own cans)	2 yard commercial	 Iown of Minden	Residential-quartenty	Residential-extra can	2 yard commercial	2 yd bin rental-month	Town of Gardnenillo		Residential-quartenty	Residential -extra can	2 yard commercial	2 yd bin rental-month

4-13

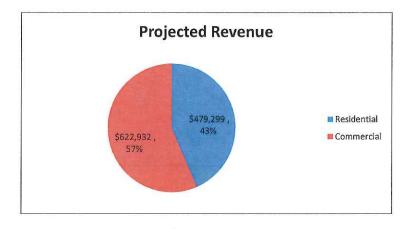
Town of Gardnerville

Health and Sanitation **Budget Summary**

		2016			2017			2018		201	19 Proposed Optic	on 1	20	19 Proposed Optio	on 2	201	19 Proposed Opti	on 3	
Customer Type	Fee	Number of Customers	Anticipated Annual Revenue	Fee	Number of Customers	Anticipated Annual Revenue	Fee	Number of Customers	Anticipated Annual Revenue	Fee	Number of Customers	Anticipated Annual Revenue	Fee	Number of Customers	Anticipated Annual Revenue	Fee	Number of Customers	A	nticipated ual Revenu
Percentage Increase	1	0.0%			0.0%	and the Condition of the Second Second		0.0%			4.0%			5.0%			10.0%	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	
Customers:					and the second sec	a fundation in the								0.075			10.078		-
Single Family (qtr)	\$ 58.00	1685	\$ 97,730	\$ 58.00	1685	\$ 97,730	\$ 58.00	1720	\$ 99,760	\$ 60.32	1761	\$ 106,224	\$ 60.90	1761	\$ 107,245	\$ 63.80	1761	\$	112,35
Duplex (qtr)	\$ 116.00	18	\$ 2,088	\$ 116.00	18	\$ 2,088	\$ 116.00	18	\$ 2,088	\$ 120.64	18	\$ 2,172		18	\$ 2,192		18	\$	2,29
Triplex (qtr)	\$ 174.00	3	\$ 522	\$ 174.00	3	\$ 522	\$ 174.00	3	\$ 522	\$ 180.96	3	\$ 543		3	\$ 548		3	\$	2,25
4 plex (qtr)	\$ 232.00	8	\$ 1,856	\$ 232.00	8	\$ 1,856	\$ 232.00	8	\$ 1,856		8	\$ 1,930		8	\$ 1,949		8	Ś	2,04
6 plex (qtr)	\$ 348.00	1	\$ 348	\$ 348.00	1	\$ 348	\$ 348.00	1	\$ 348		1	\$ 362		1	\$ 365		1	Ś	38
Office-Residential (qtr)	\$ 58.59	35	\$ 2,051	\$ 58.59	35	\$ 2,051	\$ 58.59	35	\$ 2,051	\$ 60.93	29	\$ 1,767		29	\$ 1,784		29	\$	1,86
Minimum User (qtr)	\$ 15.00	34	\$ 510	\$ 15.00	37	\$ 555	\$ 15.00	35	\$ 525		27	\$ 421		27	\$ 425		27	Ś	44
Extra Can (qtr)	\$ 15.00	410	\$ 6,150	\$ 15.00	425	\$ 6,375	\$ 15.00	435	\$ 6,525	\$ 15.60	336	\$ 5,242		336	\$ 5,292		336	Ś	5,54
Green Waste	\$-	1309	\$ -		1309	\$ -		1350	\$ -	\$ -	1394	\$ -	\$ -	1394	\$ -	\$ -	1394	Ś	
2 YD clean up Bin	\$ 25.00	178	\$ 4,450	\$ 25.00	220	\$ 5,500	\$ 25.00	246	\$ 6,150	\$ 26.00	246	\$ 6,396	\$ 26.25	246	\$ 6,458	\$ 27.50	246	Ś	6,76
Residential Revenue		1837	\$ 462,818.60		1840	\$ 468,099		1873	\$ 479,299		1900	\$ 500,223.82		1900	\$ 505,033.66	+ 27150	1900	\$	529,082.8
				difference from	n prior yr	\$ 5,280	difference fror	n prior yr	\$ 11,200	difference from pric	or yr	\$ 20,925	difference from pri	ior yr		difference from pric	Statistics and statistics	\$	49,78
Percentage Increase											7%			5%			10%		
Commercial Accounts		221			223			225			229			229	The second second	1	229		
Commercial Dumpster Tips	23	29420	\$ 676,660	\$ 23.00	26939	\$ 619,597	\$ 23.00	27084	\$ 622,932	\$ 24.61	27000	\$ 664,470	\$ 24.15	27000	\$ 652,050	\$ 25.30	27000	Ś	683,10
Commercial Revenue			\$ 676,660			\$ 619,597			\$ 622,932			\$ 664,470			\$ 652,050	<i>y</i> 20.00	27000	Ś	683,10
Total REVENUE received			\$ 1,139,479			\$ 1,087,696			\$ 1,102,231			\$ 1,164,694						4	
						+ _,,			¥ 1,102,231	Ar	nount generated		A	mount generated	\$ 1,157,084 \$ 41,412	An	nount generated	\$	1,212,18 96,51
Billed Revenue														and the second	A Constanting	and in the			
Bently	\$ (15.00)	382	\$ (5,730)	\$ (15.00)	355	\$ (5,329)	\$ (20.00)	414	\$ (8,272)	\$ (20)	450	\$ (9,000)) \$ (20)	450	\$ (9,000)	\$ (20)	450		10.00
Carson	\$ (58.00)	3510	\$ (203,580)	\$ (58.00)	3676	\$ (213,192)	\$ (58.00)	3543	\$ (205,514)		3600	\$ (208,800)		3600	\$ (208,800)		450 3600	\$	(9,00) (208,80)
Douglas	\$ (102.48)	505	\$ (51,752)	\$ (102.48)		\$ (48,955)	\$ (102.48)	437	\$ (44,784)	\$ (105)	470	\$ (49,350)		470	\$ (49,350)		470	\$	(49,35)
Total Tonnage		4397	\$ (261,062)		4509	\$ (267,476)		4394	\$ (258,569)		4520	\$ (267,150)		4520	\$ (267,150)		470	\$	(49,55)
	ave cost per to	n	\$ (59.37)	ave cost per to	n	\$ (59.32)	ave cost per to	n		ave cost per ton			ave cost per ton	1320		ave cost per ton	4320	\$	(59.10
Projected Expenses		Salaries	\$ 345,416			\$ 350,500			\$ 332,393			\$ 320,000			\$ 369,569			Ś	369,56
		Benefits	\$ 155,290			\$ 160,000			\$ 143,065		and the second s	\$ 149,000		a second	\$ 153,045			Ś	153,04
	Servi	ces & Supplies	\$ 468,450			\$ 470,000			\$ 563,653		1	\$ 470.000	and the second second		\$ 551,629		The second	Ś	551.62
	C	apital Projects													<i>\ \ \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>			4	331,02
		Transfer																TW	
	Capital I	mprovements								Second Law Internation		\$ 68,750			\$ 68,750			Ś	65,00
	Replacemen	t/Deprecation	the second se			\$ 107,196			\$ 63,120			\$ 115,000			\$ 115,000			Ś	125,00
			\$ 1,139,479			\$ 1,087,696			\$ 1,102,231			\$ 1,122,750			\$ 1,257,993			\$	1,264,243
Profit/Loss to Reserves			\$ (0)			\$ (0)			\$ (0)			\$ 41,944			\$ (100,909)			\$	(52,060
										Option 1 Matches th	a manada fa sala a		Option 2 Mid range	2.1.1		Option 3 Mat			

Option 1 Matches the needs for the account Option 2 Mid range Rate increase Option 3 Matches Minden residential Rate

Revenue	
Residential	\$ 479,299
Commercial	\$ 622,932
	\$ 1,102,231



Asset Forecasting

Total revenue Charged \$

115,711

Truck Replacen	nent							Current		Proposed	Qtrly Rate	r	Monthly Rate		Proposed
6	trucks opera	ing - 1 re	eserve rear loa	der			R	ate per Qtr	F	Rate per Qtr	Difference		Difference	I	Monthly Rate
\$ 1,610,000 ii	n vehicle repla	cement	costs today			Single Family (qtr)	\$	58.00	\$	60.32	\$ 2.32	\$	0.77	\$	20.1
\$ 115,000 a	innual cost wi	thout int	flation			Office-Residential (qtr)	\$	58.59	\$	60.93	\$ 2.34	\$	0.78	\$	20.3
						Extra Can (qtr)	\$	15.00	\$	15.60	\$ 0.60	\$	0.20	\$	5.2
Capital Improve	ements					Minimum User	\$	15.00	\$	15.60	\$ 0.60	\$	0.20	\$	5.20
\$ 550,000 N	Maintenance E	uilding &	& truck storage	yard in 8 years o	n donated land	Clean up bin (each)	\$	25.00	\$	26.00	\$ 1.00	\$	0.33		
\$ 68,750 m	needed each y	ear for 8	years												
						COMMERCIAL		Current		Proposed			Tip Rate		
							R	ate per Tip	1	Rate per tip			Difference		
Postage						Two Yrd Bins (each)	\$	23.00	\$	24.61	7%	\$	1.61		
Residential	4		1873	7492	74%	1 1/2 yard bins (each)	\$	17.25	\$	18.46	7%	\$	1.21		
Commercial	12		225	2700	26%										
		Tota	l Mailings	10192											
Credit card use	rs														
c	Commercial	\$	26,741	23%											
R	Residential	\$	88,970	77%											
contract and a second sec															

	e 611 - 2015 Final Budget						2018	2017	2016	2015	2014	2013	2012	20
Account Num	ber Description		Commercial / Res	idential	Breakdown	3 YEAR Average	2017/18 Actual Amount	2016/17 Actual Amount	2015/16 Actual Amount	2014/15 Actual Amount	2013/14 Actual Amount	2012/13 Actual Amount	2011/12 Actual Amount	2010/11 Actua Amount
nd: 611 - Gardnerville H	ealth & San	%	Commercial	%	Residential						Amount	Amount	Amount	Amount
venues														
partment: 000 - Revenu	le													
arges For Service														
344.300	Trash	58%	\$ 346,370			\$ 597,189	612,356.98	614,678.25	564,532.21	486,757.25	503,494.25	502,764.24	497,382.88	499,010.
344.301	Extra Pickup Surcharge	100%	the second second	0%		\$ 604	585.00	600.00	627.50	661.50	530.00	370.00	406.50	513.
344.310	Landfill Fees	58%	\$ 251,114	42%	\$ 181,841	\$ 432,955	445,442.70	449,036.43	404,386.47	336,234.61	347,636.20	347,289.24	343,443.33	344,535
344.315	Dumpster Rental		\$ -	Ş		\$-		490.79	19,386.00	34,022.38	35,773.17	34,872.51	34,398.63	33,983
344.316	Lock & Key Sales	100%	\$ 72	5	5 -	\$ 72	58.60	59.00	97.00	103.00	78.00	137.00	61.00	190
344.317	Dumpster Replace Fee	100%	\$ 60	4	5 -	\$ 60	60.00	70.00	380.00	348.00	505.00	2,190.75	340.00	167
360.810	Late Charges	58%	\$ 4,755	42%	3,443	\$ 8,198	8,427.84	7,523.33	8,644.14	7,085.72	7,724.71	7,240.27	6,243.82	7,032
count Classification To	otal: RE20 - Charges For Service		\$ 602,975	Service 1	\$ 436,104	\$ 1,039,078	\$1,066,931.12	\$1,072,457.80	\$998,053.32	\$865,212.46	\$895,741.33	\$894,864.01	\$882,276.16	\$885,432
tal Billings for the fund	611	-												
•	Commerical	58%	\$ 628,656			\$ 628,656	\$628,884	\$625,042	\$632,041	\$576,766	\$524,562			
	Residential			42%	453,943	\$ 453,943	\$454,352	\$454,899	\$452,578	\$428,537				
	Total H&S Billings			4270 4		\$ 1,082,599	1,083,236				\$395,049			
erest Revenue			and the second	-		\$ 1,062,599	1,083,230	1,079,941	1,084,619	1,005,303	919,611			
361.200	Investment earning - Mellon	58%	\$ 1,866	42%	5 1,347	ć 2.212	2 404 42	2 (72 01	2 5 6 1 4 0	0 706 50	0.55.4.5			
361.205	Investment-FMV Adjust	58%	100 (CONTRACT)	42%			3,404.42	3,673.91	2,561.49	2,706.53	255.15	4,879.25	3,401.59	3,083
361.211			and the second sec		State of the second		(4,674.99)	2,154.34	406.01	1,147.63	(1,147.63)	0.00	0.00	C
	Ivestment earnings - LGIP otal: RE27 - Interest Revenue	58%	\$ 799 \$ 2,256	42%		\$ 1,376	2,638.17	1,137.16	352.39			4		Contra Strengt
count classification re	stal. RE27 - Interest Revenue		\$ 2,256	1	5 1,629	\$ 2,508	(\$1,270.57)	\$5,828.25	\$2,967.50	\$3,854.16	(\$892.48)	\$4,879.25	\$3,401.59	\$3,083
30 - Miscellaneous Reve														
360.800	Miscellaneous	58%	\$ 426	42%	307	\$ 733			2,199.92	2,275.00	615.06	1,564.55	0.00	150
360.820	Returned Check Fees	58%	\$ 10	42% \$	7	\$ 17	25.00		25.00	75.00	100.00	0.00	75.00	75
360901	Reimbursments	58%	\$ 870	42% \$	628	\$ 1,498	719.71		3,773.04					
count Classification To	otal: RE30 - Miscellaneous Revenue		\$ 1,305	\$	942	\$ 2,248	\$744.71	\$0.00	\$5,997.96	\$2,350.00	\$715.06	\$1,564.55	\$75.00	\$225
33 - Contributed Capital														
344.750	Assets Dedicated/Donated									0.00	0.00	0.00	0.00	0
count Classification To	tal: RE33 - Contributed Capital									\$0.00	\$0.00	\$0.00	\$0.00	0 \$0
35 - Other Financing Sou	ITCAS .													
391.100	Sale Of Property													
392.000	Transfers In									0.00	0.00	0.00	0.00	C
393.100	Bond Proceeds									0.00	0.00	21,213.00	231,182.00	21,357
393.100	Bond Proceeds Offset									0.00	0.00	0.00	0.00	C
Security and a security	tal: RE35 - Other Financing Sources									0.00	0.00	0.00	0.00	(
ount classification re	tal. RE35 - Other Financing Sources	The second second								\$0.00	\$0.00	\$21,213.00	\$231,182.00	\$21,357
7 - Depreciation/Amort	izaion													
360.849	Amortization- Add Back									0.00	0.00	0.00	0.00	C
360.850	Depreciation Add-Back	_								0.00	0.00	0.00	0.00	0
ount Classification To	tal: RE37 - Depreciation/Amortizaion			200						\$0.00	\$0.00	\$0.00	\$0.00	\$0
0 - Beg.Fund Bal./Reser	Ves													
301.200	Operating Res-Beg.										112 - 1290 A	9256 - 927 ins	154 - Rativez	
301.250	Capital ResBeg.									0.00	0.00	0.00	0.00	0
The second se	tal: RE40 - Beg.Fund Bal./Reserves			101210						0.00	0.00	0.00	0.00	0
ount Classification To	tal. INLAU - Degli ulla Dall/Reserves	12		Sec. 1994 Party						\$0.00	\$0.00	\$0.00	\$0.00	\$0
ount Classification To														
ount Classification To artment Total: 000 - R	evenue	58%	\$606,535	42%	\$438,675	\$1,043,834	\$1,066,405	\$1,078,286	\$1,007,019	\$871,417	\$895,564	\$922,520.81	\$1,116,934.75	\$910,098.

