

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, January 16, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:04 p.m. Thursday, January 16, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Marty Breitmeyer (arrived at 6:08 p.m., left at 8:57 p.m.), Donald Otto, Greg Dennis, Jim Currivan, and Larry Johnson. Also present were Shawn Kelly, Operations Manager; Vickie DiMambro, Assistant to the Secretary/Bookkeeper (left at 6:50 p.m.); and Cathy Glatthar, Assistant to the Board. Louie Test, Legal Counsel was available by phone, but was not called.

2. **Public Comment:**

Susan Ambrose stated she was concerned about Trustee Breitmeyer's attendance, and read her statement into the record (see attached). She said Trustee Breitmeyer was absent from seven regular monthly meetings and two special meetings in 2019. She said Trustee Breitmeyer was appointed to fill a vacancy and therefore was not an elected Trustee. She said it's apparent the GID has no attendance policy. She said she thought Trustee Breitmeyer's position on the Board should be re-evaluated.

Ms. Ambrose read a statement into the record (see attached) regarding the election of officers being held this evening. She opined that the Board should consider new leadership since Trustee Johnson has been President for the past seven consecutive years. She opined that new leadership and new perspectives are vital to any organization. She said a five-member Board was elected by the public, and change is not necessarily a bad thing.

Larry Chesney stated he had an issue with the notice of public comment on the agenda. He said NRS [Nevada Revised Statute] 241 states general public comment at the beginning of the meeting is for items on and off the agenda. He said he did not know who decided to change the wording or who made that decision, but if that wording is not corrected, he would file a complaint with the State Attorney General's Office.

Trustee Johnson said that matter would be reviewed and if that is how the NRS reads then we will change our public comment policy.

Marshall Todd volunteered his services if a vacancy occurs on the Board.

Pam Roberts stated she has spent a lot of time reviewing the minutes from the last meeting and has been doing some research. She said requests have been made to Cathy [Glatthar] for some information such as bylaws. She said the NRS states that when the GID Board was initially formed the Board of County Commissioners (BCC) was supposed to create certain policies and procedures and management policies. She said it seemed to her that there should be some policies that were established by the BCC and this Board should have access to those policies. She said if this Board had policies and procedures and bylaws, she thought the Board would have a method and a methodology of creating operations and plans that perhaps would alleviate some of the complaints that this Board has received regarding, "when is my road going to get done,"

“why was that road done before mine;” some of those types of complaints you’ve received. She said if you actually had policies and procedures and had a projected ... this is what we’re going to do next month and this is what we’re going to do the whole next year. She said then people would know ... okay I know they’re not doing my road this month, but they’re going to get to it next month. She said if the GID had a list of those things and had a policy that they were following instead of kind of winging it, and sometimes winging it works, but as this valley grows and people pay more attention to things, she said she didn’t think that approach works.

Kim Patterson said she had two comments:

1. “The first one is regarding Mr. Johnson. Unfortunately he made inappropriate comments at the last meeting after I had brought up the fact that certain roads have not been repaired or maintained for over 18 months. He stated that I made this comment simply because I had, quote, an axe to grind because I sued him over the illegal roundup and slaughter of over 400 horses. This was a personal issue between Mr. Johnson and myself; it had nothing to do with the GID. The fact that he brought this up in a meeting is uncalled for and out of line. I actually made the comment about the roads because it’s a fact.”
2. “Again, with Susan Ambrose, I would ask the Board to consider electing a different President. I think it’s time for a change. Mr. Johnson has misled homeowners with inaccurate and false statements. He cannot work with other Board members. Many of his actions are self-serving and he has created a toxic environment.”

Thomas Baker opined that we needed a new President; that anyone responsible for the slaughter of over 400 wild horses for the benefit of a foreign sovereign nation has a serious conflict of interest and has no business being President of this GID.

Tricia Johnson addressed Mr. Baker and said he was not accurate in what he was stating about the horses. She said there was a letter and all legalities were handled through BLM, Department of Ag, and so forth and so on.

Mr. Baker interjected there were no notifications ...

Ms. Johnson said she did not interrupt Mr. Baker and continued and said those gathers were done according to BLM and so forth and so on. She said you may not have been notified, but that had nothing to do with Mr. Johnson.

Mr. Baker said there’s an agreement with the Tribe, in writing, that they are allowed on one side of Whiskey Springs; this was done all over the whole valley on private property over several days. He said this was not done in any way shape or form that was to comply with that agreement. He opined that there were ulterior motives for what was done here; maybe because they wanted to put sheep back on the Tribe’s land.

Shawn Kelly said he’d been here through this, and they started a draft of a letter that never once got sent out. He said the letter never got approved; it was in the works, but never went out. He said the Tribe came and did the roundup and the GID had nothing to do with it.

Gretchen Miller said she was at those meetings and vividly recalled that Trustee Johnson had indicated that he had contacted the Tribe a couple of times on the horse roundup. She said you’re discussing a letter, and it’s possible the letter was never sent, but she said she knew there were communications with the Tribe.

Trustee Johnson said he had stated he had one contact eight months earlier at a Washoe County Lands Bill meeting.

Raymond Joseph stated he's lived here for more than 36 years, and spent a full term on the GID Board. He said the roads back then were nearly impassible, especially in the wintertime. He said in the last 10 years he thought our roads were excellent; we live nine miles off the highway, and we've never had better roads.

Janet Joseph said she concurred with what her husband said; the roads are absolutely wonderful compared to what they were in the past. She said we had gravel roads, and now we have Ironwood that's black top. She said Wilcox Ranch Road is absolutely fabulous compared to what we had earlier and they have lived here 36 years. She said the roads are wonderful, and she felt that Mr. Johnson was the one who had contributed to the betterment of our roads in this valley.

Ronald Chako said when it comes to horses ... in fact they have wild horses on their property that they love and adore, and sometimes there are large numbers of horses. He said he was raised in Los Angeles County and every Wednesday they had "Irish Sweepstake;" which is horse meat and it's good tasting.

Trustee Johnson read into the record a statement from John Patterson (see attached) regarding approval versus discussion of surfacing with aggregate sections of Wilcox Ranch and Quaking Aspen Roads.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

3. Election of Officers:

Trustee Otto stated he also wished to address Trustee Breitmeyer's attendance. He said the amount of attendance Trustee Breitmeyer has been able to provide is unacceptable. He said we don't have an attendance policy. He addressed Trustee Breitmeyer and said he hoped Trustee Breitmeyer would let somebody else who can attend the meetings, take his position. He said we should take this opportunity to nominate Marshall Todd since Mr. Todd said he'd be willing to step up and take the position.

Cathy Glatthar spoke up and said that is not the process.

Trustee Johnson said the Board does not have a written policy for attendance. He said he would suggest putting the "Formation of an Attendance Policy" on next month's agenda.

Trustee Otto said that doesn't cover the problem that he sees we have right now.

Trustee Johnson said it is not on the agenda and cannot be addressed.

Trustee Otto said we're talking about elections, aren't we?

Cathy Glatthar said it is election of officers only.

Trustee Currihan said Trustee Breitmeyer was being blindsided because he was a few minutes late. He addressed Trustee Breitmeyer and said an audience member brought up Trustee Breitmeyer's attendance record and another audience member offered to take Trustee Breitmeyer's place. He said he didn't think people understood the value Trustee Breitmeyer adds to this Board when it comes to heavy equipment, which is a major expense to the GID.

Trustee Breitmeyer said just because he wasn't sitting here at a couple of meetings, didn't mean he hadn't spent an extreme amount of time on business for this Board and this valley.

Susan Ambrose reiterated that Trustee Breitmeyer missed seven out of twelve meetings and some special meetings that were held. She said the problem comes when it comes to voting on action items, and when Trustee Breitmeyer is not present, they are missing his input. She said she appreciates that Trustee Breitmeyer puts in time outside of meetings, but a lot of things are discussed in the meetings, especially during the road reports segment.

Trustee Johnson reiterated an attendance policy will have to be placed on an agenda before it can be discussed.

Trustee Otto asked isn't this the time, in January, to make those changes?

Trustee Johnson reiterated it is not on the agenda and cannot be discussed.

Cathy Glatthar stated there was a handout that showed the current list of officers, as follows:

President	Larry Johnson
Vice President	Greg Dennis
Secretary	Don Otto
Treasurer	Jim Currivan
Trustee	Marty Breitmeyer

Trustee Otto nominated Trustee Dennis as President.

Trustee Dennis seconded the nomination.

Larry Chesney said as this valley continues to populate the pressure on our roads is going to increase. He said he felt we needed a change in the presidential and leadership position of this Board to take us into the new decade.

Trustee Otto said he also thought it was a good idea for a change to get fresh opinions and ideas; try something new.

Trustee Dennis said first, he didn't want to take away anything that he and Trustee Johnson had worked on together because Trustee Johnson does put his heart and soul into making this work. He said Trustee Johnson does have a way of sometimes annoying people, but that's his disposition and we're not going to change Trustee Johnson anymore than you're going to change himself or anybody else. He said we are all trying to do one thing in this valley, and here's where we need to all pull together, because this valley is going to be under a lot of pressure for development and other things. He said what has to happen with the leadership is that we're working towards getting our area plan done, and the GID working with the County Commission to get the things we need so we can function better. He said we can't even function within the special plan area because there are no rules; they took away the Homeowners' Association and given money back. He said we're at odds with a lot of people and we don't want to be at odds with ourselves; even if we have disagreements about horses or other things. He said if you want to see major change, watch out when somebody disturbs this place enough where our leadership does not work, then they can take over. He said an unincorporated town is a whole other mechanism for creating dissention.

Trustee Otto said in the five years he has lived out here, there have been a lot of improvements that Trustee Johnson has done. He said Trustee Johnson has been on the Board since 2011 and in that time Jim [Hicks] was Operations Manager and now Shawn [Kelly] is the Operations Manager. He said during that time Trustee Johnson allowed Jim Hicks to get by with years of scraping dirt off the roads, making them lower, shoving it off into the ditches, and didn't make a change on that. He said he heard Trustee Johnson tell Jim Hicks not to do that; not to leave windrows and Jim did it anyway. He said that is a major problem we have out here; dirt being taken off the road and not being put on. He said the cutouts haven't been done correctly and therefore they didn't function properly, especially in 2017. He said there have been some decisions on the Wilcox project this summer that he voiced his opinion about many times; that he wasn't happy with the way it was handled and the way the contract was enforced. He said those were some of the decision making that he thought was incorrect. He said he wanted somebody new to come in and force complaints that people make repeatedly about washboards for instance and raising the roads back up; it's not happening. He said he suggested we hire another person on as part-time to keep that grader going. He said this last month in the operations report, we had 30-some hours that the grader was ran; he knew that the crew took Christmas off, so we can't expect them to be operating then, but still, graders hours were not at what he thought they should be. He said he thought the grader hours should be at 75-to-80% of the 160 hours available in a month.

Trustee Dennis said one of the items he looked at, and he realized this is a different agenda item, but he was asked to come back with comments with regards to levels 1, 2, and 3 and seasonal roads, and how we're maintaining and doing our [road] improvement programs. He said one of the things you have to look at is there's a balance - whether or not we're just going to do only maintenance and blade roads or whether we're so short on cash we have to use our crews ... he said he just wanted to clear that up.

Trustee Johnson called for a vote on the nomination of Trustee Dennis to be President. The nomination failed with Trustees Otto and Dennis in favor and Trustees Currivan, Breitmeyer, and Johnson opposed.

Trustee Currivan made a motion to retain the current officers. Trustee Dennis seconded the motion. The motion passed with Trustees Currivan, Dennis, Breitmeyer, and Johnson in favor, and Trustee Otto opposed.

4. Approval of Minutes – December 19, 2019:

Trustee Dennis asked to have two changes made, as follows:

Page 2, from: "In answer to questions raised, Cathy Glatthar stated a total of 5,264.6 tons of material at \$4 per ton was placed on Wilcox Ranch Road and Quaking Aspen Road." to: "In answer to questions raised, Cathy Glatthar stated a total of 5,264.6 tons of material at \$4 per ton (material costs only) was placed on Wilcox Ranch Road and Quaking Aspen Road."

Page 9, from: "Trustee Dennis said and we can't do it." to: "Trustee Dennis said and we can't change the nature of seasonal roads."

Trustee Dennis made a motion to approve the minutes as amended. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

5. Payment of Bills and Other Financial Matters:

- a. Transaction Report and Payment of Bills:** Vickie DiMambro reviewed the transaction report (see attached). She stated the balance of cash in all accounts after the bills were paid was \$301,493.37. She reported total income received was \$37,354.99: Ad Valorem \$77.09 and Consolidated Tax (CTX) \$37,277.90. She explained LGTA/Fair Share had not been received yet because this is an early meeting. She said there wasn't anything unusual partly because it was a short month with the holidays. Trustee Johnson verified with Shawn Kelly that the tonnage and price was correct for the cold patch from Granite Construction.

Trustee Otto made a motion to pay the bills. Trustee Breitmeyer seconded the motion, and hearing no opposition, the motion passed.

- b. Other Financial Reports:** Cathy Glatthar referred to the Estimated Funds for Road Improvements report (see attached). She reviewed the estimated operating funds through August 31st and the holdback and reserve amounts, and reported estimated Net Operating Funds for Road Improvements of \$261,406.

- c. Insurance Renewal - Vehicle Physical Damage Coverage:** Cathy Glatthar explained this is the time of the year when we apply for renewal of our liability insurance with the [Nevada Public Agency Insurance] Pool (also known as the POOL/PACT). She said this is all the liability insurance coverage, and the Workers' Compensation insurance is a separate policy. She stated that Shawn Kelly suggested she look at the physical damage coverage for the licensed vehicles. She referred to a chart (see attached) listing 13 vehicles and stated the insurance payout would be 75% of the cost new less the \$1,000 deductible. She suggested not having property damage coverage on any vehicle with an insurance payout of zero (vehicles 1, 5, and 11).

Trustee Dennis recommended that any vehicle with a return of less than \$10,000, if loss occurs, not have physical damage coverage. Trustee Breitmeyer wanted to know the actual cost of the physical damage coverage? Cathy stated the insurance agent said it was between \$300 and \$400 a year. Shawn pointed out the street sweeper was not licensed and should be removed from the vehicles list. After some further discussion, Cathy agreed to get the breakdown on the physical damage coverage cost per vehicle and bring this item back next month.

6. Road Maintenance Reports:

- a. State of the District Report:** Trustee Johnson said much of this goes back to statements prior Trustee Ray Joseph made earlier tonight. He said Trustee Joseph stated in his 36 years here, these roads are in the best condition they have ever been. Trustee Johnson said that is something this Board should be very proud of. He said Ironwood Road was in dirt nine years ago and now has a Cape seal for all five miles; Whiskey Springs Road, was in dirt for the first two miles and broken asphalt for the remainder of it, is now Cape sealed it's length all the way to Right Hand Canyon.

Trustee Johnson said Trustee Otto made the comment that our roads have been and were being graded in a lowered position with excess material placed in windrows off to the side. He said Trustee Otto also made a false statement when he said Trustee Johnson allowed that to occur. He explained that he continually pushed former Operations Manager, Jim Hicks, to pull material from the side of the road to raise it.

He explained when Mr. Hicks did not do as directed, Trustee Johnson was the bad guy and forced the personnel sessions with this Board that resulted in Mr. Hicks quitting. He stated prior to that time, there were Board members who supported Mr. Hicks and his grading and opposed Trustee Johnson. He stated he got rid of Mr. Hicks as soon as he had the ability to do so.

Trustee Johnson stated since then, we have improved a number of roads. He said we have improved Range Land Road by building large drainage swales on the sides and taking the excess material present and building the road up. He said after that they surfaced the road with aggregate base.

He stated during the 2017 flood, much of the roadway system was in disrepair. He said we have systematically made flood damage repairs. He said we have flushed every culvert in the system for the first time in at least a decade. He said we purchased a Vactor truck to speed up that operation, and have done our very best to clean and maintain every culvert in the system; all 100 plus. He said we have identified areas of poor drainage and have corrected them. He said when he moved out here 28 years ago, there were six separate areas on Ironwood Road and Wilcox Ranch Road, that with every moderate storm, flooded at least half the roadway with a large pond. He said we have remediated that through culverts systems, through drainage systems, through regrading, through raising roads; a whole series of measures that have been directed by this Board, and there is not a single area of ponding water now on any of those roads.

Trustee Johnson continued and said Wild Horse Road had a river running down it; made it practically impassable. He said we built roadside swales, raised the road, culverted that water underneath the road, and you're not going to have those problems again.

He explained Grass Valley Road west, people parked their cars and walked home last year. He stated we built roadside swales, sloped to drain, raised the roadway, and put aggregate base on unstable areas; a tremendous improvement.

He stated we have placed Cape seal on approximately 13 miles of roadway; it's a poor-man's pavement and has no structural integrity. He said we are poor to the point where we spend money, first of all, to make every road serviceable; that's first priority. He said second priority, we get the major travelled roads with the highest level of maintenance. He said then we try to service all maintenance requests; we've developed a website, we've developed a communication system to where anybody can email us at anytime and make a request, and Shawn makes regular surveys throughout the valley to determine which roads needs work. He said we established a Road Committee that has always included himself and the Operations Manager; Trustee Otto was invited to sit on the committee until Trustee Otto informed them he was being employed and could no longer make those meetings. He said they then asked Trustee Dennis to sit on the committee, but he hasn't seen Trustee Dennis at those meetings in many months.

In response to Trustee Otto's question as to why Trustee Dennis has not been attending the Road Committee meetings, Trustee Dennis said there's no point, because when he goes to those meetings ... and now with Shawn learning the system; Shawn's been trained well and Shawn's got less of a need for supervision.

Trustee Johnson stated at this point, he is not supervising Shawn. He said they discuss and reach consensus.

Trustee Otto said Trustee Dennis told him he didn't attend the Road Committee meetings because it was useless. He said that was kind of the way he felt about attending those meetings, too.

Trustee Johnson explained his level of expertise in earthwork, in paving, in construction materials, both design, construction, and maintenance, outweighs anybody who's ever sat on this Board.

Trustee Otto said so there's no use listening to anybody else, huh? He asked is that the way it is?

Trustee Johnson said that was an incredibly ignorant statement.

Trustee Dennis addressed Trustee Johnson and stated Trustee Johnson could be above this.

Trustee Johnson said he could, but he didn't sit here as a punching bag either.

Trustee Otto said when we aren't a rubber stamp for Trustee Johnson, Trustee Johnson gets very mad.