LIVE - Douglas County Town of Gardnervi	ille 611 - 2015 Final Budget						2018	2017	2016	2015	2014		2012	2011
3 Account Nu	umber Description		Commercial / Re	sidential	Breakdown	3 YEAR Average	2017/18 Actual Amount	2016/17 Actual Amount	2015/16 Actual Amount	2014/15 Actual Amount	2013/14 Actual Amount	2012/13 Actual Amount	2011/12 Actual Amount	2010/11 Actual Amount
Fund: 611 - Gardnerville	e Health & San	%	Commercial	%	Residential									
Expenditures														
Department: 925 - Heal	Ith & Sanitation		2											
Salaries & Wages			Commercial		Residential									
510.000	Salaries & Wages + 1 Staff	61%		7 39%			238,453.13	241,592.18	218,931.56	205,969.99	209,186.64	194,270.30	199,516.78	241,753.27
510.125	Salaries-Other	61%				8	3,080.31	11,635.20	(5,335.29)	0.00	1,990.09	4,178.12	(10,170.21)	(1,909.76)
510.150	Board Compensation	50%		50%			15,300.00	15,125.00	15,225.00	15,300.00	13,770.00	13,550.00	14,786.27	14,586.84
511.165	Holiday Overtime	61%	the second se	39%	and a second sec		3,111.70	1,743.24	1,704.18	2,321.88	0.00	0.00	0.00	0.00
511.167	Vacation Payout	61%		39%		4		1,500.20		0.00	0.00	0.00	0.00	0.00
511.168	Vacation Buyback	61%		39%		Ş -				0.00	0.00	0.00	0.00	0.00
511.169	Comp Payout	61%			and the second se	- 198		883.19		0.00	0.00	0.00	0.00	0.00
511.170	Overtime	61%			1000 CONTRACTOR (1000 CONTRACTOR (1000 CONTRACTOR (1000 CONTRACTOR (1000 CONTRACTOR (1000 CONTRACTOR (1000 CONT		2,300.41	6,154.12	3,982.40	2,994.36	6,506.29	1,499.87	3,420.23	3,582.01
511.171	Holidays	61%					11,318.06	10,888.33	11,678.76	9,758.04	11,163.59	8,608.17	12,852.82	16,357.27
511.172	Comp Paid	61%		39%		- 25	2,751.80	1,609.32	3,201.65	1,046.52	547.47	0.00	0.00	0.00
511.173	Vacation	61%		39%		- 22	14,738.28	16,578.11	15,521.36	12,634.63	17,425.29	8,947.03	13,337.77	23,273.73
511.174	Sick	61%		39%		1. A	10,690.27	6,495.53	12,362.63	7,994.46	9,462.12	2,837.77	10,567.73	10,943.08
511.176	Call Back	61%		39%		1010	12.00	1200400 CONSUMPLY OWNER I	2000/00/00/000 MR 1000	112.35	0.00	0.00	110.10	127.70
516.120	Contract Salaries	61%	2.5.7. AP(\$1000.1075)			a serie de la s	18,178.58	23,867.33	5,204.16	0.00	11,849.67	961.00	0.00	0.00
Account Classification	Total: EX10 - Salaries & Wages		\$ 211,590		\$ 138,023	\$ 349,612	\$319,934.54	\$338,071.75	\$282,476.41	\$258,132.23	\$281,901.16	\$234,852.26	\$244,421.49	\$308,714.14
Employee Benefits														
511.180	Benefits + 1 staff	61%	ć 10.064	39%	\$ 6,562	ć 10.000				0.00	0.00	0.00	0.00	0.00
511.180	Retirement	61%	The second second	39%	the second s	All and a second s	77 574 67	77 225 76	CC 749 F7	0.00	0.00	0.00	0.00	0.00
	Pact Workers Comp			39%			77,574.67	77,335.76	66,748.57	61,410.97	54,991.01	50,471.33	48,962.98	61,729.81
511.182	15	61%		39%	8		8,109.69	8,016.60	8,295.76	7,324.52	7,080.91	6,506.93	5,916.74	6,779.35
511.183	Group Insurance	61%					43,800.28	39,415.83	41,210.20	43,144.67	40,791.02	41,939.97	46,099.75	58,540.37
511.184	Unemployment Medicare	61% 61%					1,409.06	1,402.93	1,081.88	1,170.63	1,145.69	1,023.37	1,168.21	1,387.36
511.186 511.187	Uniform Allowance	61%				1	3,843.25	4,030.33	3,627.69	3,324.59 0.00	3,284.88	2,901.41	2,959.93	3,641.90
511.187	Co. Dependent Insurance	61%	19 C	39%		\$- ¢ 3.173	(271.00)	16 749 00	(6 957 00)	0.00	0.00	0.00	0.00	0.00
	Pact Other	-1227 to	Carl Contraction of the Carl C	39%	and the second se	10 CP	(371.00)	16,748.00	(6,857.00)		0.00	0.00	0.00	0.00
511.190	Oasdi	61%	C. Normal			1			80.04	391.64	401.47	328.79	617.43	908.38
511.195		61%			the second s	\$ -	14 510 40	1 (50.00	12 272 00	0.00	0.00	0.00	0.00	0.00
511.202	OPEB Expense Total: EX15 - Employee Benefits	61%	\$ 6,005 \$ 96,688		\$ 3,839 \$ 61,817	\$ 9,844 \$ 141,679	14,510.40 \$148,876.35	1,650.00 \$148,599.45	13,373.00 \$127,560.14	0.00 \$116,767.02	6,208.00 \$113,902.98	1,001.00 \$104,172.80	2,696.00 \$108,421.04	0.00
Account classification	Total. EX13 - Employee Benefits		\$ 50,000		φ 01,017	φ 141,075	\$140,070.33	\$140,055.40	\$127,500.14	\$110,707.02	\$113,302.50	\$104,172.80	φ100,421.04	\$152,307.17
Services & Supplies														
520.055	Telephone Expense	50%	\$ 2,338	50%	\$ 2,338	\$ 4,676	5,334.49	5,256.97	3,436.04	3,370.53	3,061.80	3,085.54	3,320.80	4,067.33
520.060	Postage/Po Box Rent	26%	\$ 1,005	74%	\$ 2,788	\$ 3,793	4,512.67	3,662.36	3,203.09	4,019.02	3,756.77	3,260.89	3,054.75	2,964.33
520.064	Travel	58%	\$ 618	42%	\$ 446	\$ 1,064		2,115.48	1,077.74	219.54	0.00	0.00	383.71	0.00
520.072	Advertising	26%	\$ 291	74%	\$ 808	\$ 1,099	1,438.11	1,641.90	216.00	807.02	1,358.26	924.55	1,793.57	786.97
520.080	InsurLiability	58%	\$ 4,191	42%	\$ 3,026	\$ 7,217	7,339.35	6,992.24	7,318.82	8,656.14	8,859.79	7,996.14	7,818.80	8,995.57
520.084	Replacement & Repair	58%	\$ 38,196	42%	\$ 27,581	\$ 65,777	51,938.94	72,299.74	73,091.95	36,211.43	38,705.34	52,069.62	28,088.24	26,776.60
520.089	Power	58%	\$ 1,574	42%	\$ 1,137	\$ 2,711	2,613.91	2,796.13	2,723.70	2,458.47	2,857.17	2,575.91	2,409.93	2,890.29
520.090	Water	58%	\$ 423	42%	\$ 306	\$ 729	819.12	694.26	674.22	465.56	467.57	499.22	535.88	529.01
520.092	Heating	58%	\$ 1,704	42%	\$ 1,231	\$ 2,935	2,878.41	3,334.95	2,590.51	2,766.42	2,420.05	2,710.01	3,398.90	4,248.14
520.093	Utilities-Sewer	58%	\$ 205	42%	\$ 148	\$ 353	352.10	353.09	352.59	366.62	352.59	302.40	302.40	302.40
520.097	Maint B&G	58%	\$ 2,744	42%	\$ 1,981	\$ 4,725	821.80	2,646.16	10,707.59	15,640.10	1,394.37	8,247.33	1,210.31	1,792.55
520.098	Janitorial Services	58%		42%			1,450.00	1,300.00	1,344.51	1,020.00	924.98	1,062.50	977.50	935.00
520.056	Maint Equip	58%		42%	\$ 12,747		39,613.75	13,830.35	37,752.79	23,609.99	25,235.47	628.49	619.79	550.32
520.098	Maint Office Equip		\$ -		\$ -	\$ -	1011-10			0.00	0.00	0.00	0.00	0.00
	weather and the second of the second		\$ -		\$ -	\$ -				0.00	0.00	0.00	0.00	0.00
520.107	Veh. Maint-Shop Parts		4	42%	\$ 490	\$ 1,169		2,920.39	586.45	5,864.92	2,920.31	1,918.11	1,631.62	1,615.18
520.107 520.108	Veh. Maint-Shop Parts Veh. Maint-Co Shop	58%	\$ 679	-12.70	T						1	(2)		10 and 10
520.107 520.108 520.110		58%	\$ 6/9 \$ -	-1270	\$ -	\$ -				0.00	0.00	0.00	0.00	0.00
520.107 520.108 520.110 520.116	Veh. Maint-Co Shop	58%	\$ -	42%	*	\$ -		3,129.53		0.00 0.00				0.00 0.00
520.107 520.108 520.110 520.116 520.123 520.130	Veh. Maint-Co Shop Deductable Rents & Leases Bldgs	58%	\$ - \$ 606	42%	\$- \$437	\$- \$1,043	2,947.44	3,129.53	2,956.01	0.00	0.00	0.00	0.00	0.00
520.107 520.108 520.110 520.116 520.123	Veh. Maint-Co Shop Deductable	58% 58%	\$ - \$ 606 \$ 1,143		\$- \$437 \$825	\$ - \$ 1,043 \$ 1,968	2,947.44 267.25	3,129.53 451.25	2,956.01 63.25					

LIVE - Douglas County - Town of Gardnerville	e 611 - 2015 Final Budget						2018	2017	2016	2015	2014	and the second se	2012	2011
3 Account Num	ber Description		Commercial / Res	idential	Breakdown	3 YEAR Average	2017/18 Actual Amount	2016/17 Actual Amount	2015/16 Actual Amount	2014/15 Actual Amount	2013/14 Actual Amount	2012/13 Actual Amount	2011/12 Actual Amount	2010/11 Actual
Fund: 611 - Gardnerville H		%	Commercial	%	Residential		Amount	Amount	Amount	Amount	Amount	Allount	Amount	Amount
520.170	Memberships		\$ -	74	\$	Ś -				0.00	0.00	0.00	0.00	0.00
520.187	Internet Expense	58%	\$ 522	42%	\$ 377	\$	1,139.05	779.95	780.00	595.10	504.39	522.04	722.44	722.43
520.195	Street Sweeping	50/4	¢ 522	1270	¢ 5//	\$ 500	1,105.05	775.55	780.00	0.00	0.00	0.00		
520.195	Landfill Expense	58%	\$ 153,299	42%	\$ 110,695	\$ 263,994	269,581.57	266,828.17					0.00	0.00
520.197	Recyling fees	5070	\$ 133,233 \$ -	100%		\$ 205,994 \$ -	and the second se	200,020.17	255,572.09	219,164.60	226,590.99	221,560.29	219,332.42	277,610.66
		5.00/	ат.				8,700.63	05.00	575 00	074.05	22722	22.22	12 L 22	
520.200	Training & Education	58%	\$ 156		and the second se	\$ 268	134.50	95.00	575.00	271.95	97.50	25.00	0.00	26.25
521.100	Professional Services	58%	\$ 64	42%	the second se	\$ 111		332.00		0.00	3,351.67	0.00	3,647.50	3,600.00
521.130	Legal Services	58%		42%		and the second s	1,030.00	4,455.00	953.25	369.50	697.50	1,027.50	1,748.25	881.25
521.135	Legal-Collection Cost	58%	\$ (88)				(69.17)	(345.36)	(39.44)	(232.38)	(332.60)	(74.03)	79.49	257.05
521.140	Physicals	58%	\$ 176	42%	\$ 127	\$ 303	684.00	150.00	75.00	150.00	150.00	300.00	300.00	600.00
521.151	Drug/Alcohol Testing		\$ -		\$ -	\$-				0.00	0.00	0.00	0.00	0.00
521.160	Auditing	58%	\$ 560	42%	\$ 404	\$ 965		2,894.00		0.00	0.00	0.00	0.00	0.00
521.404	Moving Expenses		\$ -		\$	\$ -				0.00	0.00	0.00	0.00	0.00
521.500	Admin & Overhead	58%	\$ 7,922	42%	\$ 5,720	\$ 13,643	20,464.00	20,464.00		0.00	0.00	0.00	0.00	0.00
532.001	Op.Supplies	0.000000000	\$ -		Ś.	s -				0.00	0.00	0.00	0.00	0.00
532.003	Gas & Oil	58%	\$ 16,062	42%	\$ 11,598	\$ 27,660	24,140.84	24,938.48	33,901.20	38,161.98	39,924.12	43,820.63	37,519.60	27,987.59
532.028	Uniforms	61%	\$ 1,810			\$ 2,967	2,904.58	3,096.50	2,898.77	2,421.49				
532.055	Books & Periodicals	0170	¢ 1,010	3376	2 1,137 č	2,007 č	2,504.56	3,050.50	2,030.11		2,104.85	2,463.08	1,842.16	2,291.09
		E 00/		420/	-		4 004 00	0 700 77		0.00	0.00	0.00	0.00	0.00
532.056	Subscriptions	58%	\$ 1,489	42%	\$ 1,075	\$ 2,564	4,891.90	2,733.77	67.30	26.30	325.55	26.00	26.00	26.00
532.109	Bottled Water	100000000	\$ -		> -	Ş -				0.00	0.00	0.00	0.00	3.00
532.118	Major Repair and mainteance	58%	\$ 1,238		\$ 894	\$ 2,133	2,132.56							
533.800	Office Supplies	58%		42%		\$ 4,332	3,716.24	4,921.67	4,358.01	3,061.13	2,967.40	2,836.14	2,743.73	4,013.77
533.802	Small Equipment	58%	\$ 1,271	42%	\$ 917	\$ 2,188	274.99	5,035.50	1,253.78	0.00	1,651.67	11,501.31	2,352.79	11,408.76
533.806	Software	58%	\$ 2,351	42%	\$ 1,698	\$ 4,049	6,283.50	3,175.37	2,687.00	2,993.50	3,470.80	2,106.00	2,455.14	2,852.19
533.813	Office Products Program	58%	\$ -	42%	\$ -	\$ -				0.00	0.00	0.00	0.00	0.00
533.817	Small Projects	58%	\$ 3,871	42%	\$ 2,795	\$ 6,667	4,000.00	8,000.00	8,000.00	8,000.00	0.00	0.00	0.00	0.00
550.001	Miscellaneous Expenses	58%	\$ -	42%		\$ -	823	•	•	0.00	0.00	0.00	0.00	0.00
550.006	Fiscal Agent Charges	58%	s -	42%	2	\$ -				0.00	200.00	200.00	200.00	200.00
550.100	Bank Fees-Credit Card Processing	23%	\$ 726	77%		\$ 3,155	3,101.32	3,357.57	3,006.68	2,899.52	0.00	0.00	0.00	0.00
550.203	Collection Loss	58%		42%		\$ 1,422	(370.90)	4,778.78	(141.34)	(159.08)	1,315.64	525.39	0.00	0.00
	otal: EX20 - Services & Supplies		\$ 270,330	,=,-	\$ 200,267	\$ 470,596	\$475,067	\$479,115	\$462,043	\$386,206	\$377,850	\$374,834.73	\$330,457.99	\$390,674.48
									1		1		,,	
Debt Service														
521.300	Bond Issuance Costs											0.00	0.00	0.00
521.301	Bond Issue Cost Offset												0.00	0.00
550.003	Bond Principal											0.00	0.00	0.00
550.004	Bond Interest											0.00	0.00	0.00
							~					0.00	0.00	0.00
550.021	Loan Principal											20,500.00	19,550.00	18,650.00
550.022	Loan Interest											713.43	1,631.54	2,507.31
550.990	Debt-Principal Offset											(20,500.00)	(19,550.00)	(18,650.00)
Account Classification To	otal: EX22 - Debt Service	and the second									tradical a service of	\$713.43	\$1,631.54	\$2,507.31
Capital Outlay/Projects														
562.000	Capital Projects						7,709	5,288		22,470		0.00	0.00	0.00
562.200	Buildings											0.00	0.00	0.00
562.500	Infrastructure											0.00	0.00	0.00
563.990	Capital Project Offset						(7,709)	(5,288)				0.00	0.00	0.00
564.500	Machinery & Equipment						40,540	(3,200)		242,237				
564.602	Office Equipment									242,231		220,930.50	0.00	0.00
564.609	Data Processing Equipment											0.00	0.00	0.00
							00.000					0.00	0.00	0.00
564.700	Motor Vehicles						28,200		2,612	5,000		0.00	0.00	0.00
564.990	Capital Outlay Offset						(68,740)		(6,112)	and the second		(220,930.50)	0.00	0.00
Account Classifier the T	otal: EX25 - Capital Outlay/Projects				and the second s	THE REPORT OF A DESCRIPTION OF	0	0	(3,500)	269,707	0	\$0.00	\$0.00	\$0.00
Account Classification To													\$0.00	and the second se
										and a second			\$0.00	
Account Classification To Miscellaneous 550.060	Loss On Asset Disposition								3,500	0	0	0.00	0.00	0.00

own of Gardnerville 611 - 2015 Final Budget				Transie			2018	2017	2016	2015	2014	2013	2012	20
Account Number Description	С	ommercial / Res	idential E	Breakdown	3 YEAR	Average	2017/18 Actual Amount	2016/17 Actual Amount	2015/16 Actual Amount	2014/15 Actual Amount	2013/14 Actual Amount	2012/13 Actual Amount	2011/12 Actual Amount	2010/11 Actua Amount
Ind: 611 - Gardnerville Health & San	%	Commercial	%	Residential				A CONTRACTOR AND AND A CONTRACTOR						
ccount Classification Total: EX28 - Miscellaneous									3,500	0	0	\$0.00	\$0.00	\$0.0
ther Financing Uses		it.												
618.700 Transfers Out										0	0	0.00	0.00	0.0
count Classification Total: EX30 - Other Financing Uses			3. 2. 3.	Store is the	Constant P					0	0	\$0.00	\$0.00	\$0.
epreciation						12								
550.027 Depreciation	58%	Alternational Automation and	42% \$			115,000	73,999	53,054	52,271	49,890	69,267	72,820.90	64,916.01	67,544
count Classification Total: EX33 - Depreciation		\$ 66,780	\$	48,220	\$	115,000	73,999	53,054	52,271	49,890	69,267	\$72,820.90	\$64,916.01	\$67,544
nortization 550.026 AmortBond Issue Costs												455.05	546.08	546
count Classification Total: EX34 - Amortization	a service	ALL THE REAL			ne heat for the	ESSERTE:				0	0	\$455.05	\$546.08	\$546
			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1										PU U U	
ding Fund Bal/Reserves														
625.200 Operating Reserves														C
625.250 Capital Impr. Reserves														C
625.500 Buildings Reserve	58%	\$ 39,923	42% \$	A 1999 A 1997		68,750								0
count Classification Total: EX35 - Ending Fund Bal/Reserves	1012	\$ 39,923	\$	28,827	\$	68,750			0	0	0	\$0.00	\$0.00	\$0
epartment Total: 925 - Health & Sanitation		\$ 685,309	\$	477,154	\$	1,145,637	1,017,877	1,018,840	924,350	1,080,703	842,921	\$787,849.17	\$750,394.15	\$902,973
•							×.							
penditures Total		\$ 685,309	\$	477,154	\$	1,145,637	1,017,877	1,018,840	924,350	1,080,703	842,921	\$787,849.17	\$750,394.15	\$902,973
nd Revenue Total: 611 - Gardnerville Health & San		\$ 606,535	\$	438,675	\$	1,043,834	1,066,405	1,078,286	1,007,019	871,417	89 <mark>5,56</mark> 4	\$922,520.81	\$1,116,934.75	\$910,098
nd Expenditure Total: 611 - Gardnerville Health & San		\$ 685,309	\$	477,154	\$	1,145,637	1,017,877	1,018,840	924,350	1,080,703	842,921	\$787,849.17	\$750,394.15	\$902,973
	_			100 100		1101 0000				1000 000		6101 071 01		07.10
nd Net Total: 611 - Gardnerville Health & San	a lange and	\$ (78,774)		(38,479)	Þ	(101,803)	48,528	59,446	82,669	(209,287)	52,643	\$134,671.64	\$366,540.60	\$7,124

	Rate From Revenue	Tips	\$ 21.81		\$ 1.19	5.47%	
Commercial Number of Dumster tips (per	Rate From Billings		\$ 22.60		\$ 0.40	1.76%	
tip)	Rate needed from Expences	27814	\$ 24.64		\$ (1.64)	-6.65%	Short Fall
	current Commercial Rate		\$ 23.00	1			
	Rate From Revenue	Cust.		\$ 55.98	\$ 2.02	3.48%	
Residential Number of Residenital	Rate from Billings			\$ 57.93	\$ 0.07	0.11%	
Customers (per qtr)	Rate needed from Expences	1959		\$ 60.89	\$ (2.89)	-4.99%	Shortfall
	Current Residential Rate:			\$ 58.00			

Credit card

Residential

Commercial

Total revenue Charged

users	
26,741	23%
88,970	77%
115,711	

MEMORANDUM

Town of Gardnerville

Tom Dallaire, P.E.

TO: Gardnerville Town Board

FROM: Carol Louthan, Administrative Services Manager

SUBJECT: Credit Card Fees

DATE: 12/3/18

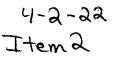
Two years ago we started charging Gardnerville Health & Sanitation customers to use credit cards. We charge less for debit cards (.28% plus .25) and more for credit (2.19% plus .19). I spoke with county staff before changing to our own credit card provider. No one had any idea how Larry Weckerle or Terry Lundergreen negotiated with the bank for the credit card fees. I imagine with all the money going through the county they have more negotiating power than we would, although their fees are higher than ours. I have included backup of fees from the credit card provider and gateway provider (Cayan and Authorize.net). We have collected approximately 62.8589% of the charges from the fees we collect. I spoke with Marcie Schurke, who used to reconcile all of the county credit card fees and according to her they do not recoup all the fees they charge either. They run about the same percentage.

There's no way of collecting the monthly fees or knowing exactly which type of credit card a customer will use. We currently have 10 commercial accounts with credit card automatic payment, and 130 residential accounts with credit card automatic payment. We have a total of 31 credit card payments (including the automatic payments) for commercial each month and 486 credit card payments for commercial so far this quarter. The debit cards are truly not debit unless we use the terminal in the office to let the customer enter their PIN.

In the last year we have worked with the county to have ACH payments (electronic checks) go directly to the bank in a batch one time a month, those are all automatic payments. We cannot take electronic checks individually. They end up to be an accounting nightmare for both town staff and county staff. The automatic payments with electronic checks have worked out really well and there is no fee on either end that I know of. We have 18 commercial accounts and 117 residential ACH accounts.

Staff time is another cost of the fees associated with credit card payments. It takes about a half hour every month for the commercial and about two hours every quarter on residential to verify the fees calculated are correct. There have been mistakes with the calculations in the past and no one wants to pay more fees than they need to.

I have included an example of a credit card processing statement to illustrate the type of fees and how different credit cards are charged at different rates. In order to recoup all the fees we would need to raise the credit card fees or include them with the rate increase.



- 16/30/18 - 06/30/18 dger Detail No Activity	Actual Balance	\$0.00 105.96	118.06	\$118.06 517,88	\$517.88 695.83	\$695.83 842.17	855.02	\$855.02 1,233.75	\$1,233.75 1,706.27	\$1,706.27 1,850.64	\$1,850.64 1,968.57	1,981.72	2,009.77	\$2,009.77
Accumulated Transaction Listing G/L Date Range 07/01/17 - 06/30/18 Include Sub Ledger Detail Exclude Accounts with No Activity	Credit Amount	Balance To Date:		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00			\$0.00 \$0.00 \$0.00 \$0.00 \$
ated Trai G/L Dat	Debit Amount Cr	Balar 105.96	12.10	\$118.06 399.82	\$399.82 177.95	\$177.95 146.34	12.85	\$159.19 378.73	\$378.73 472.52	\$472.52 144.37	\$144.37 117.93	13.15	28.05	\$159.13 \$2,009.77 \$2,009.77 \$2,009.77 \$2,009.77
Accumul	Reference			Month July 2017 Totals	August 2017 Totals	Month September 2017 Totals TR #3065		October 2017 Totals	Month November 2017 Totals	Month December 2017 Totals R #3140	Month January 2018 Totals			Month June 2018 Totals edit Card Processing Totals Health & Sanitation Totals herville Health & San Totals Grand Totals
	Source Ref	CORE TR #2987	CORE TR #2989	Month CORE TR #3013	Month Au CORE TR #3041	Month Septer CORE TR #3065	CORE TR #3066	Month Oct CORE TR #3095	Month Nove CORE TR #3117	Month Dece CORE TR #3140	Month Jar Marcie	Marcie	Marcie	Month June 2018 Totals Bank Fees-Credit Card Processing Totals Department Health & Sanitation Totals Fund Gardnerville Health & San Totals Grand Totals
	Description/Project	d Processing CORE TR #2987 7/5/17 for	// <i>3/</i> 1/ CORE TR #2989 7/6/17	CORE TR #3013 8/3/17	CORE TR #3041 9/5/17	CORE TR #3065 10/2/17	CORE TR #3066 10/3/17	CORE TR #3095 11/3/17	CORE TR #3117 12/4/17	CORE TR #3140 1/2/18	Record June Merchant CC	rees in correct riscal year Record June Merchant CC	rees in correct riscal year Record June Merchant CC Fees in correct fiscal year	Account Ba
	Sub Ledger D	Credit Card GL C	ט > ש	ט פר	ט ש	ย	ย	с б	с бГ	с бГ	er er	명	ы Б	
	Journal Type	Bank Fees-(JE	ЭЕ	ЭЕ	H	H	픤	ų	Я	Э	H	JE	ЭЕ	
5137FL	Journal	Der 611-925 550.100 Bank Fees-Credit Card Processing 2018-0000018 JE GL CORE TR #296	2018-00000025	2018-00000213	2018-00000461	2018-0000680	2018-00000704	2018-00000963	2018-00001239	2018-00001460	2018-00003532	2018-00003532	2018-00003532	
	G/L Date	G/L Account Number 07/03/2017	07/06/2017	08/03/2017	09/05/2017	10/02/2017	10/03/2017	11/03/2017	12/04/2017	01/02/2018	06/30/2018	06/30/2018	06/30/2018	

4-2-23

CC billings

Run by Carol Louthan on 12/3/2018 10:27:09 AM

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Accumulated Transaction Listing

G/L Date Range 07/01/17 - 06/30/18 Include Sub Ledger Detail Exclude Accounts with No Activity

		F	ACES
/	TE	COUNT	GREAT PL
	S	DOUGLAS	114014
		Nod	GREAT

	631								
G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	611-000 360.815 Credit Card Processing Fees	Credit Card	1 Processii	ng Fees				Balance To Date:	\$0.00
08/08/2017	14	JE	ଗ	Aug. 2017 JE#29 Gardnerville JE#29	JE#29			76.01	(76.01)
08/08/2017	2018-00000233	JE	ല	Aug. 2017 JE#29 Gardnerville JE#29 A/P Billing	JE#29			12.53	(88.54)
08/08/2017	2018-00000233	H	ଖ	Aug. 2017 JE#29 Gardnerville JE#29 A/R Billing	JE#29			16.85	(105.39)
						Month August 2017 Totals	\$0.00	\$105.39	(\$105.39)
09/11/2017	2018-00000504	E	ย	Sept. 2017 JE#81 Town of Gardnerville AR	JE#81			29.45	(134.84)
09/11/2017	2018-0000504	Э	ଗ	31 Town of	JE#81			00.6	(143.84)
					nth	September 2017 Totals	\$0.00	\$38.45	(\$143.84)
10/31/2017	2018-00000933	H	ย	October 2017 JE #154 - G'ville October A/R Adiustments	JE # 154			80.81	(224.65)
10/31/2017	2018-0000033	H	ଗ	Giville October A/R Adjustments	JE # 154			10.07	(234.72)
					Month	Month October 2017 Totals	\$0.00	\$90.88	(\$234.72)
11/02/2017	2018-00000944	H	ย	November 2017 JE #158 - G'ville Commerical AR	JE #158	2		13.57	(248.29)
					Month	November 2017 Totals	\$0.00	\$13.57	(\$248.29)
12/05/2017	2018-00001238	Щ	в	Dec.2017 JE 205- Nov Res	Dec.2017 JE			43.76	(292.05)
12/05/2017	2018-00001238	JE	ย	Dec.2017 JE 205- Nov Res	Dec.2017 JE			19.23	(311.28)
12/29/2017	2018-00001468	JE	ย	December 2017 JE #254 - Gardnerville A/R Adjustments December	200 JE #254		1.87		(309.41)
12/29/2017	2018-00001468	Ħ	Ы	December 2017 JE #254 - Gardnerville A/R Adjustments December	JE #254			12.00	(321.41)
					Month	December 2017 Totals	\$1.87	\$74.99	(\$321.41)
01/24/2018	2018-00001635	Щ	ย	January 2018 JE #277 - TOG A/R Sept, Oct, Nov 2017	JE #277			28.91	(350.32)
01/24/2018	2018-00001635	JE	ଗ	JE #277 - TOG Nov 2017	JE #277			.64	(350.96)
01/24/2018	2018-00001635	JE	ษ	JE #277 - TOG Nov 2017	JE #277			33.33	(384.29)
01/24/2018	2018-00001635	H	ย		JE #277			110.37	(494.66)
									100 100 11

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(\$494.66)