Trustee Johnson said he does not.

Trustee Dennis said let's not ... we cannot create divisiveness; if we create divisiveness, this whole valley is going to go down the tubes. He said let's think about where we want to go and what we want to do in the future.

Trustee Johnson said he did not believe he had entered into any project without Board approval. He said every fall we make a list of winterizing projects; segments of roadways we want to improve before winter storms hit. He said this year we did Crossover, Chantry Flats, Wilcox Ranch, Quaking Aspen, the Wilcox hill. He asked if there was a Board member here who remotely thought those were done without full approval of the Board?

Trustee Otto said he voted no on some things, but was good with those pre-winter items.

Trustee Johnson asked then the earlier public comment that said he had unilaterally directed Shawn and took away from Shawn's other duties to do these winterizing projects was incorrect?

Larry Chesney asked then why weren't the maintenance requests adhered to? He said he put in maintenance requests for Range Land Road starting in April, and it only took Shawn four hours to fix it. He said Shawn's resources were spent on a purchase order contract that Trustee Johnson put together that failed and had to be bailed out by the road maintenance crew.

Trustee Currivan asked Mr. Chesney to work on some tact and diplomacy. Mr. Chesney responded with an expletive-filled exchange that will not be included here. He did say, "pardon my language for the record."

Trustee Johnson addressed Mr. Chesney and stated the GID spent so much effort on Range Land Road in the last two years.

Mr. Chesney said not near as much as Trustee Johnson did in getting aggregate base to Trustee Johnson's driveway.

Shawn Kelly said last year when he first started with the GID, over \$70,000 was put into Range Land Road.

Trustee Breitmeyer addressed Mr. Chesney's comment that nothing had been done to Range Land Road in 20 years, and explained that Mr. Chesney was going after this Board when it was previous Board members from 20 years ago who did not maintain that road.

Mr. Chesney said the point was don't sit at these meetings and try and lie your way out of it by saying one of your priorities is maintenance requests when it isn't the truth.

Trustee Breitmeyer said it is the truth, otherwise there would be 400 people sitting in this room instead of 15 people.

Gretchen Miller said she was at meetings where Trustee Breitmeyer wasn't present and she's seen this room full of people who have said my road hasn't been graded for two years. She said people from Right Hand Canyon were upset because dirt was dumped on their road instead of filling in the potholes in the [asphalt]. She said Trustee Breitmeyer should not speak because he hadn't been here.

Shawn Kelly explained he's the new guy with the GID; he's been here for just over a year and a half. He said he inherited what everyone is talking about.

Mr. Chesney said nobody's blaming Shawn for anything.

Shawn explained that there are times when he has a narrow window of time, and he has to do something other than grading roads. He said the last two months of every summer the roads are so dry they fall apart, and if people would just slow down a little bit, especially after a road has been graded, they will hold up longer. He said we have a crew of two and if there were more, it would have to be four because you need a water truck driver for each grader operator. He said he's doing the best he can to keep up with grading and do infrastructure. He said someone stated the GID is only reactive, but he's doing his best to be proactive. He said if anyone has a complaint, they should come to him; that the Board should be discussing the future of the state of the valley. He said as Trustee Dennis stated, Shawn goes to the Board with the road report and if they don't like the job he's doing or his work ethic, then they can hire someone else. He said to let him do the failing and blame him, he'll take it. He said the Board is helping by allowing him to get things done that he sees as having been neglected. He said he wants to see aggregate placed on Wilcox Ranch all the way up to the top of the hill because there's nothing there except rocks; he wants to make the road serviceable.

Kim Patterson said she wanted clarification; that Trustee Johnson stated every project was approved. She said in her husband's written comments, he asked where in the minutes the Board actually took a vote on putting aggregate on Quaking Aspen and Wilcox Ranch?

Trustee Johnson explained that if Ms. Patterson had been here for years, she would know that every fall the Board brings forward a list of roads to be winterized. He said has it been a formal vote, very possibly not, but everybody is in agreement. He said this is not a Larry Johnson decision; regardless of what you people care to think.

Trustee Johnson concluded and stated the roads are in the absolute best shape they have ever been in his 28 years of living out here. He said we try to be responsive to maintenance requests to the best of our ability, and they will do so in the future.

- b. Road Reports:** Trustee Johnson said this is the season when we get a little bit of moisture so our roads hold together a little bit better. He said Shawn Kelly can't grade when it's wet or frozen; Shawn is grading wherever possible. He stated we receive all kinds of emails from people thanking the GID.

Shawn explained they can't grade frozen roads, so they install culverts in the morning and grade roads in the afternoon. He said because we have so many roads in the system, the road survey takes a full day to complete, and he needs the citizens to help by reporting road maintenance needs.

Marshall Todd told Shawn they didn't have a beef with him.

Trustee Johnson explained the public comment procedure is to have Board discussion and if there is going to be a Board decision they will open public comment. He said otherwise public comment is held at the beginning and the end of the meeting.

Note: During item 6e (below), clarification was made that public comment is allowed on any item noted as "for possible action." An audience member had public comment for this item (6b) and the Board returned to this item, and Trustee Johnson asked for public comment.

Kim Patterson submitted a petition (see attached) signed by 29 homeowners along Broken Spur, Sharrock, and Amy, who were petitioning to keep the Cape seal and have the GID repair those roads.

Trustee Johnson said so that's a petition from people who have received a minimum refund of \$6,000 each, and who demand the rest of the people throughout the valley repair and improve their road?

Pam Roberts said not improve, but repair; patch it, just like the GID patched Range Land. She said that \$6,000 was not returned to the owners to spend on roads.

Note: At this time the Board returned to item 6e (below).

- c. Report on Flood Repairs and Mitigation and FEMA and State Disaster Funding (2017 Flood):** Cathy Glatthar reported she was just about ready to submit the last two project worksheets. She said reimbursement from those should be approximately \$37,600, and after we receive those funds, she will file for the \$20,000 from the State. She referred to a handout (see attached) and said the total expected from FEMA's 75% and the State's 12.5% would be \$142,270.

Trustee Johnson asked who initiated and ramrodded that process? Cathy answered Trustee Johnson did, and he is the reason why we are getting this money. She said she was paid for the work she did and it wasn't easy, but without the technical information supplied by Trustee Johnson, we would not have been able to apply for these funds.

Trustee Dennis said damage reports on floods are very difficult to do. He thanked Trustee Johnson for the work he did on the 2017 flood damage reporting. Trustee Otto also thanked Trustee Johnson.

- d. **Status of Retention of Outside Patching Crew:** Trustee Johnson stated Shawn has been able to do patching, and he, himself, helped with patching. He reviewed with Shawn which roads had been patched: Ironwood, Whiskey Springs, Right Hand Canyon, Range Land, start of Broken Spur, and Amy.
- e. **Broken Spur, Sharrock, and Amy Developer-Placed Cape Seal Repairs:** Trustee Johnson said the reason patching on Broken Spur and Sharrock was not completed was because of what he observed the day he helped with the patching on Broken Spur. He said he wrote a memo to the Board (see attached) on the status of the patching and his conclusions. He said our Cape seals (Ironwood, Whiskey Springs, Axe Handle, and a section of Range Land) plus the contractor-placed Cape seals (sections of Amy, Sharrock, and Broken Spur); that our Cape seals consist of five test sections over a variety of subgrade soil conditions. He said they wanted to see what would work and what would not work as well; most worked pretty good with the exception of Range Land Road which had unacceptable performance.

Trustee Dennis said the biggest, unacceptable performance we end up with on our Cape seals is when we don't properly do the drainage first. He said we are cognizant of those issues and we're going to rectify them, right Trustee Johnson?

Trustee Johnson said yes; there are two factors involved: moisture and subgrade soil types and subgrade soil strength.

Trustee Otto said another factor is the Cape seals were not laid wide enough; we spent \$90-some thousand fixing edges.

In response to Trustee Otto's comment that the Cape seals should have been one foot wider on each side, Trustee Johnson said wider Cape seals would not have made a difference; the Cape seal has no structural strength. He explained the repair project Trustee Otto was referring to was the placement of material with structural strength on the outside edges.

In answer to Shawn's questions, Trustee Johnson stated the performance life for Cape seals is three-to-four years, and it's been there since 2012 and we're working on year number eight.

Shawn said he is thankful he doesn't have to grade Ironwood Road every day.

Trustee Johnson said everybody should be grateful; we had to grade Ironwood Road every two weeks because it was in such terrible shape, instead, that amount of time is spent elsewhere throughout the system. He said not only does it make it nice for the people who drive that particular road, it also helps everybody else in the system because their road gets more attention.

Trustee Dennis said it's more than that because of the Health Department, and the dust problems we would have if we had all these main collector roads in dirt.

Trustee Johnson said in walking that section of Cape seal on Broken Spur it became, unfortunately, obvious that the subgrade is fine grain; we lose strength any time the subgrade gets moist, and there is inadequate drainage on the sides, as well. He said even if we had good drainage, without a significant structural section (load-carrying capability), the Cape seal would deteriorate.

Trustee Johnson said in his memo he stated continued patching of Broken Spur and Sharrock is unsustainable; we're already patching our previous patches.

Trustee Johnson said he came up with a series of alternates, as follows:

1. Continue patching.

Trustee Johnson said he felt badly that we didn't get to this earlier in the year; we advertised for temporary labor all spring and summer long, but had no viable candidates.

2. Put a veneer of gravel over the existing Cape seal.

Trustee Johnson said gravel makes a good wearing surface, but it is not an asphalt surface.

Trustee Dennis said this is a very good way of doing it. He said on Range Land Road they are using a Class E material that is about half the cost of the Type II base; it's been put down right over the Cape seal and it's had a very good effect. He said you'll need at least a three-inch layer.

Trustee Johnson said the Class E backfill material does have issues because it is a reject material and of variable quality. He said some of it lacks a percentage of gravel in it that gives it stability, and it will get tacky and sometimes muddy when it gets wet. Shawn said especially on the edges. Trustee Johnson said he would recommend aggregate base instead.

3. Have the property owners who received a refund of the infrastructure fee deposits made by the original developers of the Specific Plan Area (SPA) fund the road improvements with the refunds they received.

Trustee Johnson said this goes back to the history of the SPA when the developers signed an agreement in which they placed a large cash deposit with the County to cover, among other things, road construction, because the special plan called for Broken Spur to be developed to County paved road standards. He explained the development agreement stated those dollars could be used by the County to contract for design and construction, or the developer could build the infrastructure instead of paying the deposit, or the deposit money could be given to the PVGID for the design and construction of the road improvements. He said unfortunately none of the above was performed; the developer left the road as is, sold the lots, sold the houses, made his profit, and left.

Trustee Johnson said after ten years went by, the developers sued the County for the return of their deposits. He said the judge never considered giving the money to the GID to improve the road, instead the court made the County refund that nearly \$800,000 back to the current property owners. He said each property owner on Broken Spur has received in excess of \$6,000 from the County. He said those same property owners are in here asking the rest of the District to fix their road.

In response to Trustee Dennis' question, Cathy said the refunds were made between January and April of 2019.

Trustee Dennis said he believed that refund money has likely already been spent.

Trustee Johnson asked what was the right, proper, and legal way for us to proceed?

Trustee Dennis said this goes back to Washoe County staff not functioning properly and the GID took the brunt of it. He said the County had the money and they could have dealt with this ahead of time, and the County could have managed this area under the SPA rules; the planners and everybody else failed us.

Trustee Johnson said that's part of the story, the other part was why didn't previous Boards demand that the development agreement was enforced when they had the chance? He said now it's too late and the refund checks have undoubtedly already been cashed and spent.

Trustee Dennis said our County Commissioner for this area is supposed to help us and it looks to him like she only helps the developers.

In answer to Trustee Currivan's question, Trustee Johnson said Broken Spur is two and a half miles and Sharrock is half a mile, so we have essentially three miles. He explained material and placement of a two-inch veneer of gravel would cost \$20,000 per mile; \$30,000 per mile for three inches of gravel; or \$40,000 per mile for four inches of gravel.

Trustee Dennis did some calculations and confirmed Trustee Johnson's estimate of \$90,000 to gravel the three miles of roadway, three-inches deep.

Trustee Johnson said if there are 31 houses times about half of the average refund (\$3,000) each, would amount to approximately the \$90,000 to gravel those road segments.

Pam Roberts said before she addressed this matter, she wanted to remind the Board they are supposed to allow public comment on all agenda items that are noted, "for possible action." She said if this continues, she would file a complaint with the Attorney General's Office regarding the open meeting law.

Ms. Roberts then proceeded to make public comment on this agenda item and said the \$6,000 average was paid by the developers and was supposed to go to a number of infrastructure projects. She said she did not want to give her refund money to this Board because she did not have a lot of faith in how this Board would handle it. She said when she first came out here there was no asphalt; it was a dirt road and she was going to buy that house anyhow. She said if the Board wanted to make these roads aggregate base like what was done on Wilcox Ranch and Quaking Aspen, that wasn't a bad idea. She said she looked at the cost of patching and it wasn't that much. She said the Board needs to have realistic quotes for patching and graveling, and what it will cost to maintain each type of surface.

Ms. Roberts said Trustee Breitmeyer works for Q & D and maybe he should be on the Road Committee. She said Trustee Johnson talks about the Board making decisions and there's consensus, but a lot of people don't want to challenge Trustee Johnson. She said Trustee Johnson does volunteer a lot and has done a lot for this valley, and she did not want to take that away from Trustee Johnson. She said there

are several places in the minutes where she says she agrees with Trustee Johnson, but she's also going to tell Trustee Johnson when she disagrees. She said she will point it out when the Board is violating the open meeting law and they better fix it right away or they'll be in trouble.

In response to Trustee Johnson's question about what violation had taken place, Ms. Roberts said someone had public comment on item 6b, Road Reports.

Trustee Johnson apologized for overlooking public comment on item 6b and went back to that item (see above).

Note: At this time, discussion returned to item 6e.

Shawn Kelly explained the Cape seal on Broken Spur is so thin that the water truck sunk into one of the patched areas. He said the subgrade is just horrible on that road and the patches are failing.

Trustee Dennis said there is an alternative, placing Type II aggregate base in those bad areas and allow traffic to drive over it; it does work pretty good.

Gretchen Miller said she lives on Broken Spur and they take walks on that road and noticed there was a difference in the consistency between the patch material used previously and the mix that was used this time.

Shawn said unfortunately there is variability in the cold patch material, but they have no control over that.

Ms. Patterson said the ditches on Sharrock hadn't been touched in some time.

In response to Ms. Miller's comment, Trustee Johnson explained the culverts for all the developments off of Broken Spur were done improperly. He added that the reason why those culverts are bent on the ends is because they are not long enough and everyone drives across the ends of the culverts.

In response to Ms. Miller's offer to help by sweeping out the areas that need to be patched, Trustee Johnson explained, while we thanked her for the offer, Ms. Miller can't help because she is not covered by our insurance.

There was some additional discussion, and Trustee Dennis made a motion to repair those road segments with patching material until we have a better option. Trustee Breitmeyer seconded the motion and hearing no opposition, the motion passed.

Trustee Dennis said we still have the \$10,000 that was approved last month to use an outside patching crew; we could probably have that done in a day for \$3,000.

In response to Ms. Miller's comment about using day laborers, Trustee Breitmeyer said there is a problem getting them to pass a drug test and we need drivers with commercial driver's licenses (CDLs).

- f. **Communication:** Trustee Johnson said it was suggested at the last meeting to have Shawn fill out a report of the work done on a daily basis. Trustee Johnson opined that he didn't think that was a good idea because it takes Shawn away from the work he needs to be doing. Trustee Dennis asked the audience if the reporting Shawn is doing now was sufficient for the time being? Hearing no opposition, the Board said Shawn would continue with the monthly Operations Report.

Trustee Otto opined that the focus should always be on fixing the roads, first. He said for years he's wanted the Board to hire an additional, part-time person. He said

the answer he gets back is, we don't have enough money. He said we do have a pool of money to put on another person part-time, maybe in the spring.

Trustee Dennis said he agreed with Trustee Otto, but sometimes it's better to hire two temporary workers in the spring. He said we could pay \$25 an hour for temporary labor depending upon the labor-rate conditions.

Trustee Johnson said in the past we had a temporary patching crew each spring, but this past spring we were unable to get a patching crew. He said he agreed with Trustee Dennis that we needed a minimum of two temporary workers.

Shawn said it was his fault, that in the beginning when he was trying to hire patchers, he didn't want to pay that kind of wage for inexperienced workers. He said if we have two blade operators, we would have to have two water truck drivers, which requires they have a CDL with tanker endorsement.

Marshall Todd stated doing road work and driving a water truck takes skill and training.

In response to Mr. Todd's question, Trustee Breitmeyer said we could explore using a temp agency.

- g. Operations Manager's Report:** Shawn Kelly said at one of the past meetings a constituent said basically they weren't sure if the Operations Reports he provides were true or not. He clarified that everything he puts in those reports is work that was done; he does not "pad" those reports.

7. Old Business:

- a. Discussion and Possible First Reading of Resolution F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations, Including Possible Changes to LOM Designations and Changing Quaking Aspen End of Maintenance to Mountain Aspen Road:**

In answer to Trustee Johnson's question, Shawn explained the proposal to change the end of maintenance for Quaking Aspen to Mountain Aspen Road is because a property owner put up a fence and we can't turn the grader around anymore. Shawn stated it's approximately a tenth of a mile difference. After some additional discussion, Ms. Miller suggested contacting the property owner. Trustee Breitmeyer recommended having Louie Test send a letter of notification to the property owner.

Trustee Dennis explained there were some issues with the first draft of this resolution. He referred to his list of eight items for consideration (see attached), as follows:

1. Defined Seasonal roads will be delineated. Description of such roads with regard to width, surface characteristics and maintenance will be defined. Snow removal will be subject to the GID's ability with existing equipment to remove snow after the GID completes level 1, 2, and 3 road clearing activities after inclement weather.

Trustee Dennis said these seasonal roads were defined back when the GID was created and he thought we should leave them just the way they are. He said one of the main reasons is it limits our liability because those roads were temporary, seasonal, and not maintained in the wintertime. He said he's seen lots and lots of snow and water up in those areas and you can barely blade a road when it's wet and

snow removal is very difficult in those high elevations. He stated Trustee Johnson has directed our crews to maintain those roads much better; more like a level 3 road than a seasonal road. He said we shouldn't create a situation where people are going to expect guaranteed wintertime access. He said he wanted to keep the seasonal road aspect.