\$173.25

\$0.00

Month January 2018 Totals

4-2-29-

DOUGLAS COUNTY	INTY							Include sub Ledger Detail Exclude Accounts with No Activity	Include Sub Ledger Detail Accounts with No Activity
G/L Date	Journal	Journal	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	1 A A	Credit	Card Processing Fees	1010 TE #201	100# JL			Balance To Date: 14 n7	\$0.00 (508.68)
02/08/2018	/9/10000-8107	H	J .	repruary zu za JE # 304 - Gardnerville AR February	JE # 304			20121	(00.000)
02/08/2018	2018-00001767	H	ย	February 2018 JE #304 - Gardnerville AR February	JE #304			100.78	(013.40)
02/08/2018	2018-00001767	ЭЕ	GL	February 2018 JE #304 - Gardnenville AR February	JE #304			17.42	(626.88)
02/14/2018	2018-00001834	Щ	GL	February 2018 JE #322 -	JE #322			28.91	(625.79)
02/14/2018	2018-00001834	H	GL	G'ville A/R January 2018 February 2018 JE #322 -	JE #322			10.57	(666.36)
02/14/2018	2018-00001834	JE	GL	G'ville A/R January 2018 February 2018 JE #322 -	JE #322			12.61	(678.97)
02/14/2018	2018-00001834	JE	GL	February 2018 JE #322 -	JE #322			100.78	(779.75)
02/14/2018	2018-00001834	H	GL	G'VIIIe A/K January 2018 February 2018 JE #322 -	JE #322			17.42	(71.17)
ر 02/14/2018	2018-00001834	ЭЕ	GL	G ville A/K January 2018 February 2018 JE #322 -	JE #322			18.95	(816.12)
1 02/14/2018	2018-00001834	H	GL	G'VIIIE A/K January 2018 February 2018 JE #322 - G'ville A/R January 2018	JE #322			117.82	(933.94)
					Mo	Month February 2018 Totals	\$0.00	\$439.28	(\$933.94)
03/07/2018	2018-00002033	ЭЕ	ย	March 2018 JE #360 - G'ville A/D - March 2018	JE #360			48.07	(982.01)
03/07/2018	2018-00002033	ЭЕ	ย	March 2018 JE #360 - G'ville	JE #360			11.32	(993.33)
03/31/2018	2018-00002361	ЭЕ	ย	A/K - March 2010 Town of Gardnerville - A/R	JE #400		1.76		(991.57)
03/31/2018	2018-00002361	H	GL	rep and Dec Corrections Town of Gardnerville - A/R Feb and Dec Corrections	JE #400			11.97	(1,003.54)
						Month March 2018 Totals	\$1.76	\$71.36	(\$1,003.54)
04/18/2018	2018-00002528	н	ย	April 2018 JE #454 - TOG FOM March A/R 2018	JE #454			10.98	(1,014.52)
04/18/2018	2018-00002528	JE	GГ	April 2018 JE #454 - TOG EOM March A/B 2018	JE #454			14.72	(1,029.24)
04/18/2018	2018-00002529	JE	g	April 2018 JE #455 - TOG	JE #455			17.23	(1,046.47)
04/18/2018	2018-00002529	ЭЕ	GL	April 2018 JE #455 - TOG	JE #455			108.28	(1,154.75)
04/30/2018	2018-00002709	ЭЕ	g	April 2018 JE #484 - G'ville	JE #484		28.91		(1,125.84)
04/30/2018	2018-00002709	JE	ย	Ak Corrections April 2018 JE #484 - G'ville	JE #484		100.78		(1,025.06)
04/30/2018	2018-00002709	ЭЕ	ยา	AK Corrections April 2018 JE #484 - G'ville AR Corrections	JE #484		17.42		(1,007.64)
						Month April 2018 Totals	\$147.11	\$151.21	(\$1,007.64)
Run by Carol Lout	Run by Carol Louthan on 12/3/2018 10:35:11 AM	35:11 AM							Page 2 of 3

Accumulated Transaction Listing G/L Date Range 07/01/17 - 06/30/18 Include Sub Ledger Detail

4-2-25

ange 07/01/17 - 06/30/18 Include Sub Ledger Detail Accounts with No Activity	Actual Balance	\$0.00	(1,110.65)	(1,118.94)	(\$1,118.94)	(1,136.21)	(1,151.23)	(1, 196.90)	(1,221.64)	(1,238,02)		(1,248.29)	(1,263.32)	(\$1,263.32)	(\$1,263.32)						
G/L Date Range 07/01/17 - 06/30/18 Include Sub Ledger Detail Exclude Accounts with No Activity	Credit Amount	Balance To Date:	103.01	8.29	\$111.30	17.27	15.02	45.67	24.74	16.38		10.27	15.03	\$144.38			\$1,414.06 ¢1 414 06				
G/I	Debit Amount				\$0.00									\$0.00	\$150.74	\$150./4	\$150.74	L/'nct¢			
	Reference				Month May 2018 Totals									Month June 2018 Totals		Department Revenue Lotals	Gardnerville Health & Sam Totals	הומות וטומוצ			
	Source		JE #489	JE #489		JE #562	JE #562	JE #562	JE #562	JE #615		JE #616	JE #617		t Credit C	а.	Fund Gardn				
	Description/Project	ng Fees	May 2018 JE #489 G'ville Adiusting A/R April 2018	May 2018 JE #489 G'ville Adjusting A/R April 2018		June 2018 JE #562 TOG A/R JE #562 Mav & June Commercial	June 2018 JE #562 TOG A/R May & Tune Commercial	June 2018 JE #562 TOG A/R	May & June Commercial June 2018 JE #562 TOG A/R	May & June Commercial June 2018 JF #615 - June	Com A/R Billings	June 2018 JE #616 - A/R Adjustments for Com June 2018	June 2018 JE #617 - Gville Res A/R Adjustments		Accourt		<u>с</u>				
	Sub Ledger	d Processi	ଗ	GL		ย	ย	GL	GL	ច	5	GL	ย								3 21
	Journal Type	Credit Car	끰	Э		H	JE	ЭЕ	ЭЕ	Ļ	1 N	E	щ		6						
	Journal	r 611-000 360,815 Credit Card Processing Fees	2018-00002764	2018-00002764		2018-00003202	2018-00003202	2018-00003202	2018-00003202	2018-00003523		2018-00003524	2018-00003525								
	G/L Date	G/L Account Number	05/07/2018	05/07/2018		06/11/2018	06/11/2018	06/11/2018	06/11/2018	06/30/2018		06/30/2018	06/30/2018	0	6						

Run by Carol Louthan on 12/3/2018 10:35:11 AM

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Accumulated Transaction Listing

Page 4 of 7
Statement Period

01/01/18 - 01/31/18

AMOUN	TS SUBMITTED						
Date Submitted		MASTERCARD	MASTERCARD DEBIT	AMEXCT043	VISA	VISA DEBIT	Total Submitted
01/31/18		\$1,417.30	\$467.28	\$193.93	\$3,959.86	\$12,271.70	\$18,310.07
	Sub Totals	\$1,417.30	\$467.28	\$193.93	\$3,959.86	\$12,271.70	\$18,310.07
Date Submitted		DISCOVER ACQ					Total Submitted
01/31/18		\$144.88					\$144.88
	Sub Totals	\$144.88					\$144.88
Total							\$18,454.95

Total

THIRD PARTY TRANSACTIONS

Reading			
Date	Description	No Third Party Transactions for this Statement Period	Amount
Total			0.00
	MENTS/CHARGEBACKS		
Date	Description	No Adjustments/Chargebacks for this Statement Period	Amount
Total			0.00

FEES CHARGED Date Туре Description Volume Rate Total MASTERCARD 01/31/18 CF DISC 1 0.00320 1417.30 -4.54 01/31/18 CF DUES & ASSESSMENTS -1.70 AUTHS & AVS 01/31/18 CF CPU GTWY 83 0.1000 -8.30 01/31/18 CF AVS CPU-G 27 0.0500 -1.35 01/31/18 CF INTERCHANGE -28.36 01/31/18 CF KILOBYTE FEE -0.04 CF 01/31/18 **BIN/ICA FEE** 15 0.020000 -0.30 01/31/18 CF LICENSE RATE 1417.30 0.0000610 -0.09 01/31/18 CF NABU FEES 27 0.01950 -0.53 01/31/18 CF CVC2 FEES -0.03 01/31/18 CF NTWK ACCESS FEE 15 0.02850 -0.43 01/31/18 CF MC ICA AVS CARD NOT PRSNT 27 0.01000 -0.27 01/31/18 CF MC DIGITAL ENABLEMENT 1884.58 0.00010 -0.19 CF 01/31/18 LOCATION FEE -1.25 MC OFLN DB 01/31/18 CF DISC 1 0.00320 467.28 -1.50 01/31/18 CF **DUES & ASSESSMENTS** -0.56

4-2-27

Merchant Number

Customer Service

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Statement Period

01/01/18 - 01/31/18

FEES CHARGED

,

Date	Туре	Description	Volume	Rate	Total
01/31/18	CF	INTERCHANGE			-3.00
01/31/18	CF	BIN/ICA FEE	8	0.020000	-0.16
01/31/18	CF	LICENSE RATE	467.28	0.0000610	-0.03
01/31/18	CF	NTWK ACCESS FEE	8	0,02850	-0.23
		AMEXCT043			
01/31/18	CF	DISC 1	193.93	0.00200	-0.39
		AUTHS & AVS			
01/31/18	CF	CPU GTWY	3	0.1000	-0.30
01/31/18	CF	AVS CPU-G	3	0.0500	-0.15
01/31/18	CF	INTERCHANGE		(a)	-4.18
01/31/18	CF	NETWORK FEE	193.93	0.00150	-0.29
01/31/18	CF	NTWK ACCESS FEE	3	0.02850	-0.09
		VISA			
01/31/18	CF	DISC 1	3959.86	0.00320	-12.67
		AUTHS & AVS			
01/31/18	CF	CPU GTWY	61	0.1000	-6.10
01/31/18	CF	AVS CPU-G	61	0.0500	-3.05
01/31/18	CF	INTERCHANGE			-92.85
01/31/18	CF	ACQR PROCESSOR FEES	61	0.01950	-1.19
01/31/18	CF	FIXED NETWORK CNP FEE	2		-15.00
01/31/18	CF	BIN/ICA FEE	59	0.020000	-1.18
01/31/18	CF	NTWK ACCESS FEE	59	0.02850	-1.68
01/31/18	CF	CR DUES AND ASSESS	3959.86	0.00130	-5.15
01/31/18	CF	FILE TRANSMISSION FEE			-0.38
		VS OFLN DB			
01/31/18	CF	DISC 1	12271.70	0.00320	-39.27
		AUTHS & AVS			
01/31/18	CF	CPU GTWY	172	0.1000	-17.20
01/31/18	CF	AVS CPU-G	172	0,0500	-8.60
01/31/18	CF	INTERCHANGE			-92.63
01/31/18	CF	ACQR PROCESSOR FEES	172	0.01550	-2.67
01/31/18	CF	BIN/ICA FEE	152	0.020000	-3.04
01/31/18	CF	NTWK ACCESS FEE	152	0.02850	-4.33
01/31/18	CF	DB DUES AND ASSESS	12271.70	0,00130	-15.95
		DCVR ACQ			
01/31/18	CF	DISC 1	144.88	0.00320	-0.46
01/31/18	CF	DUES & ASSESSMENTS			-0.19
	10000	AUTHS & AVS			
01/31/18	CF	CPU GTWY	3	0.1000	-0.30
01/31/18	CF	AVS CPU-G	3	0.0500	-0.15
01/31/18	CF	INTERCHANGE			-2.25
01/31/18	CF	DSCV DATA USAGE FEE	3	0.01950	-0.06
01/31/18	CF	NTWK ACCESS FEE	3	0.02850	-0.09
		Total Card Fees		0.02000	-384,70
01/31/18	MISC	BATCH HEADER	28	0.1000	-2.80

Merchant Number

Customer Service

Page 6 of 7

Statement Period

01/01/18 - 01/31/18

FEES CHARGED

Date	Туре	Description	Volume Rate	Total
01/31/18	MISC	MONTHLY SVC FEE		-4.95
01/31/18	MISC	SECURITY PLUS	,	-14.95
01/31/18	MISC	MYADVANTAGEPORTAL		-6.95
		Total Miscellaneous Fees		-29.65
Total (Misc	ellaneous F	ees and Card Fees)		-\$414.34

Fee Type Legend

,

MISC = Miscellaneous Fees CF = Card Fees

INTERCHANGE CHAR	Sales	Number of		ange Cost Cost Per		Total Interchange
Product/Description	Total	Transactions	Rate	Transaction	Sub Total	Charges
MASTERCARD CORP PROD STD	701.92	4	0.0295	0.10	-21.11	
UTILITIESCREDIT	134,25	2	0.0000	0.65	-1.30	
UTILITIES WC	327.96	5	0.0000	0.65	-3.25	
WCELITE UTILITY	59.46	1	0.0000	0.75	-0.75	
ENHANCEDUTILITY	193.71	. 3	0.0000	0.65	-1.95	
MASTERCARD TOTAL	1,417.30	15				-28.36
MASTERCARD DEBIT				1	14-51	
UTILITIES DEBIT	175.23	3	0.0000	0.45	-1.35	
UTILPREPAIDDBTC	58.41	1	0.0000	0.65	-0.65	
REGDB UTILITYLF	233.64	4	0.0005	0.22	-1.00	
MASTERCARD DEBIT TOTAL	467.28	8		1		-3.00
AMEXCT043						
MOTONS1	193.93	3	0.0200	0.10	-4.17	
AMEXCT043 TOTAL	193.93	3				-4.17
VISA					3-54	
CPS MAIL PHONE	178.60	3	0.0180	0.10	-3.51	
CPS REWARDS 2	1,608.59	25	0.0195	0.10	-33.86	
US BUS TR1 CNP	106.66	2	0.0225	0.10	-2.59	
US VSP CNP	1,781.90	27	0.0240	0.10	-45.46	
US BUS TR2 CNP	224.65	1	0.0245	0.15	-5.65	
US BUS TR3 CNP	59.46	1	0,0260	0.20	-1.74	
VISA TOTAL	3,959.86	59		i i		-92.81

Merchant Number Customer Service

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Page 7 of 7

Statement Period 01/0

01/01/18 - 01/31/18

INTERCHANGE CHARGES						
Product/Description	Sales Total	Number of Transactions		ange Cost Cost Per Transaction	Sub Total	Total Interchange Charges
VISA DEBIT						
CPS CARD NP DB	3,132.06	39	0.0165	0.15	-57.52	
CPS CNP PP	199.85	1	0,0175	0.20	-3,69	
USREGULATED CNP	7,282.01	97	0,0005	0.22	-24.98	NURSE CONTRACT
US BUS CNP DB	105.20	2	0.0245	0.10	-2.77	
REG BUS CNP DB	1,552.58	13	0,0005	0.22	-3,63	1202330
VISA DEBIT TOTAL	12,271.70	152		Í.		-92.59
DISCOVER ACQ						NESSO DE LA COMP
UTILITRW	144.88	3	0.0000	0.75	-2.25	
DISCOVER ACQ TOTAL	144.88	3				-2.25
Total	18,454.95	240				-223.18

일(R. V. 2014) 이 가지 않는 것이 있는 것이 있는 것이 있는 것이 없는 것이 없는

Total dollar amount of aggregate reportable payment card transactions funded and third party network transactions, for each participating payee, without regard to any adjustments for credits, cash equivalents, discount amount, fees, refunded amounts, or any other amounts per respective tax identification number.

JAN Gross Reportable Sales - TIN XXXX0031 \$18.45	otal	
2018 YTD Gross Reportable Sales \$18,45	1.95	

Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: Discussion on approving Amendment #3 Cooperative Agreement P492-12-063 U.S. 395 Kingslane Project, installing 110 lineal feet of sidewalk, re construct the Kingslane entrance and replace a portion of the existing perimeter wall along with new channel and culvert improvements, increasing funding from Nevada Department of Transportation and extending the project timeline, and authorize the town manager to sign the agreement; with public comment prior to Board action.
- 2. Recommended Motion: Approve NDOT Amendment #3 Cooperative Agreement P492-12-063 U.S. 395 Kingslane Project, installing 110 lineal feet of sidewalk, re construct the Kingslane entrance and replace a portion of the existing perimeter wall along with new channel and culvert improvements, increasing funding from Nevada Department of Transportation and extending the project timeline, and authorize the town manager to sign the agreement

Funds Available:
Ves
VA

- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018 Time Requested: 5 minutes
- 6. Agenda: Consent Z Administrative

Background Information: The Kingslane project has been ongoing for a number of years now with NDOT. At the beginning of the year the board directed staff to reduce the cost for the project and plans were redrawn and a request to NDOT for additional funding was made. NDOT responded in September and allotted more funds to the project so the project consists of what was originally planned for after all the changes from NDOT staff were incorporated. This amendment is needed to extend the expiration date of the last amendment.

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:
- □ Approved with Modifications
- □ Approved □ Denied

└ Continued

Amendment No. 3 to Cooperative (LPA) Agreement No. P492-12-063

This Amendment is made and entered into on , between the State of Nevada, acting by and through its Department of Transportation, hereinafter referred to as the "DEPARTMENT", and Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423, hereinafter referred to as the "TOWN."

WITNESSETH:

WHEREAS, on November 27, 2012, the Parties entered into Agreement No. P492-12-063 to delegate authority to the TOWN to design, advertise, award and manage construction of curb, gutter, sidewalk and drainage improvements along US 395 from the intersection of Kings Lane to 110 feet south of the intersection; and

WHEREAS, on November 20, 2014, the parties entered into Amendment No. 1 to Agreement No. P492-12-063 to extend the termination date; and

WHEREAS, on December 8, 2016, the parties entered into Amendment No. 2 to Agreement No. P492-12-063 to extend the termination date; and

WHEREAS, the termination date must be amended due to delays in the project due to permit requirements and increased costs; and

WHEREAS, the amount to be paid to the TOWN must be increased due to additional items required by the DEPARTMENT to complete the scope of the PROJECT; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. P492-12-063.

NOW, THEREFORE, the Parties agree as follows:

A. Article I, Paragraph 16, is amended by deleting it in its entirety and inserting in its place:

"To be responsible for four and a half percent (4.5%) of the PROJECT costs up to Thirteen Thousand Eight Hundred and No/100 Dollars (\$13,800.00) and for one hundred percent (100%) of all costs exceeding the obligated State funds. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any costs exceeding the obligated State funds".

B. Article II, Paragraph 3, is amended by deleting it in its entirety and inserting in its place:

"To obligate State funding for a maximum amount of Two Hundred Ninety Thousand and No/100 Dollars (\$290,000.00) for the PROJECT."

- C. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2018 to June 30, 2020.
- D. Article III, Paragraph 4, is amended by deleting it in its entirety and inserting in its place:

"The TOTAL ESTIMATED PROJECT COSTS are Three Hundred Three Thousand Eight Hundred and No/100 Dollars (\$303,800.00), which includes Two Hundred Ninety Thousand and No/100 Dollars (\$290,000.00) State funding, comprising ninety-five and a half percent (95.5%) of the TOTAL ESTIMATED PROJECT COSTS, and Thirteen Thousand Eight Hundred and No/100 Dollars (\$13,800.00), comprising four and a half percent (4.5%) of the TOTAL ESTIMATED PROJECT COSTS, which will be the responsibility of the TOWN. The parties acknowledge and agree that the TOTAL ESTIMATED PROJECT COSTS set forth herein are only estimates and that in no event shall the DEPARTMENT portion exceed the total obligated amount, as established in Article II, Paragraph 3."

E. Article III, Paragraph 5, is amended by deleting it in its entirety and inserting in its place:

"The following is a summary of the TOTAL ESTIMATED PROJECT COSTS and available funds:

TOTAL ESTIMATED PROJECT COSTS:

DEPARTMENT Preliminary Engineering Costs: TOWN Preliminary Engineering Costs: DEPARTMENT Right-of-Way Costs: DEPARTMENT Construction Engineering Costs: TOWN Construction Engineering Costs: Construction Costs:	\$ \$ \$ \$ \$ \$ \$ \$	3,000.00 5,800.00 2,000.00 5,000.00 3,000.00 <u>285,000.00</u>
TOTAL ESTIMATED PROJECT COSTS:	\$	303,800.00
AVAILABLE FUNDING SOURCES:		
DEPARTMENT State Funds: TOWN Funds:	\$ \$	290,000.00 13,800.00
TOTAL PROJECT FUNDING:	\$	303,800.00
Additional TOWN funds not included in agreement:	\$	171,455.00"

F. Article III, Paragraph 13, is amended by deleting it in tis entirety and inserting in its place:

"All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT:	Rudy Malfabon, P.E., Director Attn: Phil Kanegsberg, P.E. Local Public Agency Coordinator Roadway Design 1263 South Stewart Street Carson City, NV 89712 Phone: (775) 888-7988 Fax: (775) 888-7401 E-mail: <u>pkanegsberg@dot.nv.gov</u>
FOR TOWN:	Thomas Dallaire, P.E. Town of Gardnerville 1407 Highway 395 N. Gardnerville, NV 89423

Phone: (775) 782-7134 Fax: (775) 782-7135 E-mail: <u>tdallaire@co.douglas.nv.us</u>"

G. All of the other provisions of Agreement No. P492-12-063 dated November 27, 2012, and Amendment No. 1 dated November 20, 2014, and Amendment No. 2 dated December 8, 2016, shall remain in full force and effect as if fully set forth herein.

IN WITNESS WHEREOF, the above-named Parties have hereunto set their hands and executed this Amendment on the date first written above.

TOWN OF GARDNERVILLE

STATE OF NEVADA, acting by and through its DEPARTMENT OF TRANSPORTATION

Mary Wenner Chairman Director

Attest

Approved as to Legality and Form:

Thomas Dallaire, P.E. Town Manager **Deputy Attorney General**

AMENDMENT No. 2 to COOPERATIVE AGREEMENT P492-12-063

This Amendment is made and entered into on 12-8-14 between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423 (hereinafter "TOWN").

WITNESSETH:

WHEREAS, on November 27, 2012, the Parties entered into Agreement No. P492-12-063 to delegate authority to the TOWN to design, advertise, award, and manage construction of curb, gutter, sidewalk, and drainage improvements along US 395 from the intersection of Kings Lane to 110 feet south of the intersection; and

WHEREAS, on November 20, 2014, the Parties entered into Amendment No. 1 to Agreement No. PR492-12-063 to extend the termination date from December 31, 2014, to December 31, 2016; and

WHEREAS, the termination date must be amended due to continued delays in the project schedule due to permit issues; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. P492-12-063.

NOW, THEREFORE, the Parties agree as follows:

A. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2016, to December 31, 2018.

B. All of the other provisions of Agreement No. P492-12-063 dated November 27, 2012 and Amendment No. 1 dated November 20, 2014 shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named parties have hereunto set their hands and executed this Amendment the date first written above.

TOWN OF GARDNERVILLE

Chairmar

Attest:

Thomas Dallaire, P.E. Town Manager

State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION

Director

Approved as to Legality & Form:

AMENDMENT No. 1 to COOPERATIVE (LOCAL PUBLIC AGENCY) AGREEMENT PR492-12-063

This Amendment is made and entered into this $\underline{201}$ day of $\underline{Matember}$, $\underline{201}$, between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423 (hereinafter "TOWN").

WITNESSETH:

WHEREAS, on November 27, 2012, the parties entered into Agreement No. PR492-12-063 to delegate authority to the TOWN to design, advertise, award, and manage construction of curb, gutter, sidewalk, and drainage improvements along US 395 from the intersection of Kings Lane to 110 feet south of the intersection; and

WHEREAS, the termination date is amended due to delays in the project schedule due to permit issues; and

WHEREAS, the parties hereto desire to make certain amendments to Agreement No. PR492-12-063.

NOW, THEREFORE, the parties agree as follows:

A. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2014, to December 31, 2016.

B. All of the other provisions of Agreement No. PR492-12-063 dated November 27, 2012, shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named parties have hereunto set their hands and executed this Amendment the date first written above.

TOWN OF GARDNERVILLE

Linda Stater

Chairman

Attest:

Thomas Dallaire, P.E. Town Manager

State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION

Director

Approved as to Legality & Form:

Deputy Attorney General

5-3A

Agreement P492-12-063

COOPERATIVE AGREEMENT U.S. 395 SIDEWALK PROJECT

This Agreement is made and entered the <u>21^{ru}</u> day of <u>NovEmBER</u>, <u>2012</u>, by and between the State of Nevada, acting by and through its Department of Transportation (hereinafter "DEPARTMENT") and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423 (hereinafter "TOWN").

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined as an agreement between two or more public agencies for the "joint exercise of powers, privileges and authority;" and

WHEREAS, pursuant to the provisions contained in N.R.S. (Nevada Revised Statutes) Chapter 408, the Director of the DEPARTMENT may enter into agreements necessary to carry out the provisions of the said Chapter; and

WHEREAS, N.R.S. 277.110 authorizes any two or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with N.R.S. 277.080 to 277.110; and

WHEREAS, the TOWN will design, advertise, award and manage construction of curb, gutter, sidewalk, and drainage improvements along US 395 from the intersection of Kings Lane to 110 feet south of the intersection, in the Project Scope attached hereto and incorporated herein as Attachment A (hereinafter "PROJECT"); and

WHEREAS, the PROJECT has been selected and approved for State funding under the DEPARTMENT's Project Submittal Application Process; and

NOW, THEREFORE, in consideration of the premises and mutual covenants hereinafter contained, it is agreed as follows:

ARTICLE I - TOWN AGREES:

1. To perform or have performed by consultant forces: (a) the design of the PROJECT (including the development of plans, specifications and estimates); (b) complete the survey to prepare mapping and legal descriptions of the new right-of-way parcels to be acquired; (c) the acquisition of environmental permits and clearances; and (d) the advertisement, award and construction management of the PROJECT, as outlined in Attachment A, in accordance with Federal, State and local laws, regulations, ordinances and policies. The PROJECT shall be designed and constructed in accordance with DEPARTMENT standards. The PROJECT shall be operated and maintained in accordance with applicable Federal, State and local laws, regulations, ordinances and policies.

2. To require those utility companies having franchise agreements with the TOWN, when permitted under the terms of the franchise agreement, to relocate their facilities if necessary or otherwise accommodate the PROJECT at no cost to the PROJECT,

DEPARTMENT or the TOWN.

3. To invite the DEPARTMENT to PROJECT meetings, including but not limited to field reviews, right-of-way settings, review meetings and the pre-construction conference.

4. To hold a right-of-way setting meeting at the sixty percent (60%) design phase, wherein the TOWN shall provide plans showing limits of existing right-of-way and easements, and any necessary right-of-way for the PROJECT, i.e. Fee Acquisitions, Permanent and Temporary Easements, and Permission to Construct limits.

5. To submit to the DEPARTMENT for review and approval, preliminary plans at sixty percent (60%), ninety percent (90%) and one hundred percent (100%) design phases. The ninety percent (90%) and one hundred percent (100%) submittals shall include the PROJECT specifications, cost estimate and bid documents.

6. To obtain an occupancy permit from the DEPARTMENT, at no cost to the TOWN, allowing the TOWN to occupy the DEPARTMENT's right-of-way for the purpose of constructing and maintaining the PROJECT, prior to advertising the PROJECT.

7. To follow the terms and conditions of the occupancy permit issued by the DEPARTMENT so long as the terms and conditions are consistent with the terms and conditions contained herein and to incorporate those terms and conditions into the contract bid documents. In the event of any inconsistencies and/or conflict in the terms and conditions, this Agreement shall take precedence.

8. To obtain the DEPARTMENT's approval for all exceptions to DEPARTMENT and AASHTO design standards.

9. To proceed with the PROJECT advertisement only after receiving a written "Notice to Proceed" from the DEPARTMENT.

10. To submit to the DEPARTMENT three (3) final sets of plans, specifications, estimates and bid documents for the DEPARTMENT's use.

11. To perform the contract administration of the construction contract by providing appropriate personnel to: (a) observe, review, inspect, perform materials testing; (b) be in responsible charge of the construction; (c) be capable of answering any question that may arise in relation to the contract plan and specifications during construction; (d) environmental permits and clearances requirements for monitoring and mitigation during construction of the PROJECT are being met; and (e) to report to the DEPARTMENT's Resident Engineer on administration of the contract, compliance with State requirements and the contractor's acceptable fulfillment of the contract.

12. To submit to the DEPARTMENT for review and approval any addenda, supplementals and change orders and to obtain written DEPARTMENT approval for any addenda, supplementals and change orders prior to incorporating them into the PROJECT.

13. To allow the DEPARTMENT and its designated representatives to monitor all work associated with the PROJECT during construction.

14. To perform PROJECT documentation and quality control during contract administration according to the TOWN's established procedures, as approved by the DEPARTMENT. If the TOWN does not have DEPARTMENT approved procedures, it must then follow the procedures contained in the DEPARTMENT's "Documentation Manual" and "Construction Manual," incorporated herein by reference. The manuals may be obtained from the DEPARTMENT's Administrative Services Division.

15. As work progresses on the PROJECT, the TOWN shall provide the DEPARTMENT with monthly invoices for payment of the PROJECT COSTS. The invoice shall be based upon and accompanied by auditable supporting documentation. Total reimbursement shall not exceed the total obligated amount, as established in Article I Paragraph 3, less any DEPARTMENT PROJECT COSTS, as established in Article III Paragraph 8. Invoices for the preliminary engineering and right-of-way phases shall be forwarded to the DEPARTMENT's Local Public Agency Coordinator for payment processing. Invoices for the construction phase including the final invoice shall be forwarded to the DEPARTMENT's Resident Engineer for review. The DEPARTMENT's Resident Engineer shall forward the invoice to the DEPARTMENT's Local Public Agency Coordinator for payment processing. ELIGIBLE PROJECT COSTS are those costs as defined in the applicable Federal OMB Circulars including but not limited to those listed on Attachment B.

16. To be responsible for sixteen percent (16%) of the PROJECT costs up to Thirteen Thousand Eight Hundred and No/100 Dollars (\$13,800.00) and for one hundred percent (100%) of all costs exceeding the obligated State funds. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any costs exceeding the obligated RL funds.

17. To accept maintenance responsibilities including utility costs for the improvements of curb, gutter, sidewalk, and drainage improvements constructed as part of the PROJECT, upon completion and the DEPARTMENT's final written acceptance of the PROJECT. The level of maintenance effort shall be commiserate with the TOWN's overall maintenance budget allocated by the TOWN's governing body.

ARTICLE II - DEPARTMENT AGREES:

1. To assist the TOWN with obtaining the environmental permits and clearances.

2. To ensure that the TOWN's actions are in accordance with applicable Federal and State regulations and policies.

3. To obligate State funding for a maximum amount of Seventy Thousand and No/100 Dollars (\$70,000.00) for the PROJECT.

4. To establish a Project Identification Number to track all PROJECT costs.

5. Once the funding is obligated, to provide the TOWN with a written "Notice to Proceed" authorizing the preliminary engineering of the PROJECT.

6. To ensure that applicable environmental laws and regulations are met on the PROJECT and to certify the PROJECT in accordance with requirements.

7. To review and comment on the TOWN's design (including plans, specifications and estimates) in Fifteen (15) working days from receipt and to ensure that DEPARTMENT, American Association of State Highway Transportation Officials (AASHTO) and Manual on Uniform Traffic Control Devices (MUTCD) Guidelines are followed and that the design meets the requirements of the Americans with Disability Act (ADA).

8. To review all exceptions to DEPARTMENT and AASHTO design standards, and to approve those exceptions when acceptable.

9. To invoke the DEPARTMENT's authority under N.R.S. 408.210(4), to require relocation or adjustment of any encroachments, including utility facilities occupying the DEPARTMENT's right-of-way pursuant to DEPARTMENT permits issued pursuant to N.R.S. 408.210 and/or N.R.S. 408.423, in order to accommodate construction of the PROJECT.

10. To generate right-of-way mapping, title reports, and legal descriptions for those parcels to be acquired for the PROJECT.

11. To acquire all necessary right-of-way for the PROJECT in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended.

12. To coordinate and provide liaison for the relocation or adjustment of utilities in accordance with applicable State and Federal regulations, including but not limited to N.A.C (Nevada Administrative Code) Chapter 408 and 23 CFR § 645.

13. To ensure that applicable right-of-way laws and regulations are met on this PROJECT and to document those actions in accordance with the DEPARTMENT's administrative requirements.

14. To issue an occupancy permit to the TOWN, at no cost to the TOWN, allowing it to occupy the DEPARTMENT's right-of-way for the purpose of constructing and maintaining the PROJECT.

15. To ensure that all reporting and project documentation, as necessary for financial management and required by applicable requirements, is obtained by the DEPARTMENT.

16. To authorize the TOWN to proceed with the advertisement/award of the contract and construction of the PROJECT, once the final design (including plans, specifications and estimates) has been reviewed and approved by the DEPARTMENT, all certifications have been completed and the funding authorized. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed".

17. To assign a Local Public Agency Coordinator and a resident engineer to act as the DEPARTMENT's representative to monitor the TOWN's compliance with applicable Federal and State requirements.

18. To review and approve when appropriate addenda, supplementals and change orders to the construction contract of the PROJECT to ensure compliance with the terms of this Agreement within five (5) working days. Failure to respond within five (5) working days constitutes approval. Approval of said addenda, supplementals and change orders does not alter the maximum reimbursement to the TOWN as established in ARTICLE I Paragraph 3, minus any DEPARTMENT PROJECT COSTS as established in ARTICLE III Paragraph 8.