Trustee Johnson stated seasonal roads were deleted by an earlier resolution. He said most of these seasonal roads serve well over ten residences, and would take them to a level 3 of maintenance. He said he agreed we should not be improving these roads beyond their present status unless it is practical and cost-effective.

Trustee Dennis said subjective words don't help.

Trustee Johnson said improving roads is at the discretion of this Board; and it has been done in the past with the widening of Curnow Canyon Road, improving Piute Creek Road by installing culverts and grading the adjacent areas to prevent the road from being washed out, and improving upper Quaking Aspen on numerous occasions with drainage projects. He said we have done nominal improvements to that list of seasonal roads because we have more people building homes and moving in on what used to be a jeep trail.

Trustee Dennis said we need to come to some conclusions on these types of topics before he can write the resolution.

Trustee Johnson said his proposal would be to eliminate the terminology of seasonal roads and they would be elevated to a level of maintenance (LOM) 3; which is where they are at now.

Trustee Dennis said it is LOM 3, but he was concerned that we would get into an issue where we get two or three feet of snow which makes it impossible to access those areas, and yet we have a level 3 road that we're going to try to make sure people have access.

Trustee Breitmeyer stated item number 7 of the draft resolution states:

“Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.”

Trustee Breitmeyer said he thought everyone in here understands that if we get three feet of snow we're probably not leaving the house for a couple of days at least. He said he doesn't like the wording of seasonal roads; that it's even more subjective than us changing it to a LOM 3. He said LOM 3 means it's not going to get the maintenance of a LOM 1 road. He said if a 3 road washes out, we'll at least make it passable, but we're not going to run up there tomorrow and make it passable. He said when Wilcox Ranch Road at the bottom of the hill washed out, it took a couple of days for the GID to fill it in; people living in 30-some homes could not get out.

Trustee Johnson said he preferred the wording of item number 3 in his original draft, as follows:

“The classification of ‘Seasonal Roads’ described in previous resolutions is hereby terminated. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.”

Trustee Breitmeyer said he believed Trustee Dennis was right, we've only done improvements where safety was an issue.

Trustee Otto said he felt the Board can only do what they can with the manpower and equipment they have no matter what the road classification is or what the weather has caused.

Trustee Johnson said he would like to add another sentence to item number 3 after the first sentence, as follows:

“These roads will be elevated to a level of maintenance 3.”

Trustee Currivan said taking Curnow Canyon as an example, Curnow Canyon has a GPS reading for the end of maintenance but the road keeps going on further into the back country. He asked what's going to happen with Curnow Canyon?

Trustee Johnson said the end of maintenance point on Curnow Canyon Road will not change.

In response to Ms. Miller's suggestion, Trustee Johnson stated the list of roads accepted for maintenance and the level of maintenance designations is already posted on the website. He said we need definitions for the levels of maintenance designation; however there are so many factors involved in when a road gets graded: traffic is probably the biggest factor, with the number of homes served by a road partially determining how much traffic there is, but also terrain, subgrade soil conditions, and a number of other factors are involved. He said we have roads that washboard over night and have to be graded more often in the summertime; it is “as it occurs.” He said someone stated earlier that we're “winging it” and we don't “wing it”; we look at the road conditions and make an engineering decision accordingly.

Trustee Dennis said both he and Trustee Johnson are in the engineering community, but other Board members may not have that in the future. He said he's trying to get this resolution written in such a way that it's a road map for the future.

Trustee Otto said regarding the LOM list, he thought Quaking Aspen from Wilcox Ranch up to Microwave should be a LOM 2.

Trustee Dennis said we've had a lot of arguments over what the LOMs should be and he suggested hiring an independent party to give us recommendations.

In response to Trustee Otto's suggestion to do traffic counts, Trustee Johnson reported he will be doing traffic counts on the four major roads (Ironwood, Whiskey Springs, Range Land, and Axe Handle) later this month. He said Washoe County's traffic division is loaning him traffic counters. He opined that counting traffic on roads with only 25 homes is not productive.

Jan Chako said she liked the idea of the counters and noticed that some of the LOMs are based on the number of homes served, but a lot of the homes on upper Quaking Aspen have a lot people living in RVs and some have multiple families living at one location.

Trustee Johnson said even so, Quaking Aspen doesn't remotely have the traffic levels of Ironwood or Whiskey Springs.

In response to Trustee Breitmeyer's comment, Trustee Johnson said the traffic from the communications facilities on Virginia Peak is really not that much because they are not there all that often.

Heather Kelly said she didn't want us to be hung up on the numbers 1, 2, and 3 because dealing with roads, the nature of these roads is somewhat fluid depending on weather events and types of soils. She said we deal with the roads when they need to be dealt with; the numbers are good to a certain point.

Trustee Johnson said he did not disagree that some level of maintenance chart is appropriate.

Trustee Breitmeyer said this chart is a guideline.

Cathy Glatthar said that's exactly what is stated in item number 6 of the draft resolution; the LOM chart is a guideline.

Trustee Otto stated again that in his opinion the LOM chart is way overrated because we take care of the roads when needed. He said a lot of people are hanging their hat on this and expecting this is the way it should be.

Trustee Johnson said unfortunately so; "does this mean my road is going to get graded twice a year, once a year, three times a year?" He said he got in trouble here by saying he almost doesn't pay attention to this chart; it is "roads as needed" by a whole series of factors.

Cathy read from the draft resolution: "... not a guarantee of how many times a year any particular road segment will be graded ..."

Trustee Otto said first you go to emergencies, then you go to road requests and assess them and deal with them as necessary, and then after that, you go to bad spots that Shawn (?) picks out.

Trustee Johnson said he disagreed with Trustee Otto's recommended changes to the LOMs. Trustee Johnson said he had his version of LOMs for Trustee Dennis, and said most LOMs are the same as before. He opined Broken Spur should not be a number 1; it serves 31 homes. He said he would have done a breakdown of roads that serve 100 or more homes are classified as number 1, roads that serve 25 or more homes are 2s, and roads with less than 25 homes is a 3. He said on his chart he changed Curnow Canyon from a 3 to a 2, Grass Valley west from a 3 to a 2 because it has more than 25 houses on it, Grass Valley from Sharrock north from a 2 to a 3, Piute Creek leave as a 3 because there are not more than 25 houses served, and Quaking Aspen from Wilcox Ranch to Hidden Canyon from a 1 to a 2.

Trustee Dennis said you have to have some measure of ADTs (Average Daily Trips) on a road to determine its level of maintenance. He said we also need number of houses, then we'll have ADTs and number of houses and can come up with a formula to use.

Trustee Otto said some roads have extenuating circumstances and lead somewhere else and if you only count the number of people on that road, it won't show what the traffic really is.

Trustee Johnson said we have another table that shows number of [homes] served by each road, and that includes all the tributaries.

Trustee Johnson thanked Trustee Dennis for taking on this monumental task.

Janet Joseph asked that Yellow Tail remain as a 2 and Pioche remain as a 3.

Trustee Breitmeyer excused himself and left the meeting at 8:57 p.m.

- b. Water Rights:** Trustee Otto asked, if we stopped using the water from the Ironwood well for a year, would we lose our water rights? Trustee Dennis said it's five years before we could possibly lose our water rights (governed by the State Engineer). Trustee Johnson said we need both wells; if one goes down we need the other as a backup. Cathy Glatthar reminded the Board about the agreement we have with the fire department for the use of the Ironwood well. Shawn Kelly said the crew uses the Ironwood well when they are grading on the west side of the valley and the Curnow Canyon area.

Trustee Johnson explained we submitted for proof of beneficial use (PBU) [for one of the 4-acre foot permits in the Ironwood well] and the State Engineer requested three years of records and Cathy has submitted that data. He said what this Board is going to face in the future is we use only a fraction of the water that we are permitted for; we have excess water rights. He said we will face "use it" or "lose it" or "sell it," and asked what is a prudent amount to retain versus what would be available for sale? He said that's for a future date.

Cathy stated two permit extensions were granted.

- c. Agreement with LW Land Company:** Trustee Johnson explained LW Land Company filed a series of parcel maps and subsequently learned of requirements that would cost them a lot of money. He said they backed off and are temporarily only going through with the first parcel map and creating three new residential parcels. He stated LW Land Company thought the County wanted the GID's input, which Trustee Johnson gave to the County. He said the developer proposed to use Whiskey Springs Road to Grass Valley Road through the turf farm as a haul route. He said the residents of those three lots would use Grass Valley south to Sharrock, out to Amy, and out Ironwood to Pyramid Highway. He stated the County clarified that they were not asking for new comments, but wanted to know if the GID would sign off on the developer's haul route. Trustee Johnson said when the developer is ready with a final proposal for his haul route, the GID will comment and negotiate directly with the developer and an agreement will be made in writing. He added the haul route the developer is proposing as of late, would be by far the best route for us.

In answer to Gretchen Miller's question, Trustee Johnson explained the developer submitted five parcel maps and the first map was for three, 2.5-acre lots and one remaining 60.1-acre lot. Cathy Glatthar explained it's only the first map that the developer was allowed to have 2.5-acre lots, and any subsequent parcel maps had to be a minimum of 5-acre lots. She said the developer is proposing to go ahead with just that first parcel map.

Trustee Johnson clarified if the developer decides to go ahead with any of the other parcel maps [that have already been approved], the developer will be subject to County standards, including paved streets.

Cathy added if the developer goes beyond this first parcel map, he has to do an extensive and expensive flood hazard study; that's what stopped the developer from developing all five parcel maps.

In answer to Marshall Todd's question about septic systems could only be used on 5-acre lots or larger, Cathy said she also questioned that and looked into it and learned that the 5-acre minimum applies only to second or subsequent parcel maps.

She said that is why the developer's first map had the three, 2.5-acre lots.

Ms. Miller said then the GID cannot require the developer to put in County-standard [paved] roads.

Trustee Johnson said that's correct, we can only require GID standards.

Cathy explained Walter West, with the County engineering department, stated that the developer did not have to pave the roads to County standards because the developer was only subdividing into four lots with this first parcel map.

8. New Business:

- a. Posting of Portable, Temporary Community Meeting Signs:** Susan Ambrose introduced Chuck Lieman with the Palomino Valley Fire Volunteers. Mr. Lieman said he was not thinking about portable, temporary signs, instead he was proposing to set up at five locations - Range Land, Whiskey Springs, Ironwood, Winnemucca Ranch, and Axe Handle - permanent signs for community-interest bulletin boards. He said he wants a way to get the word out about community meetings and events. He explained what he envisioned was a large sign that people would see when they drove up to one of these major intersections.

Trustee Johnson said we already have sign boards at Range Land, Whiskey Springs, Ironwood, and Axe Handle Roads. Shawn Kelly mentioned Winnemucca Ranch is a County road.

Trustee Johnson asked Mr. Lieman if he would look at those existing sign boards and see if they met Mr. Lieman's intended purpose. He said he fully supported the proposal.

Shawn Kelly said they would have to be careful about what gets posted or there will be all kinds of signs for garage sales, services, etc. and the GID agendas are posted there by law.

There was some additional discussion about types of signs and Ms. Ambrose stated one of the goals of this was so that people could read the notices without having to get out of their vehicle.

Trustee Johnson asked Mr. Lieman to bring back a detailed, hard proposal for consideration at next month's meeting.

9. Judicial/Government Affairs: Louie Test was not present.

10. Calendar Review: Cathy Glatthar reported the next meeting is February 20th.

- Cathy stated she will be reporting to the Registrar of Voters that nothing has changed with the list of officers.
- Cathy said constituents must reaffirm their desire to remain on the email list to receive notices. She said a constituent questioned the need to reaffirm, and that requirement is in accordance with an NRS statute [241.020 (4)(c)].
- Cathy stated she will be soliciting bids for the annual audit which was requested last year.
- Cathy reminded Shawn Kelly that his equipment and vehicle budget will be needed for the February meeting.

- Cathy stated the Quarterly Economic Survey was signed tonight by Trustee Johnson and she will submit it no later than February 14th.
- Cathy said the tentative budget and determination of tax rate will be on February's agenda.
- Cathy stated she will verify that the CTX alternative formula was applied correctly.

11. Correspondence: Cathy Glatthar said she received a letter from the Department of Taxation, which stated:

“... the Department of Taxation is charged with the review of all annual audits to determine their compliance with statutes and/or regulations. The Department must also identify all violations of statute and/or regulations reported therein.

The Department has completed its review of your audit report and NO violations of statute and/or regulations were noted.”

12. Public Comment:

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

13. Board Member and Staff Items:

- Shawn Kelly said we are having a problem with abandoned vehicles, and one for instance, was actually in the road. He said we need to a way to legally have such vehicles removed or towed. He explained with a recent incident, we asked the homeowner to call a tow company and the tow company said the homeowner could not have the vehicle towed because the homeowner did not own the vehicle. Shawn mentioned there are also obstructions placed within a foot of the edge of the road and we have to have authority to remove such obstructions. Trustee Johnson said to put this item on the next agenda. Trustee Otto brought up the mailbox structure on Ironwood as being a hazard. Shawn and Cathy stated we've already had that discussion.
- Trustee Otto said he wanted to discuss an attendance policy at the next meeting.
- Cathy said this is an election year and she had election information available for anyone interested. She stated the GID has three open seats; the incumbents are Donald Otto, James Currivan, and Martin Breitmeyer. She said the filing dates are from March 2nd through March 13th, and candidate filings are done at the Washoe County Registrar of Voters' Office. In answer to Trustee Otto's question, Cathy explained that the incumbents' terms of office end at the end of this year, and if they wish to run for office, they have to file for candidacy.

In response to comments made, Cathy explained Trustees Johnson's and Dennis' terms end in 2022, and Trustee Johnson is term limited and cannot run again, but Trustee Dennis can run again in the 2022 election.

Trustee Otto addressed Shawn and said Shawn better start sucking up to Trustee Dennis then.

Shawn replied he doesn't suck up to anybody.

- Trustee Johnson said he wanted on the next agenda, “2020 Recommendations for Road Improvement Projects.”
- Trustee Dennis said for the roads that have clay, he still wanted to do that experimental project with regards to soil conditioning and making a base out of the clay.

Trustee Johnson said that could be one of the road improvement projects to be discussed next month.

14. **Adjournment:** Trustee Dennis made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 9:25 p.m.

Trustee Breitmeyer attendance concerns

Having reviewed the GID minutes for 2019 for the road maintenance reports I noticed in the minutes under roll call that Trustee Breitmeyer was absent at the following regular monthly GID meetings :

January 17

March 21

April 18

July 18

September 19

November 21

December 19

***In addition he was one hour late to the June 20 meeting.**

He also was absent from special GID meetings held May 2 and October 3 (public workshop on LOM level of maintenance for roads sheet and seasonal roads).

I believe Trustee Breitmeyer was appointed to fill a vacancy and was not an elected trustee. Missing 9 meetings held by the GID is unacceptable and would not be tolerated on any other Boards . Apparently our GID has no attendance policy. The GID has a five person board and there needs to be five trustees present the majority of the time. I believe Trustee Breitmeyer needs to be replaced immediately.

Susan Ambrose

To all the members of the GID Board of trustees:

When you are considering whom to elect as new officers for the 2020 year consider how the current President Mr. Johnson has been elected President for the last 7 consecutive years per Cathy Glather. Are not new leadership and new perspectives vital to any organization in order to move away from the status quo or good old boys mentality? New leadership provides opportunity for the other Board members to have more of a say in the day to day operations, planning , and decision making. A five member Board was elected by the public . Change is not necessarily a bad thing . Perhaps President Johnson would appreciate not having to volunteer so much of his own time for a change .

Susan Ambrose

January 16, 2020 Meeting

Item 6. b. Road Reports

Public Comment to be read into the record

GID Minutes December 2019/5.a. Road Maintenance Reports

John Patterson

Sat, Jan 11, 2020 at 4:50 PM

To: palvalgid@gmail.com

Due to my current obligation as Recording Secretary of Teamsters Local 533, I am unable to attend the January 16, 2020 GID meeting. Please share my concerns with the Board and read into the record/public comment.

To the Palomino Valley GID Board of Trustees,

In the December GID meeting, under agenda item 5. Road Maintenance Reports, Trustee Johnson states on two occasions that the surfacing of Wilcox Ranch Road and Quaking Aspen Road was "approved by this Board". This was in response to concerned taxpayers, who questioned the amount of money, time and effort spent on over 4 miles of the aforementioned roads. In the same agenda item, Shawn Kelly also states "there are certain projects that have already been 'allocated and approved', such as putting down gravel on the Wilcox Ranch Hill".

These statements are misleading and inaccurate. There is a broad difference between a "discussion" and "approval". During the GID meetings of July and August in 2019, Trustee Johnson discusses adding gravel to sections/areas of Wilcox Ranch Road and Quaking Aspen Road. At no time did Trustee Johnson inform the Board or residents that his plan was to gravel, grade, and compact over four consecutive miles of these roads. At no time did Trustee Johnson provide a scope of this work with material and labor costs. Now we know that the material cost was almost \$21,000 and the Operations Manager was redirected from normal maintenance duties to complete this project for Trustee Johnson. A Board "approval", as Trustee Johnson states, suggests there was a recorded vote on actual defined parameters and costs. There was not. A "discussion" does not equate an "approval". The mission of the GID is "operation and maintenance" of area roads. Currently, this Board is neglecting **maintenance** for improvements and should return to the primary function of the GID. If this Board would act in a more clear, transparent and organized manner, the concerns and questions of taxpaying residents in the valley would be greatly mitigated.

Thank you for consideration of this matter.