19. To review the TOWN's as-built plans and to attend the TOWN final inspection of the PROJECT.

20. To reimburse the TOWN, monthly as work progresses on the PROJECT, for ELIGIBLE PROJECT COSTS based on supporting documentation minus any DEPARTMENT PROJECT costs. Total reimbursement shall not exceed the total obligated amount, as established in ARTICLE II Paragraph 3.

21. To transfer to the TOWN maintenance responsibility including utility costs for the improvements consisting of curb, gutter, sidewalk, and drainage improvements constructed as part of the PROJECT upon completion and the DEPARTMENT's final written acceptance of the PROJECT.

ARTICLE III - IT IS MUTUALLY AGREED:

1. The term of this Agreement shall be from the date first written above through and including December 31, 2014, or until the construction of all improvements contemplated herein has been completed and accepted by the DEPARTMENT, whichever occurs first, save and except the responsibility for maintenance as specified herein.

2. The description of the PROJECT may be changed by mutual written consent of the parties.

3. Each party agrees to complete a joint final inspection prior to final acceptance of the work by the DEPARTMENT.

4. The TOTAL ESTIMATED PROJECT COSTS are Eighty Three Thousand, Eight Hundred and No/100 Dollars (\$83,800.00), which includes Seventy Thousand and No/100 Dollars (\$70,000.00) State funding, comprising Eighty-four percent (84%) of the TOTAL ESTIMATED PROJECT COSTS, and Thirteen Thousand Eight Hundred and No/100 Dollars (\$13,800.00), comprising Sixteen percent (16%) of the TOTAL ESTIMATED PROJECT COSTS, which shall be the responsibility of the TOWN. The parties acknowledge and agree that the TOTAL ESTIMATED PROJECT COSTS set forth herein are only estimates and that in no event shall the DEPARTMENT portion exceed the total obligated amount, as established in Article II, Paragraph 2.

5. The following is a summary of TOTAL ESTIMATED PROJECT COSTS and available funds:

TOTAL ESTIMATED PROJECT COSTS:

DEPARTMENT Preliminary Engineering Costs:	\$ 3,000.00
TOWN Preliminary Engineering Costs:	\$ 5,800.00
DEPARTMENT Right-of-Way Costs:	\$ 2,000.00
DEPARTMENT Construction Engineering Costs:	\$ 5,000.00
TOWN Construction Engineering Costs:	\$ 3,000.00
Construction Costs:	<u>\$ 65,000.00</u>
TOTAL ESTIMATED PROJECT COSTS:	\$ 83.800.00

AVAILABLE FUNDING SOURCES:

DEPARTMENT State Funds: TOWN Funds:

\$70,000.00 <u>\$13,800.00</u>

TOTAL PROJECT FUNDING:

\$83,800.00

6. The TOWN may not incur any reimbursable PROJECT COSTS until this Agreement is executed by both parties and the DEPARTMENT has issued a written "Notice to Proceed."

7. The TOTAL PROJECT COSTS shall be determined by adding the total costs incurred by the DEPARTMENT and the TOWN for preliminary engineering, acquiring environmental permits and clearances, right-of-way engineering, right-of-way acquisition, the relocation of utilities, construction engineering, and construction costs.

8. An alteration requested by either party which substantially changes the services provided for by the expressed intent of this Agreement shall be considered extra work, and shall be specified in an amendment which will set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

9. The TOWN'S TOTAL ESTIMATED PROJECT COSTS may not be an accurate reflection of the final cost. The final costs may vary widely depending on the Contractor's bid prices.

10. Plans, specifications, and estimates shall be reviewed by the DEPARTMENT for conformity with the Agreement terms. The TOWN acknowledges that review by the DEPARTMENT does not include detailed review or checking of major components and related details or the accuracy and sufficiency of such deliverables.

11. This Agreement may be terminated by mutual consent of both parties without cause. The parties expressly agree that this Agreement shall be terminated upon written notification if for any reason State and/or TOWN funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

12. Should this Agreement be terminated by the TOWN for any reason prior to the completion of the PROJECT, or the Agreement is terminated by the DEPARTMENT due to the TOWN's failure to perform, the TOWN shall reimburse the DEPARTMENT for any payments made to the TOWN, and any PROJECT costs incurred by the DEPARTMENT.

13. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT:	Rudy Malfabon, P.E., Director
	Attn: Dean C. Morton, P.E., CPM
	Local Public Agency Coordinator
Nevada De	Nevada Department of Transportation

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Roadway Design 1263 South Stewart Street Carson City, Nevada 89712 Phone: (775) 888-7595 Fax: (775) 888-7401 E-mail: dmorton@dot.state.nv.us

FOR TOWN:

Thomas Dallaire, P.E. Town of Gardnerville 1407 Highway 395 N. Gardnerville, NV 89423 (775) 782-7134 (775) 782-7135 E-mail: tdallaire@co.douglas.nv.us

14. Up to the limitation of law, including, but not limited to, N.R.S. Chapter 41 liability limitations, each party shall be responsible for all liability, claims, actions, damages, losses, and expenses, caused by the negligence, errors, omissions, recklessness or intentional misconduct of its own officers and employees.

15. The parties do not waive and intend to assert available N.R.S. Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any State or TOWN breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

16. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada district courts for enforcement of this Agreement.

17. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist and the unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

18. Failure to declare a breach or the actual waiver of any particular breach of the Agreement and or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

19. Except as otherwise expressly provided herein, all property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

20. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create any rights in any person or entity, public or private, a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit pursuant to the terms or provisions of this Agreement.

21. Each party agrees to keep and maintain under generally accepted accounting principles full, true and complete records and documents pertaining to this Agreement and to present, at any reasonable time, such information for inspection, examination, review, audit and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

22. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is and shall be a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

23. In connection with the performance of work under this Agreement, the TOWN agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, pregnancy, sexual orientation, genetic information (GINA) or gender identity or expression, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including without limitation apprenticeship. The parties further agree to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

24. Pursuant to all applicable laws including but not limited to the Civil Rights Act of 1964, the Federal Highway Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Executive Order 12898 (Environmental Justice), and Executive Order 13166 (Limited English Proficiency), the TOWN shall ensure that no person shall on the grounds of race, color, national origin, sex, age and handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally-funded or not. Breach of this covenant may be regarded as a material breach of this Agreement.

25. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

26. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

27. Pursuant to N.R.S. 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

28. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law.

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29. All references herein to federal and state code, law, statutes, regulations and circulars are to them, as amended.

30. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

31. This Agreement constitutes the entire agreement of the parties and as such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

TOWN OF GARDNERVILLE

Paul Lindsay Chairman

Attest:

Thomas Dallaire, P.E. Town Manager

State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION Director Approved as to Legality & Form

Deputy Attorney General



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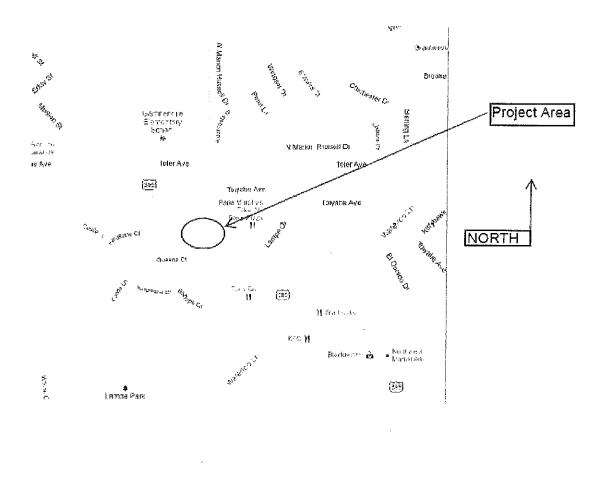
Attachment A

US 395 SIDEWALK IMPROVEMENT PROJECT

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The project consists of constructing new curb, gutter and 5' wide sidewalk with required drainage improvements.

The limits of the Project are along US 395 in Gardnerville, NV, from the intersection of Kingslane to 110' south of the intersection (MP DO 20.80 to 20.82).





Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: Discussion on Amendment #3 to the Crosswalk project agreement with NDOT extending the project timeline and authorize the town manger to sign the agreement; with public comment prior to Board action.
- 2. Recommended Motion: Approve Amendment #3 to the Crosswalk project agreement with NDOT extending the project timeline and authorize the town manger to sign the agreement

Funds Available: 🗌 Yes 🛛 🗹 N/A

- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018 Time Requested: 5 minutes
- 6. Agenda: Consent Z Administrative

Background Information:

- 7. Other Agency Review of Action: Douglas County Review N/A
- 8. Board Action: Right of way is working on the final approvals of the land acquisition. This amendment is needed to extend the project beyond the expiration of the last amendment.
- □ Approved
- Approved with Modifications
- Denied
- □ Continued

Amendment No. 3 to Cooperative (LPA) Agreement No. PR056-15-063

This Amendment is made and entered into on , between the State of Nevada, acting by and through its Department of Transportation, hereinafter referred to as the "DEPARTMENT", and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423, hereinafter referred to as the "TOWN."

WITNESSETH:

WHEREAS, on May 21, 2015, the Parties entered into Agreement No. PR056-15-063 to allow the TOWN to design, adjust utilities, advertise, award, and manage construction of the crosswalk improvements along US 395 in Gardnerville; and

WHEREAS, on May 9, 2016, the parties entered into Amendment No. 1 to Agreement No. PR056-15-063 to assign to the TOWN the duty to prepare mapping, title reports, and legal descriptions; require the DEPARTMENT to assign Right-of-Way Engineering staff to review and approve mapping, title reports, and legal descriptions; and to extend the expiration date; and

WHEREAS, on September 22, 2016, the parties entered into Amendment No. 2 to Agreement No. PR056-15-063 to increase the PROJECT funding and require the TOWN to perform coldmilling and paving work; and

WHEREAS, the termination date must be amended due to additional time required for Right-of-Way acquisition; and

WHEREAS, the TOWN is a sub-recipient of federal transportation funds, and the TOWN's Data Universal Numbering System (DUNS) Number 019853097 will be used for reporting purposes; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. PR056-15-063.

NOW, THEREFORE, the Parties agree as follows:

A. Article I, Paragraph 23, is amended by deleting it in its entirety and inserting in its place:

"To authorize the TOWN to proceed with the advertisement and award of the contract and construction of the PROJECT, once the final design (including plans, specifications and estimates) and bid documents have been reviewed and approved by the DEPARTMENT, all certifications have been completed, and the funding authorized by FHWA. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed". The "Notice to Proceed" will include the Federal Award Identification Number (FAIN) and the modified "project end date" mutually established by both parties in conformance with the requirements of 2 CFR Part 200."

B. Insert the following paragraph in Article II:

"28. To monitor compliance with subcontracting, prompt payments, and DBE requirements using B2GNow for tracking and reporting purposes and require contractors and subcontractors to use and submit documentation through B2GNow."

C. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2018, to June 30, 2020.

Amendment No. 2 to Cooperative (LPA) Agreement No. PR056-15-063

This Amendment is made and entered into this ______ day of _____, ____, ____, between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423, hereinafter referred to as the TOWN.

WITNESSETH:

WHEREAS, on May 21, 2015, the Parties entered into Agreement No. PR056-15-063 to allow the TOWN to design, adjust utilities, advertise, award and manage construction of the crosswalk improvements along US 395 in Gardnerville; and

WHEREAS, on May 9, 2016, the Parties entered into Amendment No. 1 to Agreement No. PR056-15-063 to shift ROW Engineering responsibilities to the TOWN, and to modify the expiration date; and

WHEREAS, this amendment is necessary to increase funding for the PROJECT by Ninety Thousand and No/100 Dollars (\$90,000.00) in State funds due to additional work required by the DEPARTMENT; and

WHEREAS, the DEPARTMENT is requiring the TOWN to perform coldmilling and paving work to remove existing striping on US 395 at Mill Street and High School Street; and

WHEREAS, this amendment is necessary to shift Five-Thousand and No/100 Dollars from DEPARTMENT Right-of-Way Engineering to TOWN Preliminary Engineering for Right-of-Way Engineering activities due to a shift in the scopes of work of each; and

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. PR056-15-063; and

NOW, THEREFORE, the Parties agree as follows:

A. Article I, Paragraph 3, is amended by deleting it in its entirety and inserting in its place:

"3. To obligate Federal TAP funding for a maximum amount of Three Hundred Twenty-Nine Thousand and No/100 Dollars (\$329,000.00) and to obligate State Funding for a maximum amount of One Hundred Twenty-Two Thousand and No/100 Dollars (\$122,000.00) for right-of-way engineering and milling and paving activities,"

B. Article I, Paragraph 11, is amended by deleting it in its entirety and inserting in its place:

"11. To assign DEPARTMENT Right-of-Way Engineering staff to review and approve the mapping to ensure compliance with State and Federal regulations and standards and to generate title reports and legal descriptions for those parcels to be acquired."

C. Article I, Paragraph 23, is amended by deleting it in its entirety and inserting in its place:

"23. To authorize the TOWN to proceed with the advertisement and award of the contract and construction of the PROJECT, once the final design (including

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plans, specifications and estimates) has been reviewed and approved by the DEPARTMENT, all certifications have been completed, and the funding authorized by FHWA. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed". The "Notice to Proceed" will include the modified "project end date" mutually established by both parties in conformance with the requirements of 2 CFR Part 200."

D. Article I, Paragraph 27, is amended by deleting it in its entirety and inserting in its place:

"27. To reimburse the TOWN upon receipt of an invoice for ninety-five percent (95%) of the eligible PROJECT costs for the Federally Funded portion of the PROJECT and to reimburse the TOWN for one hundred percent (100%) of the eligible PROJECT costs for the State Funded portion of the PROJECT for right-of-way engineering and the coldmilling and paving activities at Mill Street and High School Street based on supporting documentation minus any DEPARTMENT PROJECT costs. Total reimbursement shall not exceed the total obligated amount as established in Article 1, Paragraph 3, minus any DEPARTMENT PROJECT costs as established in Article III, Paragraph 5. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200, and the State Administrative Manual (SAM), incorporated herein by reference. The SAM may be obtained from http://budget.nv.gov/MainDocuments/.

E. Article II, Paragraph 1, is amended by deleting it in its entirety and inserting in its place:

"1. To perform or have performed by consultant forces: (a) the design of the PROJECT (including the development of plans, specifications, and estimates); (b) the completion of the NEPA documentation in conformance with 23 CFR Part 771; (c) the acquisition of environmental permits and clearances; (d) complete the survey and engineering to prepare right-of-way mapping, title reports, and legal descriptions for those parcels to be acquired; (e) coordinate utility relocations; and (f) the advertisement, award and construction management of the PROJECT, as outlined in Attachment A, in accordance with Federal, State, and local laws, regulations, ordinances, and policies, including but not limited to those listed in the FHWA "Contract Administration Core Curriculum Participant's Manual and Reference Guide" at http://www.fhwa.dot.gov/programadmin/contracts/coretoc.cfm, incorporated herein by reference. The PROJECT shall be designed and constructed in accordance with DEPARTMENT standards. The PROJECT shall be operated and maintained in accordance with applicable Federal, State, and local laws, regulations, ordinances, and policies.

F. Article II, Paragraph 23, is amended by deleting it in its entirety and inserting in its place:

"23. As work progresses on the PROJECT, the TOWN shall provide the DEPARTMENT with monthly invoices for payment of the PROJECT costs. The final invoice must be submitted within 90 calendar days of the completion of the PROJECT. The invoice shall be based upon and accompanied by auditable supporting documentation. Total reimbursement shall not exceed the total obligated amount, as established in Article I, Paragraph 3, less and DEPARTMENT eligible PROJECT costs, as established in Article III, Paragraph 5. Invoices for the preliminary engineering phase shall be forwarded to the DEPARTMENT's Local Public Agency Coordinator for payment processing.

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Invoices for the construction phase, including the final invoice, shall be forwarded to the DEPARTMENT's Resident Engineer for review. The DEPARTMENT's Resident Engineer shall forward the invoice to the DEPARTMENT's Local Public Agency Coordinator for payment processing. Eligible PROJECT costs are those costs as define in 2 CFR Part 200, and the SAM."

G. Article III, Paragraph 5, is amended by deleting it in its entirety and inserting in its place:

"5. The following is a summary of total estimated PROJECT costs and available funds.

Total Estimated Project Costs:

DEPARTMENT Preliminary Engineering Costs: TOWN Preliminary Engineering Costs: DEPARTMENT Right-of-Way Costs: DEPARTMENT Construction Engineering Costs: TOWN Construction Engineering Costs: Construction Costs:	\$ 5,000.00 \$ 45,860.00 \$ 27,000.00 \$ 5,000.00 \$ 32,066.00 <u>\$ 353,390.00</u>
Total estimated PROJECT costs:	\$ 468,316.00
Available Funding Sources:	
Federal TAP Funds: State Funds: TOWN Match Funds:	\$ 329,000.00 \$ 122,000.00 <u>\$ 17,316.00</u>
Total PROJECT Funding:	\$ 468,316.00

H. Article III, Paragraph 7, is amended by deleting it in its entirety and inserting in its place:

"7. The total PROJECT costs shall be determined by adding the total costs incurred by the DEPARTMENT and the TOWN for preliminary engineering, completing the NEPA process and acquiring environmental permits and clearances, right-of-way engineering, right-of-way acquisition, the relocation of utilities, construction engineering, and construction costs. The TOWN match will be calculated using the applicable percentage of the total PROJECT costs eligible for Federal funding. Subject to budgeted appropriations and the allocation of sufficient funds by the governing body of the TOWN prior to entering into this Agreement, the TOWN is responsible for one hundred percent (100%) of all costs not eligible for Federal funding. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any of those costs. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200, and the SAM."

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 All of the other provisions of Agreement No. PR056-15-063, dated May 21, 2015, and Amendment No. 1, dated May 9, 2016, shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named parties have hereunto set their hands and executed this Amendment the date first written above.

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TOWN OF GARDNERVILLE

Mary Wenner

Chairman

STATE OF NEVADA, acting by and through its DEPARTMENT OF TRANSPORTATION

Director

Attest:

Thomas Dallaire, P.E. Town Manager

Approved as to Legality and Form:

Deputy Attorney General

AMENDMENT No. 1 to COOPERATIVE (LOCAL PUBLIC AGENCY) AGREEMENT PR056-15-063

This Amendment is made and entered into on <u>MAY 9, 2016</u> between the State of Nevada, Department of Transportation, hereinafter referred to as the DEPARTMENT, and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423, (hereinafter TOWN).

WITNESSETH:

WHEREAS, on May 21, 2015, the Parties entered into Agreement No. PR056-15-063 to design, adjust utilities, advertise, award and manage construction of the crosswalk improvements along US 395 in Gardnerville; and

WHEREAS, the termination date must be amended due to right-of-way needs for the project.

WHEREAS, the Parties hereto desire to make certain amendments to Agreement No. PR056-15-063.

NOW, THEREFORE, the Parties agree as follows:

A. Article I, Paragraph 11, is amended by deleting it in its entirety. and inserting in its place:

"11. To assign DEPARTMENT Right-of-Way Engineering staff to review and approve the mapping, title reports, and legal descriptions for those parcels to be acquired to ensure compliance with State and Federal regulations and standards."

- B. Insert the following paragraph in Article II, "27. To generate right-of-way mapping, title reports, and legal descriptions for the new right-of-way parcels to be acquired and to provide these documents to the DEPARTMENT for review and approval."
- C. The termination date referenced in Article III, Paragraph 1, shall be changed from December 31, 2017 to December 31, 2018.
- D. All of the other provisions of Agreement No. PR056-15-063, dated May 21, 2015, shall remain in full force and effect as if set forth herein.

IN WITNESS WHEREOF, the above named Parties have hereunto set their hands and executed this Amendment the date first written above.

TOWN OF GARDNERVILLE

Mary Wennér Chairman

Attest:

Thomas Dallaire, P.E. Town Manager

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Approved as to Legality and Form:

4-18-2016 Attorney General Deputy

Highway Agreement PR 056-15-063

COOPERATIVE (LOCAL PUBLIC AGENCY) AGREEMENT GARDNERVILLE CROSSWALK IMPROVEMENTS

This Agreement is made and entered the 2157 day of MAY, 2015, by and between the STATE OF NEVADA, acting by and through its Department of Transportation (hereinafter "DEPARTMENT") and the Town of Gardnerville, 1407 Highway 395 N., Gardnerville, NV 89423 (hereinafter "TOWN").

WITNESSETH:

WHEREAS, agreements between the DEPARTMENT and local public agencies are authorized under Nevada Revised Statutes (NRS) Chapters 277 and 408; and

WHEREAS, the DEPARTMENT and the Nevada Division of the Federal Highway Administration (FHWA) have entered into a Stewardship Agreement pursuant to Title 23 United States Code (U.S.C.) § 106; and

WHEREAS, NRS 408.245 authorizes the DEPARTMENT to act as agent and to accept federal funds on behalf of local public agencies; and

WHEREAS, 23 Code of Federal Regulations (CFR) § 635.105(a) provides the DEPARTMENT shall be responsible for insuring that local public agency projects receiving federal funds receive adequate supervision and inspection to insure that said projects are completed in conformance with approved plans and specifications; and

WHEREAS, the TOWN will agree to design, adjust utilities, advertise, award, and manage construction of the cross walk improvements along US 395 in Gardnerville as outlined in the Project Scope attached hereto and incorporated herein as Attachment A (hereinafter "PROJECT"); and

WHEREAS, the PROJECT has been approved by the DEPARTMENT for Federal Transportation Alternative Program (TAP) funds and State Funds; and

WHEREAS, the TOWN is a sub-recipient of federal transportation funds, Catalog of Federal Domestic Assistance (C.F.D.A.) Number 20.205 will be used for reporting purposes; and

NOW, THEREFORE, in consideration of the premises and mutual covenants hereinafter contained, it is agreed as follows:

ARTICLE I - DEPARTMENT AGREES:

1. To assist the TOWN with: (a) completing the National Environmental Policy Act (NEPA) documentation in conformance with 23 CFR Part 771.

2. To ensure that the TOWN's actions are in accordance with applicable Federal and State regulations and policies.

3. To obligate Federal TAP funding for a maximum amount of Three Hundred Twenty-Nine Thousand and No/100 Dollars (\$329,000.00) and to obligate State funding for a maximum amount of Thirty-Two Thousand and No/100 Dollars (\$32,000.00) for right-of-way activities.

4. To establish a Project Identification Number to track all PROJECT costs.

5. Once the funding is obligated, to provide the TOWN with a written "Notice to Proceed" authorizing the preliminary engineering of the PROJECT.

6. To ensure that applicable environmental laws and regulations are met on the PROJECT and to certify the PROJECT to FHWA in accordance with Federal requirements.

7. To review and comment on the TOWN's design (including plans, specifications and estimates) in fifteen (15) working days from receipt of submittal of such design and to ensure that DEPARTMENT, American Association of State Highway Transportation Officials (AASHTO) and Manual on Uniform Traffic Control Devices (MUTCD) Guidelines are followed and that the design meets the requirements of the Americans with Disability Act (ADA).

8. To review all exceptions to DEPARTMENT and AASHTO design standards, and to approve those exceptions when acceptable.

9. To invoke the DEPARTMENT's authority under NRS 408.210(4), to require relocation or adjustment of any encroachments, including utility facilities occupying the DEPARTMENT's right-of-way pursuant to DEPARTMENT permits issued pursuant to NRS 408.210 and/or NRS 408.423, in order to accommodate construction of the PROJECT.

10. To exercise final approval over utility adjustments that are within the DEPARTMENT's right-of-way and to have full authority to inspect said utility relocations.

11. To generate right-of-way mapping, title reports, and legal descriptions for those parcels to be acquired for the PROJECT.

12. To acquire all necessary right-of-way for the PROJECT in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended.

13. To assign a Right-of-Way Agent to provide guidance and oversight to ensure all utility relocations are performed in accordance with State and Federal regulations including, but not limited to Nevada Administrative Code (NAC) Chapter 408 and 23 CFR Part 645.

14. To prepare the "Resolution Consenting to Relinquishment and Land Transfer Agreement" and "Resolution of Relinquishment."

15. To submit to the TOWN the "Resolution Consenting to Relinquishment and Land Transfer Agreement" for presentation to the TOWN's governing body for approval.

16. To present to the DEPARTMENT's Transportation Board of Directors for its approval the executed "Resolution Consenting to Relinquishment and Land Transfer Agreement" and the "Resolution of Relinquishment."

17. To ensure that applicable right-of-way laws and regulations are met on this

PROJECT and to document those actions taken in accordance with the DEPARTMENT's administrative requirements.

18. To issue an occupancy permit to the TOWN, at no cost to the TOWN, allowing it to occupy the DEPARTMENT's right-of-way for the purpose of constructing and maintaining the PROJECT.

19. To provide an overall Disadvantaged Business Enterprise (DBE) participation goal and/or training hours for the PROJECT based on the DEPARTMENT's DBE Program, subject to and in accordance with Federal and State law and any other applicable laws, rules and regulations.

20. To review the DBE information submitted to the TOWN by bidders on the PROJECT for compliance with 49 CFR Part 26 and to provide the TOWN with the results of such review.

21. To review and approve the TOWN's procedures utilized for advertising, bid opening, and award of the PROJECT, so that the DEPARTMENT may satisfy itself that the same are in accordance with applicable Federal requirements.

22. To ensure that all reporting and project documentation, as necessary for financial management and required by applicable Federal requirements, is submitted by the DEPARTMENT to the FHWA.

23. To authorize the TOWN to proceed with the advertisement and award of the contract and construction of the PROJECT, once the final design (including plans, specifications and estimates) has been reviewed and approved by the DEPARTMENT, all certifications have been completed, and the funding authorized. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed".

24. To assign a Local Public Agency Coordinator and a Resident Engineer to act as the DEPARTMENT's representatives to monitor the TOWN's compliance with applicable Federal and State requirements.

25. To review and approve, when appropriate, addenda, supplementals, and change orders to the construction contract of the PROJECT to ensure compliance with the terms of this Agreement within five (5) working days. Failure to respond within five (5) working days shall constitute approval. Approval of said addenda, supplementals, and change orders does not alter the maximum reimbursement to the TOWN as established in ARTICLE I, Paragraph 3, minus any DEPARTMENT eligible PROJECT costs. The estimated DEPARTMENT PROJECT costs are shown in Article III, Paragraph 5.

26. To review the TOWN's as-built plans and to attend the TOWN's final inspection of the PROJECT.

27. To reimburse the TOWN upon receipt of an invoice for ninety-five percent (95%) of eligible PROJECT costs based on supporting documentation minus any DEPARTMENT eligible PROJECT costs. Total reimbursement shall not exceed Three Hundred Twenty-Nine Thousand and No/100 Dollars (\$329,000.00) minus any DEPARTMENT eligible PROJECT costs exceeding Thirty-Two Thousand and No/100 Dollars (\$32,000.00). The estimated DEPARTMENT PROJECT costs are shown in Article III, Paragraph 5. Eligible PROJECT costs

6-10 a are those costs as defined in the applicable Federal Office of Management and Budget (OMB) Circulars, including but not limited to those listed on Attachment B, attached hereto and incorporated herein, and the State Administrative Manual (SAM), incorporated herein by reference. The SAM may be obtained from <u>http://budget.nv.gov/MainDocuments/</u>.

28. To maintain the improvements consisting of crosswalk striping on US 395 constructed as part of the PROJECT upon completion and the DEPARTMENT's final written acceptance of the PROJECT.

29. To transfer to the TOWN maintenance responsibility including utility costs for the improvements consisting of curb, gutter, sidewalk, ADA Ramps and PED flashers as listed in Attachment A constructed as part of the PROJECT upon completion and the DEPARTMENT's final written acceptance of the PROJECT.

ARTICLE II - TOWN AGREES:

To perform or have performed by consultant forces: (a) the design of the 1. PROJECT (including the development of plans, specifications, and estimates); (b) the completion of the NEPA documentation in conformance with 23 CFR Part 771; (c) the acquisition of environmental permits and clearances; (d) coordinate utility relocations; and (e) the advertisement, award and construction management of the PROJECT, as outlined in Attachment A, in accordance with Federal, State, and local laws, regulations, ordinances, and policies, including but not limited to those listed in the FHWA "Contract Administration Core Curriculum Participant's Manual and Reference Guide" at http://www.fhwa.dot.gov/programadmin/contracts/coretoc.cfm, incorporated herein by reference. The PROJECT shall be designed and constructed in accordance with DEPARTMENT standards. The PROJECT shall be operated and maintained in accordance with applicable Federal, State, and local laws, regulations, ordinances, and policies.

2. To require those utility companies having franchise agreements with the TOWN, when permitted under the terms of the franchise agreement, to relocate their facilities if necessary or otherwise accommodate the PROJECT at no cost to the PROJECT, DEPARTMENT or the TOWN.

3. To ensure that any utility relocations are in compliance with ADA requirements.

4. To invite the DEPARTMENT to PROJECT meetings, including but not limited to field reviews, right-of-way settings, review meetings, and the pre-construction conference.

5. To hold a right-of-way setting meeting at the sixty percent (60%) design phase wherein the TOWN shall provide plans showing limits of existing right-of-way and easements and any necessary right-of-way for the PROJECT, i.e., Fee Acquisitions, Permanent and Temporary Easements, and Permission to Construct limits.

6. To obtain approval of the "Resolution Consenting to Relinquishment and Land Transfer Agreement" from the TOWN's governing body.

7. To accept the right-of-way acquired by the DEPARTMENT for the PROJECT and any maintenance responsibility associated therewith.

8. To submit to the DEPARTMENT for review and approval preliminary plans at

sixty percent (60%), ninety percent (90%), and one hundred percent (100%) design phases. The ninety percent (90%) and one hundred percent (100%) submittals shall include the PROJECT specifications, cost estimate, and bid documents, which must include the provisions listed in Attachment C "Required Documents in Bid Packets of Projects," attached hereto and incorporated herein.

9. To obtain an occupancy permit from the DEPARTMENT, at no cost to the TOWN, allowing the TOWN to occupy the DEPARTMENT's right-of-way for the purpose of constructing and maintaining the PROJECT prior to advertising the PROJECT.

10. To follow the terms and conditions of the occupancy permit issued by the DEPARTMENT so long as the terms and conditions are consistent with the terms and conditions contained herein and to incorporate those terms and conditions into the contract bid documents. In the event of any inconsistencies and/or conflict in the terms and conditions, this Agreement shall take precedence.

11. To obtain the DEPARTMENT's approval for all exceptions to DEPARTMENT and AASHTO design standards.

12. To provide the DEPARTMENT a written certification, accompanied by supporting documentation, evidencing that: (a) the proposed improvements will be constructed on property owned or authorized to be used by the TOWN; (b) any utility relocations and /or adjustments were completed in accordance with federal and state regulations. The TOWN shall submit the certification to the DEPARTMENT concurrent with its provision of the ninety percent (90%) submittal.

13. To proceed with the PROJECT advertisement only after receiving a written "Notice to Proceed" from the DEPARTMENT.

14. To submit to the DEPARTMENT three (3) final sets of plans, specifications, estimates, and bid documents for the DEPARTMENT's use.

15. To perform the contract administration of the construction contract by providing appropriate personnel to: (a) observe, review, inspect, and perform materials testing; (b) be in responsible charge of the construction; (c) be capable of answering any question that may arise in relation to the contract plan and specifications during construction; (d) be responsible for ensuring that all applicable NEPA environmental permits and clearances requirements for monitoring and mitigation during construction of the PROJECT are being met; and (e) to report to the DEPARTMENT's Resident Engineer on administration of the contract, compliance with Federal requirements, and the contractor's acceptable fulfillment of the contract.