John Patterson
105 Paloma Ranch Court

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT
As of January 16, 2020

Total of all Bank Accounts:	Balance as of January 16, 2020 - Almost CD #5010	283,874.21
	Balance as of January 16, 2020 - A/P / General Ckg #4179	619.16
	Balance as of January 16, 2020 - P/R / Petty Cash #4430	17,000.00
	<i>Total Cash In All Accounts</i>	<u><u>301,493.37</u></u>

<u>Wells Fargo - Almost CD #5010</u>		Balance as of December 19, 2019	270,547.70
Income for the Month			
Ad Valorem/Property Tax	77.09		
Consolidated Tax (CTX)	37,277.90		
LGTA/Fair Share	0.00		
Other Income	0.00		
TOTAL	<u>37,354.99</u>		
Interest Income	8.03		37,363.02
Transfer to Wells Fargo #4179	(8,000.00)		
Transfer to Wells Fargo #4430	(16,036.51)		(24,036.51)
		Balance as of January 16, 2020	<u><u>283,874.21</u></u>

<u>Wells Fargo - A/P / General Ckg #4179</u>		Balance as of December 19, 2019	535.82
Transfer from Wells Fargo #5010	8,000.00		
Interest Income	0.19		8,000.19

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9759	2,489.05	Secretarial Services \$1,961.73, Accounting \$376.25, Office Supplies \$151.07	
Flyers Energy	9760	522.96	Fuel	
Granite Construction	9761	2,952.90	28.95 Tons Cold Patch @ \$102.00/ton	
NV Energy	9762	382.96	Utilities - Electric	
Pyramid Business Services	9763	1,466.55	Monthly Bookkeeping, Payroll	
Western Nevada Supply	9764	102.43	4" X 100' ADS light duty pipe \$98.00, 1 - 4" ADS Internal Coupling \$4.43	
TOTAL		<u>7,916.85</u>		<u>(7,916.85)</u>
			Balance as of January 16, 2020	<u><u>619.16</u></u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT
As of January 16, 2020

<u>Wells Fargo - P/R / Petty Cash #4430</u>		Balance as of December 19, 2019	17,000.00
Transfer from Wells Fargo #5010	16,036.51		
Interest	0.34		16,036.85
Net Payroll	7,491.76	Net Payroll	
LJ's BECC 1/3/2020 Stmt			
Les Schwab	LJ's CC 2,294.52	Tires: '01 Ford F-450 \$1,945.20, '05 International Water Truck \$349.32	
Prominence	LJ's CC 2,902.71	Health Insurance	
LJ's BECC 2/3/2020 Stmt			
WF Cash Back Rewards	LJ's CC 75.00	Annual Fee	
SK's BECC 1/3/2020 Stmt			
Waste Management	SK's CC 29.16	Waste removal	
Alhambra (aka DS Services)	SK's CC 12.25	Monthly office water	
FMCSA Drug & Alcohol Clearinghouse	SK's CC 5.00	4 Prepaid Query Plan	
SK's BECC 2/3/2020 Stmt			
Verizon	SK's CC 35.25	Monthly cell phone bill	
PERS	2,616.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS 575.20	Payroll Taxes	
	<u>\$16,036.85</u>		(\$16,036.85)
		Balance as of January 16, 2020	<u>17,000.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 1/16/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 01/16/2020 Meeting - Agenda Item 5.b.

TOTAL CASH IN ALL BANK ACCOUNTS AS OF JANUARY 16, 2020	301,493
ADDITIONAL REVENUE EXPECTED THROUGH AUGUST 31, 2020	391,387
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020	692,880
LESS AVERAGE MONTHLY EXPENSES (\$30,000) X 7 MONTHS	-210,000
LESS Hot Pot & Plow (\$10,500 max for both); Capital Outlay (\$75,000 - \$10,500 = \$64,500); Unexpected Repairs (\$5,000/mo x 7 months); Insurance (\$9,000 Jun or Jul); Before Winter Road Work - Aggregate Material, Trucking, and Culverts - and Pavement Edge Reinf. Project (\$174,000 - \$4,000 - \$99,910 - \$53,560 = \$16,530); Workers' Comp \$1,772 (Feb, May) & \$2,400 (Aug)	-141,474
LESS RESERVE FUNDS (= ENDING FUND BALANCE PER BUDGET)	-80,000
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020	-431,474
NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020	261,406

Additional Revenue Expected Through August 31, 2020:

285,000	Ad Valorem	Feb '20 thru Aug '20	116,027
432,000	CTX	36,000 x 7	252,000
35,040	LGTA	2,920 x 8	23,360
752,040			391,387

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	13,586	3,414	
Other (non Road Maint)	13,000	7,313	5,687	
	30,000	20,898	9,102	
			A/P Acct Exps	7,917
Road Maintenance		3,055	P/R Acct Exps	16,037
TOTAL EXPENSES		23,954		23,954

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 01/16/2020 Actual Revenue Exceeds Estimated By:

\$15,869.40

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
February (21%)	59,850.00			
March	0.00			
April (21%)	59,850.00			
May	0.00			
June	0.00			
July (2%)	5,700.00			
August	0.00			
	285,000.00	168,973.48	-116,026.52	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
February	36,000.00			
March	36,000.00			
April	36,000.00			
May	36,000.00			
June	36,000.00			
July	36,000.00			
August	36,000.00			
	432,000.00	187,773.54	-244,226.46	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
February	2,920.00			
March	2,920.00			
April	2,920.00			
May	2,920.00			
June	2,920.00			
July	2,920.00			
August	2,920.00			
	35,040.00	13,322.38	-21,717.62	

Insurance Renewal - Vehicle Property Damage Coverage
(for Policy Period 7/1/2020 to 7/1/2021)
January 16, 2020 Agenda Item 5. c.

The PVGID is a member of the Nevada Public Agency Insurance Pool. Coverage includes Auto Liability, General Liability, Personal Injury Liability, Employment Practices Liability, Law Enforcement Liability and Wrongful Acts Liability. The annual aggregate limit per member is \$10,000,000 and the deductible is \$1,000. The annual premium paid for the 2019-2020 policy period was \$8,620.

For the insurance renewal application, Cathy Glatthar worked with Shawn Kelly to verify the lists of vehicles (any licensed vehicle, trailer, etc.) and equipment. Shawn questioned the comp/collision (physical damage) coverage for the vehicles, especially for low value vehicles. Cathy spoke with the Insurance Agent, who explained the coverage, as follows:

The Actual Cost Value of the vehicles is 75% of the Cost New. In the event of an accident, that is the amount available to replace it less the \$1,000 deductible. For example: The "Cost New" for a truck is \$10,000 – the insurance company would payout \$6,500 (\$7,500 less the \$1,000 deductible) in the event of a loss. The net result is whether or not the PVGID wants to get "something" if a vehicle is damaged or totaled. If the GID doesn't want comp/collision on any or all of the vehicles, just put NPD (no physical damage) in the "Cost New" column and it won't be included.

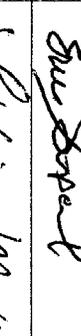
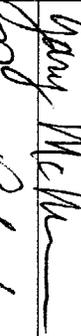
The Board needs to decide which vehicles, if any, will be marked NPD (No Physical Damage coverage). Attached is the list of vehicles with two columns added (far right) showing the insurance payout (75% of Cost New) and the payout less the deductible of \$1,000 for each vehicle in the event of a loss. One option for the Board to consider is to drop property damage coverage for any vehicle with a payout less than the \$1,000 deductible (vehicles 1, 5, & 12) and possibly those vehicles with a payout less the deductible of less than \$1,000 (vehicles 3, 9, & 11).

Name of Entity: Palomino Valley GID											
Veh. #	Year	Make	Model	VIN #	Use/Dept.	GVW (Trucks)		Class	Cost New	Payout - 75% of Cost New	Less \$1,000 Deduct.
						/ # Pass. (Buses)					
1	1991	Chevrolet	Cheyenne Pick-Up	1GCDC14Z1MZ166830		Light	01499	\$ 1,000	\$ 750	\$ (250)	
2	1992	Freightliner	Dump Truck	1FUY3LBB5NP478271		Heavy	21479	\$ 28,000	\$ 21,000	\$ 20,000	
3	1988	Chevrolet	Mini Dump R3013	1GBHR34J7JJ126157		Medium	21479	\$ 1,500	\$ 1,125	\$ 125	
4	1988	International S2500	Dump Truck	1HTZMGBR3JH569737		Heavy	21499	\$ 4,000	\$ 3,000	\$ 2,000	
5	1980	Ford F350	Flatbed F378	F37GRHA1980		Medium	21499	\$ 1,000	\$ 750	\$ (250)	
6	2001	Ford	F450	1FDXW47F21EB93847		Medium	21499	\$ 60,000	\$ 45,000	\$ 44,000	
7	1995	Peterbilt	Water Truck	1XPFD99X3SD379461		Heavy	31499	\$ 45,000	\$ 33,750	\$ 32,750	
8	2005	International 7500	Water Truck	1HTWNAZT25J182660		Heavy	31499	\$ 88,100	\$ 66,075	\$ 65,075	
9	1985	Fruehauf Trailer	Belly Dump H40H	1H4H04026EJ036206		Trailer	68499	\$ 2,500	\$ 1,875	\$ 875	
10	1984	International	Transtar F4370	2HTDJXT6ECA14006		Heavy	31499	\$ 20,000	\$ 15,000	\$ 14,000	
11	1984	Athey Mobil	M8 Street Sweeper	1A9A24DB4ER059030		Misc	Misc	\$ 1,400	\$ 1,050	\$ 50	
12	1977	Zieman	Tilt Bed Trailer	ZB3931		Trailer	68499	\$ 1,100	\$ 825	\$ (175)	
13	1997	Ford	Vactor Truck 2105-p	1FDYN80EXVVA39506		Heavy	31499	\$ 38,000	\$ 28,500	\$ 27,500	
								\$ 291,600			
								X .75			
								\$ 218,700	\$ 218,700		

Petition for Palomino Valley General Improvement District (GID)

Repair/Maintain the Cape Seal Sections/Asphalt and Culverts on Amy, Sharrock and Broken Spur

Petition summary and background	These roadways were accepted for maintenance/repair by the GID upon initial completion. Despite requests from homeowners, the GID has not performed any maintenance/road repairs in 18 months.
Action petitioned for	We, the undersigned, are concerned taxpayers/homeowners who urge the GID to act now to repair/maintain the cape seal sections/asphalt and culverts on Amy, Sharrock and Broken Spur.

Printed Name	Signature	Address	Comment	Date
Tara Barker		255 Morgan Ranch Ct		1/4/20
ED LYNCH		250 W BROWN RANCH CT		1/4/20
Tracy Croker		155 Morgan Ranch Ct		1/4/2020
Eric Stearnak		150 Pinko Ranch Ct		1/4/2020
LAVINA McMINN		150 Wrangler Ranch Ct		1/4/2020
GARY McMINN		150 Wrangler Ranch Ct		1/4/2020
Pam Roberts		105 Wrangler Ranch Ct		1/9/2020
Gretchen Miller		105 Wrangler Ranch Ct		1/9/2020
JAMES PATTERSON		185 PALOMA RANCH CT		1/25/20
Kylie Patterson		105 Paloma Ranch Ct		1/16/20

Petition for Palomino Valley General Improvement District (GID)

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Action petitioned for: We, the undersigned, are concerned taxpayers/homeowners who urge the GID to act now to repair/maintain the cape seal sections/asphalt and culverts on Amy, Sharrock and Broken Spur.

Printed Name	Signature	Address	Comment	Date
Anna Marie Poir	<i>Anna Marie Poir</i>	250 James Ranch Rd		1-11-2020
Ashley Carter	<i>Ashley Carter</i>	200 James Ranch Ct		1-11-2020
Hunter Benedict	<i>Hunter Benedict</i>	150 James Ranch Ct.		1-11-2020
Delaney Skell	<i>Delaney Skell</i>	105 James Ranch Ct		1-11-2020
Christina S.	<i>Christina S.</i>	155 Paloma Ranch		1-12-2020
Robyn J. Brown	<i>Robyn J. Brown</i>	155 Paloma Ranch Ct		12 Jan 2020
Bob Kostick	<i>Bob Kostick</i>	155 Paloma Ranch Ct	CAVSD CT	12 JAN 2020
Kim T. Wilson	<i>Kim T. Wilson</i>	155 Paloma Ranch Ct	CAVSD CT	12 - JAN 2020
MADEWILSON	<i>MADEWILSON</i>	105 BEAUFORT RANCH CT		1/13/2020
Kim Patterson	<i>Kim Patterson</i>	105 Paloma Ranch Ct.		1/13/2020

Petition for Palomino Valley General Improvement District (GID)

Repair/Maintain the Cape Seal Sections/Asphalt and Culverts on Amy, Sharrock and Broken Spur

Petition summary and background	These roadways were accepted for maintenance/repair by the GID upon initial completion. Despite requests from homeowners, the GID has not performed any maintenance/road repairs in 18 months.
Action petitioned for	We, the undersigned, are concerned taxpayers/homeowners who urge the GID to act now to repair/maintain the cape seal sections/asphalt and culverts on Amy, Sharrock and Broken Spur.

Printed Name	Signature	Address	Comment	Date
Mrs. Anna M. Trivette		100 WENGLER RANCH CT		1-11-20
Gerald Jones		100 Bradley Ranch CT		1-11-20
Nancy Pratt Jones		150 Brandon Ranch CT		1-11-20
Tim Hayden		250 Brandon Ranch CT		1-11-20
Pete Sutti		255 Praywood CT		1-11-20
Bob Mansfield		150 Brandon Ranch CT		1-11-20
Mrs. LeRoy		150 Panther Range CT		1-11-20
Charlie Neff LeRoy		150 Panther Range CT		1-11-20
Rhonda Cervoni-More		105 Panther Range CT		1-11-20

2017 STORM DAMAGE FEMA AND STATE REIMBURSEMENT PROJECTIONS						
		FEMA Amount				
		Approved	Actual	FEMA 75%	State 12.5%	TOTAL
		w/Mitigation (if any)	Total	Reimb.	Reimb.	Reimb.
PW #1	Impassable Roads	30,363	30,363	22,772	3,795	26,568
PW #2	Damaged Roads	96,102	92,131	69,098	11,516	80,615
PW #3	Damaged Drainage	21,061	19,826	14,869	2,478	17,348
PW #4	Plugged Culverts	24,767	20,274	15,206	2,534	17,740
		172,293	162,594	121,946	20,324	142,270
Partial FEMA Reimbursement Received for PW#4 in April 2018				-108		
Final FEMA Reimbursement Received for PW#2 and PW#4 in December 2018				-84,196		
				37,642	20,324	57,966
Revised 01/16/2020						

Dalomino **Valley General Improvement District**

9732 Pyramid Hwy #407, Sparks, NV 89441

MEMORANDUM

Date: December 26, 2019
To: Trustees Dennis, Otto, Currivan, and Breitmeyer
From: Larry Johnson
Subject: Cape Seals on Broken Spur and Sharrock Roads

I spent last Friday, December 20, 2019, placing asphalt patches on a Cape-sealed segment of Broken Spur Road. This gave me an opportunity to analyze the roadway and formulate alternate solutions for present and future maintenance.

Roadway Condition

The Cape seal on Broken Spur and much of Sharrock is in poor condition. Since these roadways lie in or near the valley bottom, the underlying subgrade soils are fine grain and moisture sensitive (losing strength with increases in moisture content). The soils will simply not support thin wearing surfaces such as Cape seals. The only alternate for a functioning asphalt-surfaced road would require an elevated and stabilized subgrade overlain by a substantial structural section (such as six inches of aggregate base and three inches of asphalt concrete). The stabilized subgrade should be flanked on each side by drainage swales a minimum six feet from the edge of shoulders and approximately one and a half feet below the shoulder elevation. Extensive grading efforts would be involved.

The lack of subgrade strength in fine-grain and clay soils along with the difficulty and high cost of roadway construction and maintenance are well documented. Longley Lane, South Meadows Parkway, Damonte Ranch Parkway, segments of McCarran Boulevard, and many dozen local residential streets in low-lying areas of the Truckee Meadows have required extensive and expensive stabilization of subgrade soils to allow construction of the overlying paved structural section. Rehabilitation of streets and even parking lots receiving low traffic in areas of fine grain and clay subgrade soils typically encounter wet unstable subgrade soils beneath pavements. This is due to the chemical affinity of clay to water molecules; clay will suck moisture several feet up, down, or sideways through capillary action. Finally, roadways built over poor subgrade soils such as are present in the low-lying areas of this valley, simply don't last as long and require increased maintenance efforts and costs.

Discussion and Remediation Alternates

Continued patching of the Cape seal is almost counterproductive in that the Cape seal continues to fail around and adjacent to patching. You will have to patch large areas annually just to keep up.

We simply can't solve the problem by patching or by an additional application of Cape seal, and in my opinion, we cannot afford to grade, base, and pave. A potential solution is to place aggregate base over the existing Cape seal. The residents probably will not like this proposal. Material costs with trucking should be similar to that of Wilcox Ranch Road (less than \$50,000).

One option for funding any improvement lies in the residents themselves rather than the entire valley. The Development Agreements for these lots required the developers to either improve Broken Spur to County standards (grading, aggregate base, asphalt concrete paving) or place a deposit covering these improvements with the County. Washoe County had the option of either constructing the improvements or giving the deposits to the PVGID for road improvements. Washoe County did neither. Recently the developers sued the County for a refund of their deposits, which the Court ordered be refunded to present property owners. The PVGID could send a registered letter to each property owner on Broken Spur asking that their refund be placed in a fund dedicated to the improvement of Broken Spur and Sharrock Roads. We have no enforcement authority; we could only ask.

These are points of discussion for the upcoming board meeting on January 16, 2020. Be prepared to make a decision.

Thank you,

Larry Johnson

PVGID OPERATIONS REPORT

Report Period 12/16/2019 to 1/12/2020

ATTACHMENT: 1/16/2020 Meeting Agenda Item 6. g.