16. To submit to the DEPARTMENT for review and approval any addenda, supplementals and change orders and to obtain written DEPARTMENT approval for any addenda, supplementals, and change orders prior to incorporating them into the PROJECT.

17. To allow the DEPARTMENT and its designated representatives to monitor all work associated with the PROJECT during construction.

18. To incorporate all required DBE goals and/or training hours into the contract for the PROJECT as well as all applicable Federal and State required provisions and terms regarding the DBE goals.

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19. To submit to the DEPARTMENT the DBE information submitted by bidders on the PROJECT to show their compliance with 49 CFR Part 26 and to provide any supporting documentation required to clarify the DBE information provided for review by the DEPARTMENT prior to making a determination of the lowest responsive and responsible bidder.

20. To monitor the consultant and/or contractor on the PROJECT to ensure that DBE goals are being met in accordance with all applicable Federal and State laws, including but not limited to 49 CFR Part 26, and to make available to the DEPARTMENT all necessary documents to support compliance with the DBE standards.

21. To perform PROJECT documentation and quality control during contract administration according to the TOWN's established procedures, as approved by the DEPARTMENT. If the TOWN does not have DEPARTMENT approved procedures, it must then follow the procedures contained in the DEPARTMENT's "Documentation Manual" and "Construction Manual," incorporated herein by reference. The manuals may be obtained from the DEPARTMENT's Administrative Services Division.

22. To provide to the DEPARTMENT all reporting and project documentation, as necessary for financial management, required by applicable Federal requirements and any future Federal reporting requirements and to comply with the Federal Funding Accountability and Transparency Act and implementing regulations at 2 CFR Part 170, including Appendix A available at <u>http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf</u>.

As work progresses on the PROJECT, the TOWN shall provide the 23. DEPARTMENT with monthly invoices for payment of the PROJECT costs. The final invoice must be submitted within 90 calendar days of completion of the PROJECT. The invoice shall be based upon and accompanied by auditable supporting documentation. Total reimbursement shall not exceed Three Hundred Thirty-Three Thousand Five Hundred Sixty-One and No/100 Dollars (\$329,000.00) minus any DEPARTMENT eligible PROJECT costs exceeding Thirty-Two Thousand and No/100 Dollars (\$32,000.00). Invoices for the preliminary engineering and rightof-way phases shall be forwarded to the DEPARTMENT's Local Public Agency Coordinator for payment processing. Invoices for the construction phase including the final invoice shall be forwarded to the DEPARTMENT's Resident Engineer for review. The DEPARTMENT's Resident Engineer shall forward the invoice to the DEPARTMENT's Local Public Agency Coordinator for payment processing. Eligible PROJECT costs are those costs as defined in the applicable Federal OMB Circulars, including but not limited to those listed on Attachment B attached hereto and incorporated herein, and the SAM.

24. To be responsible for the five percent (5%) match of Federal funds in an amount not to exceed Seventeen Thousand Three Hundred Sixteen and No/100 Dollars (\$17,316.00) and for one hundred percent (100%) of all costs exceeding the obligated Federal and State funds subject to the TOWN's budgeted appropriations and the allocation of sufficient funds by the governing body of the TOWN. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any costs exceeding the obligated Federal and State funds.

25. To accept maintenance responsibilities for the improvements consisting of curb, gutter, sidewalk, ADA Ramps and PED flashers as listed on Attachment A constructed as part of the PROJECT upon its completion and the DEPARTMENT's final written acceptance of the PROJECT. The level of maintenance effort shall be commensurate with the TOWN's overall

maintenance budget allocated by the TOWN's governing body.

26. To complete and sign Attachment D – "Affidavit Required Under Section 112(c) of Title 23 United States Code, Act of August 27, 1958 and Part 29 of Title 49, Code of Federal Regulations, November 17, 1987" and Attachment E – "Certification Required by Section 1352 of Title 31, United States Code, Restrictions of Lobbying Using Appropriated Federal Funds," "Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities," and "Disclosure of Lobbying Activities" attached hereto and incorporated herein.

ARTICLE III - IT IS MUTUALLY AGREED:

1. The term of this Agreement shall be from the date first written above through and including December 31, 2017, or until the construction of all improvements contemplated herein has been completed and accepted by the DEPARTMENT, whichever occurs first, save and except the responsibility for maintenance as specified herein.

2. Costs associated with this Agreement will be administered in accordance with the cost principles contained in 2 CFR Part 225 and other guidance including but not limited to those listed in Attachment B. Indirect costs are not eligible for reimbursement unless the TOWN's indirect rate is approved by the cognizant federal agency and that approval is provided to the DEPARTMENT. Fringe benefit rates must be approved by the DEPARTMENT on an annual basis to be eligible for reimbursement.

3. The description of the PROJECT may be changed in accordance with Federal requirements and by mutual written consent of the parties.

4. Each party agrees to complete a joint final inspection prior to final acceptance of the work by the DEPARTMENT.

5. The following is a summary of total estimated PROJECT costs and available funds:

Total estimated PROJECT costs:

DEPARTMENT Preliminary Engineering Costs: TOWN Preliminary Engineering Costs: DEPARTMENT Right-of-Way Costs: DEPARTMENT Construction Engineering Costs: TOWN Construction Engineering Costs: TOWN Construction Costs:	\$5,000.00 \$40,860.00 \$32,000.00 \$5,000.00 \$32,066.00 \$263,390.00
Total estimated PROJECT costs:	\$ 378,316.00
Available Funding Sources:	
Federal TAP Funds: State Funds: TOWN Match Funds:	\$ 329,000.00 \$ 32,000.00 \$ 17,316.00
Total PROJECT Funding:	\$ 378,316.00

6. The TOWN may not incur any reimbursable PROJECT COSTS until this Agreement is executed by both parties, and the DEPARTMENT has issued a written "Notice to Proceed."

7. The total PROJECT costs shall be determined by adding the total direct costs incurred by the DEPARTMENT and the TOWN for preliminary engineering, completing the NEPA process and acquiring environmental permits and clearances, right-of-way engineering, right-of-way acquisition, the relocation of utilities, construction engineering, and construction costs. The TOWN match will be calculated using the applicable percentage of the total PROJECT costs eligible for Federal funding. Subject to budgeted appropriations and the allocation of sufficient funds by the governing body of the TOWN prior to entering into this Agreement, the TOWN is responsible for one hundred percent (100%) of all costs not eligible for Federal funding. The TOWN agrees the DEPARTMENT and the State of Nevada are not responsible for any of those costs. Eligible PROJECT costs are those costs as defined in the applicable Federal OMB Circulars, including but not limited to those listed on Attachment B.

8. An alteration requested by either party which substantially changes the services provided for by the expressed intent of this Agreement shall be considered extra work and shall be specified in a written amendment which will set forth the nature and scope thereof. The method of payment for extra work shall be specified at the time the amendment is written.

9. The TOWN's total estimated PROJECT costs may not be an accurate reflection of the final cost. The final costs may vary widely depending on the Contractor's bid prices. The parties acknowledge and agree that the total estimated PROJECT costs set forth herein are only estimates and that in no event shall the DEPARTMENT or federal funding portion exceed the total obligated amount, as established in Article I, Paragraph 3.

10. Plans, specifications, and estimates shall be reviewed by the DEPARTMENT for conformity with the Agreement terms. The TOWN acknowledges that review by the DEPARTMENT does not include detailed review or checking of major components and related details or the accuracy and sufficiency of such deliverables.

11. This Agreement may be terminated by mutual consent of both parties without cause. The parties expressly agree that this Agreement shall be terminated upon written notification if for any reason Federal and/or State and/or TOWN funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

12. Should this Agreement be terminated by the TOWN for any reason prior to the completion of the PROJECT, or the Agreement is terminated by the DEPARTMENT due to the TOWN's failure to perform, the TOWN shall reimburse the DEPARTMENT for any payments made to the TOWN and any PROJECT COSTS incurred by the DEPARTMENT.

13. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT:

Rudy Malfabon, P.E., Director Attn: Tonia R. Andree, P.E. Local Public Agency Coordinator Nevada Department of Transportation Roadway Design 1263 South Stewart Street Carson City, Nevada 89712 Phone: (775) 888-7988 Fax: (775) 888-7401 E - mail address: tandree@dot.state.nv.us

FOR TOWN:

Thomas Dallaire, P.E. Town Manager Town of Gardnerville 1407 Highway 395 N. Gardnerville, NV 89423 Phone: (775) 782-7134 Fax: (775) 782-7135 E -mail: tdallaire@douglasnv.us

14. Up to the limitation of law, including, but not limited to, NRS Chapter 41 liability limitations, each party shall be responsible for all liability, claims, actions, damages, losses, and expenses, caused by the negligence, errors, omissions, recklessness or intentional misconduct of its own officers and employees.

15. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT or TOWN breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

16. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

17. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist, and the unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

18. Failure to declare a breach or the actual waiver of any particular breach of the Agreement and or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

19. Except as otherwise expressly provided herein, all property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

20. It is specifically agreed between the parties executing this Agreement that it is

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not intended by any of the provisions of any part of this Agreement to create any rights in any person or entity, public or private, a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit pursuant to the terms or provisions of this Agreement.

21. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and to present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

22. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is and shall be a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

23. In connection with the performance of work under this Agreement, the parties agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, pregnancy, sexual orientation, genetic information (GINA) or gender identity or expression, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including without limitation apprenticeship. The parties further agree to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

24. Pursuant to all applicable laws including but not limited to the Civil Rights Act of 1964, the Federal Highway Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Executive Order 12898 (Environmental Justice), and Executive Order 13166 (Limited English Proficiency), the parties shall ensure that no person shall on the grounds of race, color, national origin, sex, age, and handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally-funded or not.

25. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

26. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

27. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

28. Each party shall keep confidential all information, in whatever form, produced,

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prepared, observed or received by that party to the extent that such information is confidential by law.

29. All references herein to federal and state code, law, statutes, regulations and circulars are to them, as amended.

30. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

31. This Agreement constitutes the entire agreement of the parties and as such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

TOWN OF GARDNERVILLE Lloyd Higuera Chairman

Attest:

Thomas Dallaire, P.E. Town Manager

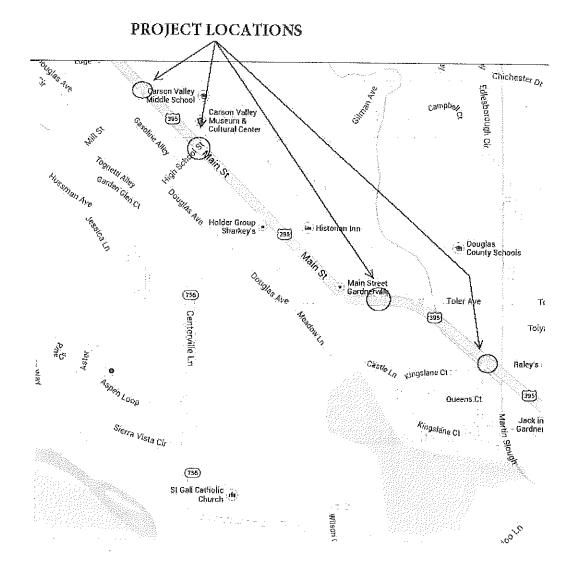
State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION MAIDIA Director Approved as to Legality & Form: Deputy/Attorney General

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Attachment A

SCOPE OF WORK GARDNERVILLE CROSSWALK IMPROVEMENTS

The project consists of constructing curb, gutter, sidewalk, ADA ramps, and PED flashers at crosswalk locations. The limits of the Project are at the intersections of US-395 and Mill St., Highschool St., Mission St., and Kings Ln., in Gardnerville, NV as depicted on the attached drawings.



Gardnerville Town Board

AGENDA ACTION SHEET



- 1. <u>Not For Possible Action</u>: Discussion on the Town Attorney's Monthly Report of activities for November 2018.
- 2. Recommended Motion: N/A Funds Available: □ Yes □ N/A
- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018 Time Requested: 5 minutes
- 6. Agenda: Consent Z Administrative

Background Information: To be presented at meeting.

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:
- □ Approved
 □ Denied
 □ Denied
 □ Continued

Gardnerville Town Board



Time Requested: 5 minutes

AGENDA ACTION SHEET

- 1. <u>Not For Possible Action</u>: Discussion on the Town Manager Monthly Report of activities for November 2018.
- 2. Recommended Motion: No action required. Funds Available: □ Yes □ N/A
- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018
- 6. Agenda: Consent Z Administrative

Background Information: See attached.

- 7. Other Agency Review of Action: Douglas County
- 8. Board Action:
- □ Approved □ Approved with Modifications □ Denied □ Continued



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

Town Manager Monthly Report - December 2018 Board Meeting

- A. Gardnerville Station (former Eagle Gas): working on the artwork and pictures to install prior to the grand opening. The tile work will start next week. The galls door is still on back order. The tables should be here Monday. The light guys will be here Monday for the outside lights. The restroom keys and schedule are connected and ready for use. The artwork for the doors is being drawn and will not be installed prior to the grand opening. I need time to work on the SIP.
- **B. 395 Crosswalks:** NDOT crosswalks were staked by Lumos at NDOT request for assisting in the discussions with the property owners on the easements needed and what is being installed.
- **C. Kingslane Sidewalk Project:** The amendment is on the board agenda. Lumos is working on the revisions.
- **D. Heritage Park and Ezell Right-of-way:** No new development. This is a complicated matter and I have not made it a priority to work on the issue with all that is going on right now.
- E. 395 Sidewalk @ the French: Need to make time to work on this project.
- **F. Plan for Prosperity Update:** Bruce provided a final draft document and continues to work on the scope change with Minden not approving to work with Bruce on the Design Guidelines. We are waiting on the final billing and his scope and should have that for the board's consideration next month. The final plan goes to the BOCC on December 6th.

G. Office Items:

- 1 Attended a Breakfast meeting with the county.
- 2 Carson Valley Signs finished the signs and the guys need to get them installed.
- 3 Met with the developer about a large mixed use project adjacent to Walmart. I have spent some time providing and guiding him in our process and what the needs are and what we are looking for in a new project in town. I am excited about the proposal and can't wait to see his concept on paper.
- 4 Watching the pond digging operation behind The Ranch not much more progress has been made since last meeting.
- 5 Gardnerville Christmas Kickoff. Thank you to the board, staff and Main Street for all their efforts in making this event another Great One. PyroGuys were great and I have heard good reports on the show.

Gardnerville Town Board AGENDA ACTION SHEET



- 1. <u>Not For Possible Action</u>: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville, Community Foundation of Douglas County.
- 2. Recommended Motion: N/A

Funds Available: 🗆 Yes 🛛 🖾 N/A

- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018 Time Requested: 10 minutes
- 6. Agenda: Consent Z Administrative

Background Information: To be presented at meeting.

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action: Board members report on the meetings they have attended.
- □ Approved □ Denied
- Approved with Modifications
 Continued

Gardnerville Town Board

AGENDA ACTION SHEET



- 1. <u>For Possible Action</u>: Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2019.
 - a. Election of Gardnerville Town Board Chairman for the 2019 calendar year; with public comment prior to Board action.
 - b. Election of Gardnerville Town Board Vice-Chairman for the 2019 calendar year; with public comment prior to Board action.
- 2. Recommended Motion: Per board discussion and nomination.

Funds Available: 🗆 Yes 🛛 🖻 N/A

- 3. Department: Administration
- 4. Prepared by: Tom Dallaire
- 5. Meeting Date: December 4, 2018 Time Requested: 10 minutes
- 6. Agenda: Consent Z Administrative

Background Information:

- 7. Other Agency Review of Action: Douglas County V/A
- 8. Board Action:
- □ Approved
- **Approved with Modifications**
- □ Denied
- └ Continued