ROADS GRADED AND COMPACTED:

[Grader Hours: 770 Grader = 16 hours; 670 Grader = 19 hours]

1. Grass Valley W.: Pyramid – end
2. Amy S.: Wilcox Ranch – end
3. Lost Spring: Winnemucca – end
4. Two Forty: Winnemucca – end
5. Grass Valley: Whiskey - Wayside
6. Wild Horse N.: Whiskey - End
7. Flagstone: All
8. Amy Short: Ironwood – Wilcox Ranch

OTHER ROAD WORK:

1. Right Hand Cyn: Near 2700 RHC install 12" x 40' HDPE culvert
2. Right Hand Cyn: 2400 RHC Clean 20 yards of debris off road in front of uphill driveway
3. Quaking Aspen: near 6700 install 4" x 100' French drain, haul off 22 yards of debris, spread 12 yards Chieftan gravel over road
4. Piute Creek: Spread 12 yards Chieftan gravel in soft spot
5. Right Hand Cyn: Sweep from Whiskey to 2400 RHC. Patch potholes using 18 tons of cold mix
6. Range Land: Patch potholes using 1 ton of cold mix
7. Broken Spur: Morgan Ranch – Sharrock: Sweep and patch potholes using 5.15 tons of cold mix
8. Sharrock: Amy – Broken Spur: Sweep and patch potholes using 0.50 tons of cold mix
9. Ironwood: Pyramid – Amy: Patch potholes using 1 ton of cold mix
10. Amy: Ironwood - James Ranch: Sweep and patch potholes using 0.59 tons of cold mix
11. Whiskey Springs: Right Hand Cyn - Piute Creek: Patch potholes using 1.21 tons of cold mix
12. Chantry Flats: Install culvert markers at new culverts
13. Axe Handle: Pyramid – Curnow Cyn: Patch potholes using 0.75 tons of cold mix
14. Bacon Rind N.: Patch potholes using 0.25 tons of cold mix
15. Road survey: All roads in system
16. Quaking Aspen: Near 6700 redirect and add 40' of pipe to outlet of new drain pipe, dig dirt away from fence
17. Wilcox Ranch: Install weir at culvert #5
18. Amy: Ironwood - Sharrock: Pull and establish ditch on east side

OTHER:

1. Clean up Wayside yard and take old scrap & old equipment to Ironwood pit

EQUIPMENT:

None

GID BOARD CONSIDERATION FOR A NEW RESOLUTION OF ROADWAY LEVELS OF SERVICE

1. Defined Seasonal roads will be delineated. Description of such roads with regard to width, surface characteristics and maintenance will be defined. Snow removal will be subject to the GID's ability with existing equipment to remove snow after the GID completes level 1, 2, and 3 road clearing activities after inclement weather.
2. Residents on roads listed as seasonal who desire to have road improvements that would change a roadway to the GID's standards shall bear all costs of road improvements. Seasonal roads shall be maintained in their present condition and width with exception of new turn out lanes every ¼ mile if practical and Board funded over the next 10 years.
3. By definition Level 1 roads shall be solely major collectors or connections between major roadways. Traffic level conditions (ADT's) must dictate the need for a level 1 roadway.
4. The Level of Maintenance table is a list estimating the number of residences served for delineation of level 2 and 3 roads.
5. Every 10 years the board shall conduct a review of GID maintained roadways for level of maintenance modifications with a starting year of 2020.
6. following standards and priority:
 - a. Access to property provided by the GID (storms or other issue that limit residence access)
 - b. Maintenance of GID level 1 roadways with special attention with regards to maintaining Cape seals.
 - c. Maintenance of GID level 2 roadways.
 - d. Maintenance of GID level 3 roadways.
 - e. Seasonal roadways.
7. The roadway Manager shall make minimum bimonthly evaluations of GID roads to ascertain maintenance priorities for the entire road system with such evaluation reports made to the GID (?)
8. As the elevation of most roads have been lowered from past grading practices, special attention will be given to remediate those deficiencies.
- 9.
- 10.

[New Text in Blue, Deleted Text in Red-Strikethrough]

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R1

ROADS ACCEPTED FOR MAINTENANCE AND
LEVELS OF MAINTENANCE DESIGNATIONS

WHEREAS, Resolution F06-R1 - Roads Accepted for Maintenance and Level of Maintenance Designation - was intended to supersede Resolution No. F77-R4 - Road Maintenance, Seasonal Roads - but the resolution, as written, did not specifically state that it superseded the earlier resolution; and;

WHEREAS, Resolution No. F93-R1 - Resolution for Accepting Seasonal and Future Roads for Normal Maintenance by Palomino Valley General Improvement District - was revised by Resolution No. F16-R2 - Revision of Resolution No. F93-R1 - Procedure for Accepting Roads for Maintenance by the PVGID and the Requisite Road Standards. The revised resolution did not include any language regarding roads designated and listed as "Seasonal Roads" in the 1977 resolution.

NOW, THEREFORE, be it RESOLVED:

1. This resolution supersedes previous resolutions F77-R4, F93-R1, and F06-R1 for maintenance of existing roads.
2. Acceptance of new roads for maintenance is covered by Resolution F16-R2.
3. The classification of "Seasonal Roads" described in previous resolutions is hereby terminated. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.
4. The ~~level of maintenance is summarized on the following, Table 1~~— list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended ~~October 2019~~ April 9, 2009 is attached and made a part hereto. This table list should be reviewed and possibly updated every five (5) years as growth occurs within the District.
5. The following procedure shall be followed to amend the list of Accepted Roads; which includes additions, deletions, and any change to a level of maintenance designation:

Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:

- Name of Road
- Portion of Road to be Added or Deleted (if applicable)
- Number of Miles to be Added or Deleted (if applicable)
- Level of Maintenance Designation (1, 2, or 3)

[New Text in Blue, Deleted Text in Red-Strikethrough]

6. The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution F06-R1 was written in 2006, ~~table is a list compiled primarily on~~ and generally correlates with the number of residences served. The LOM classifications are ~~It is~~ not a guarantee of how many times a year any particular road segment will be graded since ~~many~~ other factors such as weather events, and subgrade soil characteristics are also involved. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.
7. Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee _____, and seconded by Trustee _____, the foregoing Resolution was passed and adopted this ____ day of _____, 20__ by the following vote:

AYES: ____ NAYS: ____ ABSENT: ____ ABSTAIN: ____

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

Regular Meeting
October 12, 2006

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F06-R1

ROADS ACCEPTED FOR MAINTENANCE AND
LEVEL OF MAINTENANCE DESIGNATION

WHEREAS, in an effort to establish a definitive list of the roads accepted for maintenance within the District, the Board of Trustees formed a sub-committee consisting of President Harold Shotwell, Secretary Cathy Glatthar and Supervisor Jim Hicks.

WHEREAS, on October 12, 2006 at the regular meeting of the Board of Trustees, the sub-committee presented a proposed list of "Accepted Roads and Level of Maintenance" to the Board.

Therefore, upon motion duly made by Trustee Ray Johnson, seconded by Trustee John Vander Meer and unanimously carried, it was:

RESOLVED, that the proposed list of "Accepted Roads and Level of Maintenance," (Attached) as amended (change of Yellow Tail Road from LOM 3 to LOM 2), is hereby deemed to be the official list of roads accepted for maintenance by the PVGID from this day forward.

FURTHERMORE, the following procedure shall be followed to amend the list of Accepted Roads; which includes additions, deletions, and any change to a level of maintenance designation.

Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:

1. Name of Road
2. Portion of Road to be Added or Deleted
3. Number of Miles to be Added or Deleted
4. Level of Maintenance Designation (1, 2, or 3)

Board of Trustees of the Palomino Valley
General Improvement District

By: _____

Harold Shotwell, President

NOTE:

This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED APRIL 9, 2009

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.4	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
3	Anniversary	0.5	All	
1	Axe Handle	3.0	All	39° 44.138N 119° 38.850W
2	Bacon Rind	1.5	Axe Handle So. to	39° 43.017N 119° 40.652W (Sage Cyn)
2	Bacon Rind	1.7	Axe Handle North to	End
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W (4700 BD)
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
1	Broken Spur	2.4	Whiskey Springs South to	End
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	Vista Trail
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W (Quonset)
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W (190 CC)
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
1	Ironwood	4.9	Pyramid Hwy to	Amy
3	Ironwood (Little)	1.0	Whiskey Springs South to	Ironwood

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED APRIL 9, 2009

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Jackrabbit	1.0	All	
3	Lost Spring	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
2	Pasture View	2.0	Whiskey Springs South to	End
3	Pasture View	0.8	Whiskey Springs North to	End
2	Peak	0.7	Winnemucca Ranch East to . .	Peak
2	Peak	1.7	Range Land South to	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W (2155 PC)
3	Pony Springs	0.8	All	
2	Prairie	1.0	All	
1	Quaking Aspen	1.4	Wilcox Ranch to	Hidden Canyon
2	Quaking Aspen	0.6	Hidden Canyon to	O'Hara
3	Quaking Aspen	3.3	O'Hara East to	Mountain Aspen
1	Range Land	2.9	All	
3	Rebel Cause	1.2	Range Land South to	End
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119°32.592W
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119°31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
2	Sage Flat	1.3	Whiskey Springs North to	End
2	Sharrock	2.1	All	
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
1	Whiskey Springs	7.0	All	

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED APRIL 9, 2009**

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Wilcox Ranch	4.0	Amy to	Goodher
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39°45.782N 119° 32.381W
2	Yellow Tail	2.1	All	
TOTAL Miles Maintained		93.2		
	Miles of Asphalt	20.8		
	Miles of Dirt	72.4		
LEVEL OF MAINTENANCE (LOM) DEFINITIONS				
PRIMARY -- LOM 1:		28.4	Miles	
	> High Traffic			
	> Main Collector Road (Most of these roads connect with Pyramid Hwy)			
SECONDARY -- LOM 2:		32.2	Miles	
	> Moderate Traffic			
	> Secondary Collector Road (One or more roads connect with these roads)			
	> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			
TERTIARY -- LOM 3:		32.6	Miles	
	> Low Traffic			
	> Not a Collector Road			
	> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED APRIL 9, 2009**

NUMBER OF MILES BY LEVEL OF MAINTENANCE				
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.4	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
1	Axe Handle	3.0	All	
1	Broken Spur	2.4	Whiskey Springs South to	End
1	Ironwood	4.9	Pyramid Hwy to	Amy
1	Quaking Aspen	1.4	Wilcox Ranch to	Hidden Canyon
1	Range Land	2.9	All	
1	Whiskey Springs	7.0	All	
1	Wilcox Ranch	4.0	Amy to	Goodher
	LOM 1 Miles	28.4		
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
2	Bacon Rind	1.5	Axe Handle South to	End
2	Bacon Rind	1.7	Axe Handle North to	End
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
2	Pasture View	2.0	Whiskey Springs South to	End
2	Peak	0.7	Winnemucca Ranch East to . . .	Peak
2	Peak	1.7	Range Land South to	End
2	Prairie	1.0	All	
2	Quaking Aspen	0.6	Hidden Canyon to	O'Hara: 39° 43.286N 119° 32.715W
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119° 32.592W
2	Sage Flat	1.3	Whiskey Springs North to	End
2	Sharrock	2.1	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
2	Yellow Tail	2.1	All	
	LOM 2 Miles	32.2		

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED APRIL 9, 2009**

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Anniversary	0.5	All	
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
3	Ironwood	1.0	Whiskey Springs South to	Ironwood
3	Jackrabbit	1.0	All	
3	Lost Springs	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
3	Pasture View	0.8	Whiskey Springs North to	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W
3	Pony Springs	0.8	All	
3	Quaking Aspen	3.3	O'Hara East to	End: 39° 42.282N 119° 32.710W
3	Rebel Cause	1.2	Range Land South to	End
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119°31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39°45.782N 119° 32.381W
	LOM 3 Miles	32.6		
	TOTAL Miles Maintained	93.2		

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, February 20, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, February 20, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Donald Otto, Greg Dennis, Jim Currivan, and Larry Johnson. Trustee Marty Breitmeyer was absent. Also present were Shawn Kelly, Operations Manager; Vickie DiMambro, Assistant to the Secretary/Bookkeeper (left at 7:15 p.m.); Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel.

2. **Public Comment:**

Dan Klebenow asked how to get improvements done on Right Hand Canyon Road?

Trustee Johnson stated that Mr. Klebenow's question would be addressed under road reports.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes – January 16, 2020:**

Trustee Currivan said on page 2, Mr. Baker stated there was a written agreement with the Tribe, but that agreement was not attached to the minutes.

Trustee Johnson explained that a few decades ago, the BLM (Bureau of Land Management) attempted to zero-out the wild horse population in the Pah Rah [mountains], but did not do so partly because the Pyramid Lake Paiute Reservation boundary runs part-way up the east side of the Pah Rahs. He said there were horses that the BLM did not have jurisdiction over. He said the BLM entered into an agreement with the Tribe that the remaining horses were Tribal horses. He said he didn't know if it was in writing or a verbal agreement between the State Department of Agriculture (NDOA), the BLM, and the Tribe over ... because those horses have repopulated the entire Pah Rahs and Palomino Valley. He explained the NDOA declared they would assume responsibility of the horses south of Whiskey Springs and the Tribe would have jurisdiction of the horses north of Whiskey Springs, but they were still all tribal horses. He said when we had horses struck by automobiles, the GID called NDOA and they would arrange to have the horses removed and buried. He said when the Tribe decided to do their gather, the Tribe coordinated with BLM, NDOA, etc. so that the Tribe had jurisdiction to gather horses Pah Rah-wide and valley-wide. He said that was his understanding of the agreement that was formed between the Tribe, BLM, and the NDOA. He said he believed that was the agreement Mr. Baker was referring to at last month's meeting, and that agreement is not in the possession of the GID. He clarified that what he was speaking of was based on his knowledge of being on BLM's wild horse advisory board.

Trustee Dennis asked to have several changes made, as follows:

Page 13, from: "Trustee Dennis said he believed that refund money has already been spent." to: "Trustee Dennis said he believed that refund money has likely already been spent."

Page 13, from: "Trustee Dennis said our County Commissioner is supposed to help us and it looks to him like she only helps the developers." to: "Trustee Dennis said our County Commissioner for this area is supposed to help us and it looks to him like she only helps the developers."

Page 15, from: "He said we should pay \$25 an hour for temporary labor." to: "He said we could pay \$25 an hour for temporary labor depending upon the labor-rate conditions."

Page 19, from: "Trustee Dennis said it's five years before we'd lose our water rights." to: "Trustee Dennis said it's five years before we could possibly lose our water rights (governed by the State Engineer)."

Trustee Johnson referred to a comment Trustee Otto made on page 21, as follows:

"Trustee Otto addressed Shawn and said Shawn better start sucking up to Trustee Dennis then."

Trustee Johnson cautioned the Board to refrain from making statements that create a hostile work environment.

Trustee Dennis complimented Cathy Glatthar on doing really good in getting the ideas and meanings across in the minutes.

Trustee Dennis made a motion to approve the minutes as amended. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

4. Judicial/Government Affairs:

a. Public Comment Policy: Louie Test stated one item brought up last month was whether or not the GID's public comment notice was proper in stating that public comment was for items not listed on the agenda. He stated some boards just show "public comment" and don't make any distinction as to items on or off the agenda. He said the Regional Planning Governing Board's (RPGB) agenda states (see attached, page 2, Meeting Notes, #5):

"The public is encouraged to provide information on issues not on the posted agenda during the Public Comment period."

Mr. Test stated that normally public comment is for items not on the agenda. He said he's had a problem when this Board wants to get into a discussion with the people making public comments. He said such discussions cannot take place until such matters are agendaized. He recommended adding a notation that if an audience member informs the presiding Trustee that they have a comment on an agenda item but cannot stay for the entire meeting, that person will be allowed to make their comments under the first public comment segment, but discussion of the comments will only occur under the specific agenda item.

Louie explained NRS 241.020 states:

"(3) Periods devoted to comments by the general public, if any, and discussion of those comments. Comments by the general public must be taken:

- (I) At the beginning of the meeting before any items on which action may be taken are heard by the public body and again before the adjournment of the meeting; or
- (II) After each item on the agenda on which action may be taken is discussed by the public body, but before the public body takes action on the item.”

Louie said the statute states “or” and the PVGID has chosen the second option and allows public comment on each agenda item on which action may be taken. He opined that there is no violation of the Open Meeting Law. He said if a comment is made and a Board member wants the matter agendaized, then that Board member can ask that the matter be put on a future agenda under the “Board Member and Staff Items” agenda item.

Trustee Johnson asked Cathy to add a notification after the first public comment segment, as follows: “If a member of the public is unable to attend the entire meeting, please inform the [presiding Trustee].”

Trustee Johnson said that way that person will be recognized and allowed to make their comments at the beginning of the meeting on an item that is on the agenda later in the meeting.

b. Management Policies Possibly Established by Board of County Commissioners:

Louie Test stated an audience member at the last meeting thought the GID should have management policies that were set up by the Board of County Commissioners as, ex officio, the first Board of Trustees. Louie stated the NRS provision does provide that the County, when they create the District, are supposed to set up guidelines. He explained when the PVGID was formed, the County never assumed any responsibility. He said the County Commission actually appointed the first Board when the resolution was passed to create the PVGID. He said over the years the GID Boards have made the policies and those are in the handbook. He said when the County originally formed the GID in 1973, they had the GID providing all the services listed in NRS 318, such as sewers and parks. He explained that later on the plan was amended and the GID was limited to [operation, repair and maintenance of roads].

c. Lawsuit Regarding the Horse Roundup:

Louie Test said several public comments were made at the last meeting regarding the horses. He explained there were two lawsuits filed subsequent to the wild horse roundup in January 2019.

Louie stated one lawsuit was filed in April 2019 by Kimberly Patterson who named Trustee Johnson as the defendant. He said in Ms. Patterson’s complaint she alleged that Trustee Johnson, as President of the PVGID Board, had individually coordinated the Pyramid Lake Tribe’s roundup of the horses. Louie explained that the Board members are covered by insurance and our insurance carrier hired an attorney to attend that hearing. He said the matter went to trial and the judge heard the evidence and found, as follows (see attached):

Decision

After assessment of the credibility of the witnesses and the proper weight given to the evidence, the Court finds that the burden of proof has not been met by the plaintiff. Case Dismissed with Prejudice.

Louie said when audience members make comments about the Board instigating the roundup of the horses, the Court found that was not the case. He said one of the items introduced as evidence in the hearing was a letter from the Pyramid Lake Paiute Tribe (see attached). He read the letter into the record.

In summary, the letter clarifies the reason for the removal of tribal horses from the Pah Rah Mountains, including the Palomino Valley area. The letter explains that after the Perry fire in the summer of 2018, an interagency Burn Area Emergency Response (BAER) team prepared a plan for re-vegetation. As a condition of approval for a grant from the BIA for re-seeding, the Tribe was required to follow the BAER's recommendation to remove all livestock (cattle and tribal horses) from the area. The letter also contains the following statement:

It must be clearly understood that Larry Johnson, of the Palomino Valley General Improvement District, in no way organized, instigated, coordinated, or facilitated this plan that was eventually implemented in January of this year.

Louie said if this matter comes up in the future, the Board will have this information.

He said in the other lawsuit, no member of the GID Board was named.

Louie commented that most of the information he obtained was in regards to the individual who was killed after hitting a horse on Whiskey Springs Road in 2013. He said that information demonstrated that the GID's concern was the safety issue.

- d. Other Judicial/Government Affairs:** Louie Test said we just received a claim from AT&T for the phone line that was cut on Ironwood Road back on October 29, 2019. He explained some of the history and stated a claim for a cut cable back in 2014 was denied because the line was not buried the minimum 30 inches. He said we told AT&T if they wished to proceed with the claim, then the GID would call USA Dig and give them our schedule and USA Dig would be out here every day locating the lines. He said at that point AT&T did not proceed with the claim; AT&T didn't say they agreed or disagreed.

5. Payment of Bills and Other Financial Matters:

- a. Transaction Report and Payment of Bills:** Vickie DiMambro reviewed the transaction report (see attached). She stated the balance of cash in all accounts after the bills were paid was \$353,864.08. She reported total income received was \$100,712.16 (not including interest income): Ad Valorem \$59,245.88, Consolidated Tax (CTX) \$35,715.05, and LGTA/Fair Share \$5,751.23. She said the only extraordinary expense was Sierra Rental and Transport for \$19,337.50 to transport material from Martin Marietta to upper Wilcox Ranch Road and Right Hand Canyon Road. Trustee Otto asked if we had a bill for that material? Shawn Kelly stated not yet because there were a number of problems with the invoices. He said he is working with Rick at Martin Marietta to get corrected invoices. In answer to Trustee Otto's question, Shawn stated they got 2,733 tons of material delivered; 2,000 tons of Type II base and the remainder was Class E. There was some discussion about the variability of Class E.

Trustee Dennis made a motion to approve the transaction report and pay the bills. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

- b. Other Financial Reports:** Cathy Glatthar referred to the Estimated Funds for Road Improvements report (see attached). She reviewed the estimated operating funds through August 31st and the holdback and reserve amounts, and reported estimated Net Operating Funds for Road Improvements of \$265,993.
- c. Determination of Tax Rate for Fiscal Year 2020-2021:** Cathy Glatthar explained our current tax rate is 0.4198, and with the three entities of Washoe County, Truckee Meadows Fire Protection District, and the PVGID, we are at the maximum of \$3.66 per \$100 assessed value. She said therefore, the GID can't raise the rate; the only options are to leave it as is or reduce it. Trustee Johnson stated we only have one option and that's to leave it alone. Trustee Currivan made a motion to leave the tax rate at 0.4198. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.
- d. Operations Manager's Capital Outlay for Remainder of FY20 and Proposed for FY21:**

Shawn Kelly explained we have allocated \$75,000 in capital outlay for the current fiscal year (ending June 30, 2020). He stated \$10,500 was approved some time ago for a plow and an oil pot, but hasn't been spent. He proposed the purchase of a tractor for \$39,000, an end-dump trailer for 20,000, and a 4,000 gallon water tank for \$3,200 (to replace the one on the Peterbilt which is leaking and can't be fixed). After some discussion, Trustee Dennis made a motion to authorize Shawn to purchase the tractor, the end-dump trailer, and a water tank for a maximum of \$70,000. Trustee Otto seconded the motion, and hearing no opposition, the motion passed. Shawn added that the old tractor would be sold and he could probably get at least \$10,000 for it.

In response to Trustee Otto's comment about adding a hitch to the water truck, Shawn explained that the 2005 water truck cannot handle towing a trailer with the compactor on it.

Shawn stated he needed more room in the Wayside yard for equipment and vehicles and he wanted to extend the fence 50-to-60 feet to the north. Trustee Johnson said go ahead and get it done.

Shawn then discussed some needs for the next fiscal year (beginning July 1, 2020) and stated we need a new tilt-bed trailer, water truck, and a bigger grader. He explained that if they purchased a bigger grader, they would sell the smaller, 670 grader. After some additional discussion, Trustee Currivan made a motion to set the capital outlay budget for fiscal year 2020-2021 at \$75,000. Trustee Otto seconded the motion and hearing no opposition, the motion passed.

- e. Tentative Budget for Fiscal Year 2020-2021:** Cathy Glatthar referred to the budget worksheet (see attached). She reported receiving preliminary revenue projections from the State, as follows: Ad Valorem \$293,460 and Consolidated Tax (CTX) \$502,198. She said she verified that the alternate formula for CTX was applied properly. She explained she left LGTA/Fair Share at \$35,000 and interest income at \$100. She said she put \$20,000 for FEMA reimbursement for the amount due from the State because that money probably wouldn't be received until after July 1, 2020.

She explained she based the projected expenses on the expenses-to-date for each of the four expense categories. She said she put \$50,000 for seasonal labor based on what the Board talked about previously (two temporary workers at \$25 an hour

and up to 1,000 hours each). She explained the road maintenance expense figure is the balance remaining after subtracting the expenses and ending fund balance from the total income and beginning fund balance.

She explained the ending fund balance statutorily must be no less than 4% of the actual expenditures from the previous year; which is \$22,000. She recommended setting the ending fund balance at \$60,000, which is equal to two months of estimated expenses.

Trustee Johnson explained this was almost meaningless because we can move money around between these categories.

Trustee Otto made a motion to approve the tentative budget for fiscal year 2020-2021. Trustee Currivan seconded the motion and hearing no opposition, the motion passed.

- f. Insurance Renewal - Vehicle Physical Damage Coverage:** Cathy Glatthar explained the cost for physical damage coverage is \$0.20 per \$100 of “Actual Cash Value” (as shown on the attached report). She stated even though it’s not a lot of money (\$4.65), she suggested not having physical damage coverage on any vehicle with an insurance payout of zero (vehicles 1, 5, and 11). Trustee Dennis made a motion to eliminate the physical damage coverage on those three vehicles. Trustee Currivan seconded the motion and hearing no opposition, the motion passed.
- g. Preliminary Review of Request for Quotes from Auditors/Auditing Firms:** Cathy Glatthar explained that last year it was suggested that we get quotes from auditing firms. She said she sent out a request for quotes to four auditing firms certified to conduct government audits, and only one firm, Eide Bailey (our current auditing firm), responded (see attached). Trustee Johnson stated some ten years ago the auditing costs were several thousand more than these proposed amounts for the next three years (2020 - \$10,750, 2021 - \$11,000, and 2022 - \$11,250). Cathy explained she thought she would have several proposals for the Board to review and that is why this was a “preliminary review” and no motion was needed tonight. She said the designation of auditor/auditing firm would be on next month’s agenda.

6. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson said we need moisture; certain soils pothole and washboard when they dry out. He said he meets with Shawn Kelly on Monday mornings. He said Shawn has been the Operations Manager for just over a year and a half, and things have evolved to where maintenance requests are reviewed and he and Shawn reach consensus. Trustee Johnson said he no longer has to direct Shawn. He said Shawn is learning and has mostly mastered the system. Trustee Johnson said he gives input from an engineering standpoint whenever appropriate. He said for the most part, Shawn sets his own priorities. He said it’s still good to have those meetings.

Trustee Johnson stated there was an automobile accident on February 4, 2020 in the vicinity of 4500 Wilcox Ranch Road. He submitted an accident report which included photos and a road cross section. He said he wanted a Trustee or Shawn to prepare accident reports in the future. He said the reason for these reports is District liability; but in this case, there is no District liability.

- b. Status of Broken Spur, Sharrock, and Amy Developer-Placed Cape Seal Repairs:** Trustee Johnson reported the patching has been completed, and as per

the discussion at the last meeting, the Board reached a decision that the patching would continue in the future. He said Broken Spur, and less so on Sharrock, because of their poor subgrade soils, that surfacing will be in a continual state of deterioration.

Trustee Dennis interjected and said we talked about adding Type II base over top of the asphalt at some point. Trustee Johnson said the residents did not like that at all. Trustee Dennis said but that might be the end result when the Cape seal cannot be maintained because of the sub-base. Trustee Johnson agreed and said that was the point of his white paper that he submitted to the Board prior to the February meeting.

Shawn Kelly said it is so alligatored in some areas, and if we had a lot of moisture this winter, it would have just “mushroomed” out.

For areas where the sub-base has failed, Trustee Dennis talked about building up with two-thirds Class E and topping that with two inches of Type II base and compacting it; you’ll have a pretty stable road.

Shawn Kelly said he wanted to talk with Rick (Martin Marietta’s salesman) about a blend of Class E and Type II base.

Trustee Johnson said to provide drainage on Broken Spur, you would have to raise the road a foot. He said you could grade it and build drainage swales and put that material on top of the Cape seal, but then you would have to put four to six inches of aggregate base on top to stabilize the surface. He said there is a significant cost to do that.

- c. Tumbleweed Control:** Trustee Johnson said a homeowner contacted Shawn about the accumulation of tumbleweeds on the homeowners property along a quarter-mile section of Sharrock. Trustee Johnson said sometimes it encroaches onto the roadway. He said the homeowner wanted the GID to take care of the tumbleweeds. He said this same matter was addressed back in 2017, and he read the response he had sent to the homeowner, as follows:

“The district has never and does not intend to perform weed control. Land owners are responsible for weed control on their own property.”

Trustee Johnson asked if the Board believed this policy was still appropriate?

All Trustees agreed the policy was appropriate and did not need to be changed.

Trustee Otto said we need to be careful with all of our equipment, wherever iron is hitting the ground, that we don’t start a fire.

Shawn said whenever his is doing ditches, he has water sprayed in those ditches first.

- d. 2020 Recommendations for Road Improvement Projects:** Trustee Johnson said his recommendations are:

1. Finish the pavement edge reinforcement project that was started late last summer on both Ironwood and Whiskey Springs; complete all of Ironwood and complete Whiskey Springs to Grass Valley. Shawn said if possible, he would recommend going further on Whiskey Springs to Broken Spur.

Trustee Dennis said in other words along existing Cape-sealed roads, there are places that we need to do the edge reinforcement in order to maintain that edge for future use.

In response to Trustee Otto's question, Trustee Johnson said the budget would be similar to last time; \$100,000. He said he believed this was an excellent way to extend the life of our Cape seals because the edge breaking is eliminated. He said the edge reinforcement would eliminate about 90% of our patching costs. He said it may also eliminate the need for a patching crew in the springtime. He said it may reduce our patching down to a point where our crew can handle it.

Trustee Johnson said at the last meeting, Trustee Otto was critical of Trustee Johnson for not extending the width of the Cape seal when it was originally applied. Trustee Johnson stated his reply still is that Cape seals are only one-half-inch thick and people are going to drive on the edge of the Cape seal. He explained pavements fail because of the lack of tensile strength. He said any asphalt concrete less than a two-inch thickness has zero tensile strength. He said that is why he made sure the edge reinforcement tapered out to two-and-a-half, and sometimes three-inch, thickness at the edge; so that it would have traffic-bearing capabilities.

Trustee Dennis said the edge reinforcement works fine and there are pictures of it being put down on the website.

In answer to Trustee Currivan's question, Trustee Johnson said he didn't know if edge reinforcing all of our Cape-sealed roads could be a policy or not. He said we would have to look at cost and levels of traffic. He said if the edges are deteriorating bad enough that two cars can't pass safely, then he thought our policy should be to do the edge reinforcement on those roads.

Trustee Johnson stated the first mile of Cape seal on Ironwood in from Pyramid Highway needs a micro-slurry. He said he would love to put a slurry on all the areas where we have done the edge reinforcement, but he said he didn't know if we were going to have the budget to do so.

In answer to Trustee Otto's question, Trustee Johnson said last year the cost to do a Cape seal was about \$65,000 per mile; it's dependent on the price of oil. He said to micro-slurry last year cost about \$30,000 a mile. In answer to Trustee Dennis' question, Trustee Johnson explained the micro-slurry costs less because a Cape seal goes on in two layers: a chip seal and then a micro-slurry on top; so a micro-slurry is a little less than half the cost of a Cape seal.

Trustee Johnson explained Ironwood is five miles and we'd need to do two miles of Whiskey Springs, so that would be \$210,000 to micro-slurry those seven miles.

Shawn suggested having a three-foot wide band of slurry applied along both sides to bond the edge pavement and the Cape seal.

Trustee Johnson said he would discuss with slurry seal contractors Shawn's alternate of just the outer three feet on both sides of Ironwood and Whiskey Springs Roads. He said his proposal is to slurry seal the entire width of the first mile of Ironwood Road. He said he would have the asphalt-related costs at the next meeting.

2. Range Land Road from Pyramid Highway to Grey Van. Trustee Johnson explained the Cape seal continues to deteriorate and drainage is needed. He said drainage swales need to be installed and that material could be placed onto the roadway and then topped with aggregate base. After some discussion,

Trustee Johnson asked Trustee Dennis to analyze Range Land Road and bring back a proposed scope of work and an engineer's estimate. Trustee Dennis said he would like to meet with Trustee Johnson and Shawn on site.

Trustee Johnson mentioned the drainage issue on the east end of Sharrock coming off of Wild Horse can be addressed in-house.

Trustee Johnson asked Shawn to summarize the work done on Right Hand Canyon (RHC) Road.

Shawn reported asphalt patching was done from Whiskey Springs to approximately the second driveway at 2400 RHC and from there, they started surfacing with base, and then they stopped because of the problem with the material. He said past Marvin Reed's place, his goal is to bring the material from the sides of the road onto the road to build the road back up; the road is just a channel right now. He said the roads in the valley with sandy soil have to be surfaced with aggregate (e.g. RHC, Bacon Rind south, Twin Springs).

After some discussion about costs and benefits of surfacing roads with aggregate, Trustee Dennis summarized and stated when we put down base, we don't have to grade those roads as often and we save a lot of time and money in the long run.

Trustee Johnson brought the discussion back to RHC and asked how many homes are served by RHC? Cathy Glatthar reported 37 homes. Trustee Johnson asked for comments from the residents.

Dan Klebenow, 3155 RHC, asked if a Cape seal or micro-paving could be put down on the first section from Whiskey Springs to where the gravel surfacing starts (slightly over a mile)?

Trustee Johnson explained small sections are not cost effective; contractors will not bid on a one-mile section of road. He said a mile of Cape seal would have to be combined with a bigger project such as micro-paving the remainder of Ironwood and a significant portion of Whiskey Springs.

Trustee Dennis said he believed we have the budget to put down Type II base.

In response to Mr. Klebenow's question, Shawn explained he plans to regrade and compact the material that was put down.

There was some discussion about the quality of the aggregate, with Trustee Johnson talking about the benefits of a "dirty" base material with approximately 15% fines.

As for the first mile of the old pavement, Trustee Johnson explained a micro[-slurry] would not work because the old pavement is too broken up. He said you would need a complete Cape seal put down and his guess would be \$65,000, but he would get a cost estimate and bring it to the Board at the next meeting.

Trustee Dennis stated one of the things he has argued with Trustee Johnson about quite a bit is that we have existing Cape seal and we need to make sure we keep that existing Cape seal useable.

Trustee Johnson interjected and stated that has never been an argument; that preservation of our existing Cape seals is a priority.

Trustee Johnson stated we're not ignoring anybody's needs; it's difficult. He thanked Mr. and Mrs. Klebenow for attending and being polite and professional.

- e. **Report on Flood Repairs and Mitigation and FEMA and State Disaster Funding (2017 Flood):** Cathy Glatthar reported on January 18th she submitted the last two project worksheet reimbursement requests.
- f. **Operations Manager's Report:** Trustee Otto asked who decided to put the culverts in on Crazy Horse and Amy (just south of Wilcox Ranch Road)? Trustee Johnson explained those culverts were suggested by Jim Hicks (former Operations Manager) for the purpose of intercepting storm flows coming from a long distance, directing them under the road and out to another culvert and then into a vacant field; ultimately to keep the water off the roadway. Trustee Otto said the culvert on Crazy Horse would not work and Shawn would see that when we get the next big storm. Trustee Johnson explained at both locations, it was necessary to divert the flows from the west side of those roads to the east side. In response to Trustee Otto's comment, Shawn explained he has a Vactor to clear the sand from the culverts and the culverts need rock reinforcement.

Trustee Otto commented that the dirt covering the driveway culverts that were installed by the crew after last year's construction project on the east side of Amy between Ironwood and Wilcox Ranch was higher than the roadway. He said one of our criteria is to have a swale on top of the culvert so that water from the driveway doesn't flow onto the roadway. There was some discussion and Trustee Otto agreed to bring to the next meeting a drawing of what he was referring to. Shawn said there are a number of driveways that are higher than the road and he is reducing that build-up gradually, but in some cases the culverts aren't buried deep enough.

7. **Old Business:**

- a. **Discussion and Possible First Reading of Resolution F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations, Including Possible Changes to LOM Designations and Changing Quaking Aspen End of Maintenance to Mountain Aspen Road:**

Trustee Dennis said he wanted Louie Test to review the resolution in regards to liability for what is stated in the resolution. Louie said we must be careful because Realtors will use this, and he will review the resolution from that point of view. Trustee Johnson said we asked the State Board of Realtors to make a disclosure to prospective buyers of Palomino Valley property, but they refused.

Cathy Glatthar stated she updated the homes served per road report (see attached) and in the past [three]-and-a-half years, there are 52 new homes served by GID-maintained roads and just over half of those new homes are in the SPA. In answer to Trustee Currivan's question, Cathy said the first time this report was compiled was 2011 and when it was updated in 2016, there were only 10 new homes and just over half of those new homes were in the SPA.

- b. **Posting of Community-Interest Signs:** Trustee Johnson stated the gentleman who made this request at the last meeting was not present tonight and this matter would be postponed until, and if, we hear back from Mr. Lieman.

8. **New Business:**

- a. **Trustees' Meeting Attendance Policy:** Trustee Johnson reported we learned that once a Trustee is elected [or appointed], the Board has no enforcement abilities.

b. Abandoned Vehicles and Obstructions in Roadway Easements: Cathy Glatthar explained the old resolution [F07-R1] (see attached) was outdated and no longer could be applied. Shawn Kelly explained in a recent incident of an abandoned vehicle, he was able to contact the homeowner and the homeowner tried to have the vehicle towed but was told by several tow companies that the vehicle could not be towed because the homeowner did not own the vehicle. Louie Test reported this is a county-wide problem and Captain Don Gil of the Washoe County Sheriff's Office has put together a group and they are trying to come up with solutions; there's no enforcement mechanism for private property owners. In response to Trustee Johnson's question, Louie stated the GID does not have a legal right to move such vehicles.

9. Calendar Review: Cathy Glatthar reported the next meeting is March 19th.

- Cathy said designation of auditor/auditing firm and finalizing and signing of the tentative budget will be on next month's agenda.
- Cathy stated the candidate filing period for this year's election is from March 2nd through March 13th.

10. Correspondence: None

11. Public Comment:

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

- Cathy Glatthar stated Trustee Otto sent out a snow removal proposal (see attached) and she said there already are two snow removal resolutions (see attached). She said this item will be on next month's agenda and the Board can decide whether or not to include snow removal as part of the LOM resolution or keep it separate.

13. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Currivan seconded the motion, and hearing no opposition, the meeting adjourned at 8:45 p.m.

Donald Abbott, Chair • Naomi Duerr, Vice-Chair • Marsha Berkbigler • Jenny Brekhus • Charlene Bybee • Vaughn Hartung • Jeanne Herman • Ed Lawson • Devon Reese • Bonnie Weber • Jeremy M. Smith, Interim Director • LIAISON – Katy Simon Holland, WCSD Board of Trustees

AGENDA

Regional Planning Governing Board
Thursday, February 13, 2020 2:00 pm
Washoe County Commission Chambers
1001 East Ninth Street, Reno, Nevada

-
1. Roll Call*
 2. Salute to the Flag*
 3. [For possible action] Approval of the Agenda
 4. Approval of the Minutes
 - A. [For possible action] December 12, 2019 Regional Planning Governing Board (RPGGB) Meeting
 5. Public Comment*
 6. Business of the day
 - A. [For possible action] Presentation, discussion and possible adoption of jurisdictional allocations and the TMRPA budget for Fiscal Year 2020-2021
 - B. [For possible action] PUBLIC HEARING – Washoe County Master Plan amendment, Silver Hills (CR19-009) – Consideration of appeal pursuant to NRS 278.0282(6) and Section IV.11 of the RPGGB Regulations on Procedure of the Regional Planning Commission’s (RPC) determination of nonconformance for a proposed Master Plan amendment. The subject property is located on both the east and west sides of Red Rock Road, north of its intersection with Silver Knolls Boulevard
 7. Reports
 - A. [For possible action] Members’ and Director’s reports
 - i. **POTENTIAL SPECIAL MEETING: March 12, 2020 (to be discussed)**
 - ii. **NEXT REGULARLY SCHEDULED MEETING: April 9, 2020**
 - B. [For possible action] Legal counsel’s report
 - C. [For possible action] WCSD Board of Trustees Member report

RPGB MEETING AGENDA
FEBRUARY 13, 2020
PAGE 2

8. [For possible action] Requests for Future Agenda Items
9. Public Comment*
10. Written Correspondence*
11. [For possible action] Adjournment

Meeting Notes:

1. The announcement of this meeting is posted at the Truckee Meadows Regional Planning Agency, Reno City Hall, the Washoe County Main Library, the Washoe County Courthouse, Sparks City Hall, the Washoe County Administrative Building and at www.tmrpa.org.
2. In accordance with NRS 241.020, this agenda closes three working days prior to the meeting. We are pleased to make reasonable accommodations for persons who are disabled and wish to attend meetings. If you require special arrangements for the meeting, please call 321-8385 before the meeting date.
3. The following items may not be addressed in this order. Arrive at the meeting at the posted start time to hear item(s) of interest.
4. Asterisks (*) denote non-action items.
5. Public comment is limited to three minutes. The public is encouraged to provide information on issues not on the posted agenda during the Public Comment period. The public may sign-up to speak during the public comment period or on a specific agenda item by completing a "Request to Speak" card and handing it to the clerk.
6. Support meeting material for the items on the agenda provided to the Regional Planning Governing Board is available to members of the public at the Truckee Meadows Regional Planning Agency office at 1105 Terminal Way, Ste. 316 Reno, Nevada, and on the TMRPA website at www.tmrpa.org. You may also contact TMRPA at (775) 321-8385 to request supporting meeting material.
7. The RPGB may at any time recess the public meeting to consider legal matters regarding threatened and pending litigation.

FILED

IN THE JUSTICE COURT RENO TOWNSHIP
WASHOE COUNTY, STATE OF NEVADA

2019 JUN 19 PM 4:21

RENO JUSTICE COURT
BY: *C. Bancroft*

Small Claims Hearing

Kimberly Patterson

Date: June 19, 2019

Time: 1:30 PM

v.

Case Number: RSC2019-000295

Department 1

Larry Johnson

Decision

- Plaintiff, Kimberly Patterson appeared. Defendant, Larry Johnson appeared and was represented by Rick Elmore, Esq., and Wade Carner, Esq.

Alan Mandell, Vice President of the Pyramid Lake Paiute Tribe, appeared as a witness on behalf of the defendant.

After assessment of the credibility of the witnesses and the proper weight given to the evidence, the Court finds that the burden of proof has not been met by the plaintiff.
Case Dismissed with Prejudice.



Dreiling, Derek

Justice of the Peace

Pyramid Lake Paiute Tribe

*Post Office Box 256
Nixon, Nevada 89424*

*Telephone: (775) 574-1000 / 574-1001 / 574-1002
FAX (775) 574-1008*

May 16, 2019

To Whom It May Concern:

This correspondence clarifies the reason for, and organization of, the removal of tribal horses from the Pah Rah Mountains, including the Palomino Valley area of Washoe County Nevada in January 2019.

The Perry Fire in the summer of 2018 burned extensive areas of the Pah Rahs destroying valuable habitat and displacing wildlife and livestock, including tribal horses. Following the wildfire, an interagency Burn Area Emergency Response (BAER) team analyzed the burned area and prepared a plan for re-vegetation. The BAER team included range management experts from the U.S. Bureau of Land Management (BLM), U.S. Forest Service, U.S. Fish and Wildlife Service, Nevada State Forestry, the Bureau of Indian Affairs (BIA), and the Pyramid Lake Paiute Tribe (Tribe). Typical of the recommendations following a wildfire, the BAER team recommended that all livestock be removed from areas to be re-seeded. Large ungulates such as cattle and horses can damage and destroy newly seeded areas.

The Tribe successfully sought a grant from the BIA for re-seeding critical habitat areas within the reservation. As a condition of approval, the BIA required the recommendations of the BAER team be followed including the removal of cattle and tribal horses from the area.

The population of tribal horses had grown tremendously in the past decade. For several years the Tribe has contemplated reduction of horse numbers and has done so in other areas that have burned within our reservation. Following the Perry Fire, a gather plan was formulated for tribal horses on the Pah Rahs and adjacent areas and was implemented by the tribe with full co-ordination with the BIA, BLM, and the Nevada State Department of Agriculture.

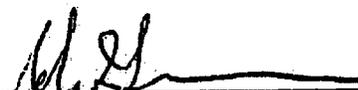
It must be clearly understood that Larry Johnson, of the Palomino Valley General Improvement District, in no way organized, instigated, coordinated, or facilitated this plan that was eventually implemented in January of this year.

We trust this sufficiently clarifies this issue.

Sincerely,



Alan Mandell – Vice Chairman



John Guerrero – Gather Supervisor

JHNSN000049

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of February 20, 2020

Total of all Bank Accounts:	Balance as of February 20, 2020 - Almost CD #5010	336,449.40
	Balance as of February 20, 2020 - A/P / General Ckg #4179	414.68
	Balance as of February 20, 2020 - P/R / Petty Cash #4430	17,000.00
	Total Cash In All Accounts	<u>353,864.08</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of January 16, 2019	283,874.21
Income for the Month		
Ad Valorem/Property Tax	59,245.88	
Consolidated Tax (CTX)	35,715.05	
LGTA/Fair Share	5,751.23	
Other Income	0.00	
TOTAL	100,712.16	
Interest Income	7.57	100,719.73
Transfer to Wells Fargo #4179	(29,500.00)	
Transfer to Wells Fargo #4430	(18,644.54)	(48,144.54)
	Balance as of February 20, 2020	<u>336,449.40</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of January 16, 2019	619.16
Transfer from Wells Fargo #5010	29,500.00	
Interest Income	0.06	29,500.06

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9765	3,030.79	Secretarial Services \$2,561.58, Accounting \$323.75, Office Supplies \$145.46	
Flyers Energy	9766	2,823.12	Fuel & Oil	
Granite Construction	9767	1,806.42	17.71 Tons Cold Patch @ \$102.00/ton	
Hoffman & Test	9768	435.00	Monthly retainer & travel to 12/19/2019 meeting	
Hoffman & Test	9774	90.00	Additional Work	
Nevada State Division of Water Resources	9769	350.00	Certificate Fee for Water Rights Permit 76937 (PBU Ironwood, 4 acre-feet)	
NV Energy	9770	288.43	Utilities - Electric	
Pyramid Business Services	9771	1,356.35	Monthly Bookkeeping, Payroll, Annual Payroll Filings	
Sierra Rental & Transport Co.	9772	19,337.50	Transportation of Material from Martin Marietta to upper Wilcox Ranch Rd and Right Hand Canyon Rd	
Sonsray Machinery LLC	9773	186.93	Parts for 580 SM Backhoe	
TOTAL		29,704.54		(29,704.54)
			Balance as of February 20, 2020	<u>414.68</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of February 20, 2020

<u>Wells Fargo - P/R / Petty Cash #4430</u>			Balance as of January 16, 2019	17,000.00
Transfer from Wells Fargo #5010		18,644.54		
Interest		0.34		18,644.88
Net Payroll		9,617.17	Net Payroll	
LJ's BECC 2/3/2020 Stmt				
Sani-Hut	LJ's CC	129.87	Monthly restroom bill	
Prominence	LJ's CC	2,902.71	Health Insurance	
SK's BECC 2/3/2020 Stmt				
Home Depot	SK's CC	97.84	Bow rake and shovels	
Superior Hydraulic & Fabrication	SK's CC	65.93	Hose for 580 SM Backhoe	
Costco	SK's CC	(19.01)	Refund of sales tax on battery for '05 Compactor	
Waste Management	SK's CC	29.16	Waste removal	
Alhambra (aka DS Services)	SK's CC	12.25	Monthly office water	
SK's BECC 3/3/2020 Stmt				
Verizon	SK's CC	35.03	Monthly cell phone bill	
Public Agency Compensation Trust	EFT	1,771.75	Workers' Compensation Qtr 2 2020	
PERS	5923	3,270.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS	732.18	Payroll Taxes	
		<u>\$18,644.88</u>		(\$18,644.88)
			Balance as of February 20, 2020	<u>17,000.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 2/19/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 02/20/2020 Meeting - Agenda Item 5.b.

TOTAL CASH IN ALL BANK ACCOUNTS AS OF FEBRUARY 20, 2020	353,864
ADDITIONAL REVENUE EXPECTED THROUGH AUGUST 31, 2020	290,301
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020	644,165
LESS AVERAGE MONTHLY EXPENSES (\$30,000) X 6 MONTHS	-180,000
LESS Hot Pot & Plow (\$10,500 max for both); Capital Outlay (\$75,000 - \$10,500 = \$64,500); Unexpected Repairs (\$5,000/mo x 6 months); Insurance (\$9,000 Jun or Jul); Workers' Comp \$1,772 (May) & \$2,400 (Aug)	-118,172
LESS RESERVE FUNDS (= ENDING FUND BALANCE PER BUDGET)	-80,000
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020	-378,172
NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020	265,993

Additional Revenue Expected Through August 31, 2020:

285,000	Ad Valorem	Mar '20 thru Aug '20	56,781
432,000	CTX	36,000 x 6	216,000
35,040	LGTA	2,920 x 6	17,520
752,040			290,301

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	16,522	478	
Other (non Road Maint)	13,000	10,684	2,317	
	30,000	27,206	2,794	
			A/P Acct Exps	29,705
Road Maintenance		21,144	P/R Acct Exps	18,645
TOTAL EXPENSES		48,349		48,349

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 02/20/2020 Actual Revenue Exceeds Estimated By:

\$17,811.56

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
March	0.00			
April (21%)	59,850.00			
May	0.00			
June	0.00			
July (2%)	5,700.00			
August	0.00			
	285,000.00	228,219.36	-56,780.64	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
March	36,000.00			
April	36,000.00			
May	36,000.00			
June	36,000.00			
July	36,000.00			
August	36,000.00			
	432,000.00	223,488.59	-208,511.41	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
March	2,920.00			
April	2,920.00			
May	2,920.00			
June	2,920.00			
July	2,920.00			
August	2,920.00			
	35,040.00	19,073.61	-15,966.39	

PALOMINO VALLEY GID BUDGET WORKSHEET FY2020-2021
#1 - February 20, 2020

	July 1, 2019 to Jan 16, 2020	Estimated at 6/30/2020	Proposed Budget FY21
Fund Balance	314,928.00	526,647	231,612
Income			
Ad Valorem	169,392.60	285,324	293,460
CTX Consolidated Tax	185,606.89	492,091	502,198
LGTA Special (Fair Share)	14,942.67	35,000	35,000
Interest Income	71.14	100	100
Other Income-FEMA Reimbursement	0.00	60,000	20,000
Total Income	<u>370,013.30</u>	<u>872,515</u>	<u>850,758</u>
TOTAL INCOME & FUND BALANCE	<u>684,941.30</u>	<u>1,399,162</u>	<u>1,082,370</u>
Expenses - Public Works			
Salaries & Wages			
Employee Compliance Expenses	85.00	100	200
Insurance-Workers' Comp	5,869.50	7,715	8,000
Payroll Direct Deposit Fees	113.75	200	200
Payroll Taxes	1,141.10	3,000	7,700
Salaries & Wages/Regular	71,554.50	148,985	121,900
Salaries & Wages/Seasonal	1,009.50	10,000	50,000
Total Salaries & Wages	<u>79,773.35</u>	<u>170,000</u>	<u>188,000</u>
Employee Benefits			
Insurance-Employee/Medical	18,855.51	33,000	36,600
PERS Employer Paid Expense	17,216.00	32,000	29,000
Total Employee Benefits	<u>36,071.51</u>	<u>65,000</u>	<u>65,600</u>
Services, Supplies, Other Chgs			
Accounting Services	15,694.70	25,000	25,000
Audit	10,250.00	10,250	10,750
Advertising	150.00	300	500
Equipment Maintenance Expense	31,479.03	40,000	30,000
Equipment Non-Depreciable	408.95	1,000	1,000
Equipment Rental	0.00	1,000	5,000
Fuel & Oil	15,126.09	30,000	35,000
Insurance-Liability/Auto/Equip	0.00	9,000	10,000
Legal Fees	3,415.00	6,500	7,000
Licenses and Permits	1,233.79	1,500	1,500
Office Supplies	1,369.73	2,400	2,000
Operating Supplies	2,864.87	6,000	7,000
Public Relations	0.00	250	250
Road Maintenance	382,568.82	700,000	551,110
Secretarial Services	11,247.97	20,000	20,000
Signs	2,056.70	2,200	2,000
Telephone	210.16	450	500
Utility/Waste Removal	1,467.31	1,700	1,000
Total Servs, Supps, Oth Chgs	<u>479,543.12</u>	<u>857,550</u>	<u>769,620</u>
Capital Outlay	0.00	75,000	75,000
TOTAL EXPENSES - PUBLIC WORKS	<u>595,387.98</u>	<u>1,167,550</u>	<u>1,022,795</u>
NET ORDINARY INCOME	<u>89,553.32</u>	<u>231,612</u>	<u>59,575</u>
Other Income/Expense			
Other Income			
Cash Rewards	579.22		500
Total Other Income	<u>579.22</u>		<u>500</u>
Other Expense			
Cash Rewards Annual Fee	75.00		75
Total Other Expense	<u>75.00</u>		<u>75</u>
NET OTHER INCOME	<u>504.22</u>		<u>425</u>
	<u>90,057.54</u>	<u>231,612</u>	<u>60,000</u>

Name of Entity: Palomino Valley GID												
Veh. #	Year	Make	Model	VIN #	GVW (Trucks) / # Pass. (Buses)	Class	Cost New	Actual Cash Value = 75% of Cost New	Premium = \$0.20 per \$100 ACV	ACV Less \$1,000 Deduct	Insurance Payout	Suggest No Physical Damage
1	1991	Chevrolet	Cheyenne Pick-Up	1GCDC14Z1MZ166830	Light	01499	\$ 1,000	\$ 750	\$ 1.50	\$ (250)	0	NPD
2	1992	Freightliner	Dump Truck	1FUY3LBB5NP478271	Heavy	21479	\$ 28,000	\$ 21,000	\$ 42.00	\$ 20,000	\$ 20,000	
3	1988	Chevrolet	Mini Dump R3013	1GBHR34J7JJ126157	Medium	21479	\$ 1,500	\$ 1,125	\$ 2.25	\$ 125	\$ 125	
4	1988	International S2500	Dump Truck	1HTZMGBR3JH569737	Heavy	21499	\$ 4,000	\$ 3,000	\$ 6.00	\$ 2,000	\$ 2,000	
5	1980	Ford F350	Flatbed F378	F37GRHA1980	Medium	21499	\$ 1,000	\$ 750	\$ 1.50	\$ (250)	0	NPD
6	2001	Ford	F450	1FDXW47F21EB93847	Medium	21499	\$ 60,000	\$ 45,000	\$ 90.00	\$ 44,000	\$ 44,000	
7	1995	Peterbilt	Water Truck	1XPFD99X3SD379461	Heavy	31499	\$ 45,000	\$ 33,750	\$ 67.50	\$ 32,750	\$ 32,750	
8	2005	International 7500	Water Truck	1HTWNAZT25J182660	Heavy	31499	\$ 88,100	\$ 66,075	\$ 132.15	\$ 65,075	\$ 65,075	
9	1985	Fruehauf Trailer	Belly Dump H40H	1H4H04026EJ036206	Trailer	68499	\$ 2,500	\$ 1,875	\$ 3.75	\$ 875	\$ 875	
10	1984	International	Transtar F4370	2HTDJXT6ECA14006	Heavy	31499	\$ 20,000	\$ 15,000	\$ 30.00	\$ 14,000	\$ 14,000	
11	1977	Zieman	Tilt Bed Trailer	ZB3931	Trailer	68499	\$ 1,100	\$ 825	\$ 1.65	\$ (175)	0	NPD
12	1997	Ford	Vactor Truck 2105-p	1FDYN80EXVVA39506	Heavy	31499	\$ 38,000	\$ 28,500	\$ 57.00	\$ 27,500	\$ 27,500	
							\$ 290,200					
							X .75					
							\$ 217,650	\$ 217,650				
							X .20					
							\$ 435.30		\$ 435.30	- \$4.65 =	\$ 430.65	

RESULTS OF AUDIT REQUEST FOR QUOTES

February 2020

	Actual	Proposed		
Auditor/Auditing Firm	2019	2020	2021	2022
Eide Bailly LLP	\$ 10,250	\$ 10,750	\$ 11,000	\$ 11,250
Clifton Larson Allen	N/A	No Response		
Gallina LLP	N/A	No Response		
Rife Silva & Co LLC	N/A	Not sending a quote		

PVGID OPERATIONS REPORT

Report Period 1/13/2019 to 2/16/2020

ATTACHMENT: 2/20/2020 Meeting Agenda Item 6f

ROADS GRADED AND COMPACTED:

[Grader Hours: 770 Grader 89 = hours; 670 Grader 18 = hours]

1. Roadrunner: Winnemucca – Ernie
2. Piute Creek: Whiskey Springs – End of Maintenance
3. Right Hand Canyon: Block House – 3300 RHC
4. Bacon Rind (S): Axe Handle – Sky Canyon
5. Bacon Rind (N)
6. Curnow Canyon: Axe Handle – End of Maintenance
7. Space Test
8. Wilcox Ranch: Quaking Aspen – Mid
9. Right Hand Canyon: Near 2400 RHC – near 2600 RHC
10. Amy (S): Wilcox Ranch – End, including shoulders and escapes

OTHER ROAD WORK:

1. Roadrunner: Add 12 yards of gravel at low spot at the end where cobble was added
2. Whiskey Springs: Pull shoulder backing on south side, Grass Valley – Broken Spur
3. Broken Spur: Sweep and patch 8 tons of cold mix, Morgan Ranch – Sharrock
4. Sharrock: Sweep and patch 9.5 tons of cold mix, Broken Spur – Amy
5. Pasture View: Install new 16x30 culvert near 4955
6. Pasture View: Install new 12x30 culvert near 5155
7. Amy (S): Install 16x40 culvert just past gang mailboxes
8. Crazy Horse: Install 16x30 culvert just past mailboxes
9. Wilcox Ranch: Install 18x40 spillway culvert near 2850 at Cottonwood Creek
10. Wilcox Ranch: Spread 2392 tons imported material, Quaking Aspen – Mid
11. Right Hand Canyon: Spread 340 tons imported material, near 2400 RHC – near 2600 RHC
12. Ironwood: N & S Shoulders cut and widen, Pyramid – 1 Mile South East

OTHER:

1. Chieftan drainage channel: Reclaim 250 yards of gravel bring to Wayside yard & screen

EQUIPMENT:

1. 580 Backhoe: Bad hydraulic hose R&R
2. '80 F350: Bad fuel pump R&R
3. '88 Int sander/patch truck: Build screed for patching
4. '01 F450: 1 Battery failed R&R "Warranty"
5. '05 IR Compactor: Repair window hinge and R&R seat

[New Text in Blue, Deleted Text in Red-Strikethrough]

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R1

ROADS ACCEPTED FOR MAINTENANCE AND
LEVELS OF MAINTENANCE DESIGNATIONS

WHEREAS, Resolution F06-R1 - Roads Accepted for Maintenance and Level of Maintenance Designation - was intended to supersede Resolution No. F77-R4 - Road Maintenance, Seasonal Roads - but the resolution, as written, did not specifically state that it superseded the earlier resolution; and;

WHEREAS, Resolution No. F93-R1 - Resolution for Accepting Seasonal and Future Roads for Normal Maintenance by Palomino Valley General Improvement District - was revised by Resolution No. F16-R2 - Revision of Resolution No. F93-R1 - Procedure for Accepting Roads for Maintenance by the PVGID and the Requisite Road Standards. The revised resolution did not include any language regarding roads designated and listed as "Seasonal Roads" in the 1977 resolution.

NOW, THEREFORE, be it RESOLVED:

1. This resolution supersedes previous resolutions F77-R4, F93-R1, and F06-R1 for maintenance of existing roads.
2. Acceptance of new roads for maintenance is covered by Resolution F16-R2.
3. The classification of "Seasonal Roads" described in previous resolutions is hereby terminated. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.
4. The ~~level of maintenance is summarized on the following, Table 1~~— list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended ~~October 2019~~ April 9, 2009 is attached and made a part hereto. This table list should be reviewed and possibly updated every five (5) years as growth occurs within the District.
5. The following procedure shall be followed to amend the list of Accepted Roads; which includes additions, deletions, and any change to a level of maintenance designation:

Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:

- Name of Road
- Portion of Road to be Added or Deleted (if applicable)
- Number of Miles to be Added or Deleted (if applicable)
- Level of Maintenance Designation (1, 2, or 3)

[New Text in Blue, Deleted Text in Red-Strikethrough]

6. The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution F06-R1 was written in 2006, ~~table is a list compiled primarily on~~ and generally correlates with the number of residences served. The LOM classifications are ~~It is~~ not a guarantee of how many times a year any particular road segment will be graded since ~~many~~ other factors such as weather events, and subgrade soil characteristics are also involved. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.
7. Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee _____, and seconded by Trustee _____, the foregoing Resolution was passed and adopted this ____ day of _____, 20__ by the following vote:

AYES: ____ NAYS: ____ ABSENT: ____ ABSTAIN: ____

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019

SUMMARY OF DATA

		MAY	DEC	
		2016	2019	DIFF
	Number of Homes within PVGID Boundaries	552	606	54
	Number of Homes using PVGID Maintained Roads*	497	549	52

Number and Percentage of Homes Being Served by the Main Collector Roads:

	Homes Served		Percentage	
	2016	2019	2016	2019
Ironwood Road	163	194	33%	35%
Whiskey Springs Road	149	163	30%	30%
Axe Handle Road	79	80	16%	15%
Range Land Road (East of Rebel Cause Road)	27	27	5%	5%
Miscellaneous Local Roads**	79	85	16%	15%
	497	549	100%	100%

* The difference between homes within PVGID boundaries and homes using PVGID maintained roads is the 57 homes that directly access Pyramid Highway (35 + 2 = 37) and Winnemucca Ranch Road (20).

** Miscellaneous Local Roads are Anniversary, Big Dog, Ernie, Jackrabbit, Kitty Green, Lost Spring, Peak, Prairie, Roadrunner, Theodore, Two Forty, Range Land - West of Rebel Cause, Grass Valley - West of Pyramid Hwy, and Grass Valley - East of Pyramid Hwy and several parcels North of Wayside presumed to access Pyramid Highway directly and not via Whiskey Springs.

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019

[Roads in **BOLD** are PVGID Maintained]

Accessing Pyramid Hwy via Ironwood:

Pah Rah Springs	3								
Jay Bird	1								
Tree Farm Rd & Ct	3								
Red Corral	2								
Serenity	6								
Basque Oven	6	21							
Wilcox Ranch	9								
Wilcox Ranch - East of Mid TOTAL		30							
	Safari - Mid	1							
	Goodher	2	33						
	Wilcox Ranch	4							
Wilcox Ranch - East of Quaking Aspen TOTAL			37						
	Guy	1							
	Microwave	1							
	Carrera	1							
	Hidden Canyon	1							
	Ireland Ct	2							
	O'Hara	1	7						
	Quaking Aspen	23							
	Quaking Aspen TOTAL		30						
	Twin Springs		13						
	Pioche	2							
	Chantry Flats	3							
	Yellow Tail	7							
	Yellow Tail TOTAL		12						
	Hay Canyon	1							
	Crazy Horse	6							
	Crazy Horse TOTAL		19						
	Morning Dove		2						
	Wilcox Ranch		7						
Wilcox Ranch - Between Quaking Aspen and Amy TOTAL			71						
			Wilcox Ranch TOTAL	108					

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019 (Page 2)

[Roads in **BOLD** are PVGID Maintained]

Accessing Pyramid Hwy via Ironwood (Contd):

	(From previous page) Wilcox Ranch TOTAL		108				
		Seth	1				
		Amy	15				
	Amy - South of Ironwood TOTAL		16				
	Morgan Ranch Ct	4					
	Pinto Ranch Ct	2					
	Wrangler Ranch Ct	4					
	Paloma Ranch Ct	2					
	Brandon Ranch Ct	7					
	Broken Spur - South (Chip Seal) TOTAL		19				
	Grass Valley East - South End		4				
	Sharrock - West of Amy		2				
	Sharrock - West of Amy TOTAL		25				
		James Ranch Ct	5				
		Panther Range Ct	4				
	Amy - North of Ironwood and South of James Ranch (Chip Seal)		3				
	Amy - North of Ironwood and South of James Ranch (Chip Seal) TOTAL		37				
	Pony Springs	4					
	Hockberry	2					
	Hockberry TOTAL		6				
	Mountain Lion		1				
	Tartan		1				
	Little Ironwood		1	9			
	Ironwood		24				
	Ironwood TOTAL		33				
	IRONWOOD GRAND TOTAL		194				

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019 (Page 3)

[Roads in **BOLD** are PVGID Maintained]

Accessing Pyramid Hwy via Whiskey Springs:									
		Piute Creek	9						
Whiskey Springs - East of Right Hand Canyon				6					
Whiskey Springs - East of Right Hand Canyon TOTAL				15					
		Thumbs Up/Raptor	2						
		Wrangler	3	5					
Right Hand Canyon				32					
Right Hand Canyon TOTAL				37					
				Sage Flat	6				
		Wayside	4						
Grass Valley East - North & South of Whiskey Springs				7					
Grass Valley East - North & South of Whiskey Springs TOTAL				11					
		Wolfen Ct	1						
		Allium Ct	1						
		Saddle Blanket	2						
		Eagle Place	2						
		Bootstrap	5	11					
Broken Spur - North of Morgan Ranch				8					
Broken Spur - North of Morgan Ranch TOTAL				19					
		Amy - North of James Ranch		10					
		Sky Eagle	1						
		Chieftan	2						
		Chieftan Total	3						
		Pasture View		12					
		Pasture View TOTAL		15					
Sharrock - Near Wild Horse				2					
		Crossover	4						
		Silver Horse	4						
		Flagstone	4	14					
		Wild Horse		21					
		Wild Horse TOTAL		35					
		Hidden Creek		4					
Whiskey Springs - West of Right Hand Canyon				11					
Whiskey Springs - West of Right Hand Canyon TOTAL				148					
WHISKEY SPRINGS GRAND TOTAL				163					

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019 (Page 4)

[Roads in **BOLD** are PVGID Maintained]

Accessing Pyramid Hwy via Axe Handle:

		Outback	2					
		Space Test	2	4				
		Curnow Canyon	18					
		Curnow Canyon TOTAL		22				
		Cactus Canyon	5					
		Juniper Saddle	3					
		Teacher	1	9				
		Bacon Rind - North	5					
		Bacon Rind - North TOTAL		14				
		Sage Canyon	6					
		Sky Canyon Dr & Ct	8	14				
		Bacon Rind - South	11					
		Bacon Rind - South TOTAL		25				
		Jackalope		4				
		Axe Handle		15				
		AXE HANDLE GRAND TOTAL		80				
Accessing Pyramid Hwy via Range Land:								
		Rebel Cause	7					
		Grey Van	9					
		Easy Jet	1	17				
		Range Land - East of Rebel Cause		10				
		RANGE LAND - EAST OF REBEL CAUSE - GRAND TOTAL		27				

PVGID - NUMBER OF HOMES PER ROAD SUMMARY AS OF DECEMBER 2019 (Page 5)

[Roads in **BOLD** are PVGID Maintained]

Accessing Pyramid Hwy via Winnemucca Ranch:									
		Peak	5						
Range Land - West of Rebel Cause				6					
Range Land - West of Rebel Cause TOTAL				11					
		Kitty Green	1						
		Ernie	2						
		Theodore	1	4					
		Roadrunner	2						
				Roadrunner TOTAL	6				
				Anniversary	4				
				Lost Spring	7				
				Two Forty	3				
				Peak	10				
Big Dog (Branding Iron)			3						
		Jackrabbit	10	13					
		Prairie	5						
				Prairie TOTAL	18	59			
				<i>Winnemucca Ranch</i>	<i>20</i>				
				Winnemucca Ranch TOTAL		79			
Accessing Pyramid Hwy via Grass Valley West:									
				Aerie	2				
				Grass Valley West	14				
				Grass Valley West TOTAL		16			
Accessing Pyramid Hwy via Grass Valley East:									
				Grass Valley East TOTAL		10			
Accessing Pyramid Hwy Directly:									
				Calle De Mariposa, Campo Rico, Encanto, Fantasy, Finley, Leilani, Partei Valley, Tres Ahlmeyer	11				
				Pyramid Hwy	26				
				Pyramid Direct TOTAL		37			
				GRAND TOTAL		606			

Homes Served By Miscellaneous Local Roads	
	11
	6
	4
	7
	3
	10
	18
	16
	10
	85

Regular Meeting
March 8, 2007

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F07-R1

POLICY FOR THE REMOVAL OF VEHICLES ABANDONED
WITHIN PVGID ROADWAY EASEMENTS

WHEREAS, there have been times when vehicles have been abandoned within PVGID roadway easements. The Washoe County Sheriff's Office does not have enforcement powers on private property (which include the GID roadway easements), and cannot assist in the removal of abandoned vehicles. To avoid liability for inaction and with the safety of the public in mind, the Board of Trustees desires to establish a procedure for removal of such abandoned vehicles.

Therefore, upon motion duly made, seconded and unanimously carried, it was:

RESOLVED, that the following procedure is to be followed when a vehicle is found to be abandoned within a PVGID roadway easement:

1. A 72-hour tow notice (see attachment) is to be posted on the vehicle.
2. If, after the allotted time has passed, the vehicle remains abandoned without the vehicle's owner contacting the GID with a satisfactory timeframe for removal, the GID's Operations Manager or a Trustee shall contact a local tow company and have the vehicle towed.

Board of Trustees of the Palomino Valley
General Improvement District

By: _____

Harold Shotwell, President

NOTE:

This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

NOTICE

Registered Owner: NRS 487.230 allows for the removal of abandoned motor vehicles from this location at the request of the person in control of this property who has reason to believe the vehicle has been abandoned.

**PLEASE DO NOT PARK
YOUR VEHICLE
AT THIS LOCATION**

If you fail to remove your vehicle within 72 hours from the time posted below, it will be towed at your expense per NRS 487.220

IF YOU CAN NOT COMPLY WITH THIS NOTICE
or if you have any questions please contact the
PVGID at (775) 848-6788

Date

Posted By

Time

Snow removal proposal from Don Otto

Donald Otto

Wed, Feb 19, 2020 at 1:37 PM

To: Palomino Valley Gid <palvalgid@gmail.com>

Kathy please forward this to Trustees to consider adding to Road maintenance guidelines:::: THX
(Inch depths are my suggestions)

Re: Snow removal on PVGID roads

- Snow removal on GID roads should commence when depths reach 6”+.
- If daytime forecast temps are above freezing and expected to melt snow, then removal should only commence on higher elevation roads and proceed till all those roads are passable. Any unsafe road conditions should be avoided until those conditions improve.
- Overtime authorized when 10”+ is encountered.
- Use LOM sequence as guideline for work when appropriate.

Regular Meeting
January 3, 1989
Minutes: page 382

RESOLUTION NO. F89-R1

**ADMINISTRATIVE
ROAD COMMITTEE AND PRIORITY ROADS FOR SNOW REMOVAL**

Trustee Dennis made a resolution to set up a road committee of three Trustees to determine how many people live on each road to use for planning road maintenance and give the report at the next meeting. The Trustees to serve on the committee are Mr. Pacini, Mr. Dennis and Mr. Carrera. Second was made by Trustee Foster, and passed unanimously.

The priority roads for snow removal will be as follows until further determinations can be made:

Ironwood to Fire Station
Fire Station to Whisky Springs
Whisky Springs to Amy
Amy to Wilcox
Wilcox to Quaking Aspen
Main roads in the other two sections of the valley

Regular Meeting
April 9, 1991
Minutes, Vol. II: page 541

RESOLUTION NO. F91-R1

**ROAD MAINTENANCE
SNOW REMOVAL**

Upon motion duly made and seconded it was unanimously approved to approve the resolution concerning snow removal:

RESOLVED that snow will removed from the District's roads at such time when its depth exceeds 6 inches. To ascertain snow depth throughout the valley, designated residents located in representative areas will be contacted by the District. If necessary, snow removal will be done on an overtime basis with the overtime being approved. In the event overtime is deemed necessary for the purpose of snow removal, the chairman of the Road Committee is charged with contacting the foreman.

RESOLVED FURTHER that the District will not be responsible for removing snow from private driveways and/or private roads.

Regular Meeting
January 26, 1993
Minutes Page 797

**MOTION NO. F93-M5
AMENDING RESOLUTION NO. F91-R1
SNOW REMOVAL ON PRIVATE ROADS AND DRIVEWAYS**

Upon motion by Trustee Joseph, seconded by Trustee Konesky and unanimously carried the Board voted to amend Resolution No. F91-R1 adopted by the Board on April 9, 1991 to read as follows:

RESOLVED that snow will be removed from the District's roads at such time when its depth exceeds 6 inches. To ascertain snow depth throughout the Valley, designated residents located in representative areas will be contacted by the District. If necessary, snow removal will be done on an overtime basis with the overtime being approved. In the event overtime is deemed necessary for the purpose of snow removal, the chairman of the Road Committee is charged with contacting the foreman.

RESOLVED FURTHER that the District will not be responsible for removing snow from private driveways and/or private roads.

RESOLVED FURTHER that the District will adhere to County policy under NRS 244.273 with respect to snow removal emergencies from private driveways and/or private roads.

RESOLUTION: SNOW REMOVAL

Snow removal on Palomino Valley General Improvement District roads will take place when snow depths reach 6 inches on the road surface. When this occurs on non-working days the employees will be called out and receive over-time wage rate for hours worked. It will be the responsibility of P.V.G.I.D. trustees to determine when the call out is needed. Notify the road committee trustee to initiate action.

This snow clearing priority is predicated on the traffic count that was performed by Washoe County and the judgement of the road foreman, and is subject to change as conditions warrant.

I BLADE

#2 BLADE

- | | |
|---|---|
| (1) Ironwood to Amy
Amy to Wilcox Ranch Rd.
Wilcox Ranch Rd. to gate. | (1) Whiskey Springs to end of
pavement and Right Hand
Canyon. |
| (2) All roads accessing Wilcox
Ranch Road. | (2) Axe Handle, Bacon Rind |
| (3) Remainder of Roads on
the east side of 445. | (3) Curnow & Spacetest. |
| | (4) Praire
Jack Rabbit
Anniversary
Lost Springs
Peak
Range Land and all roads
accessing Range Land. |

SNOW REMOVAL EMERGENCIES ON PRIVATE DRIVEWAYS

Residents should make every effort to hire snow removal contractors.

In the event that the PVGID performs snow removal on private driveways the resident requesting so shall sign a Hold Harmless clause and pay by check seventy-five dollars per hour for the service, minimum charge shall be twenty-five dollars.

Snow removal shall only be performed by the PVGID when a condition exists;

- (1) that places residents in a life threatening and/or harmful situation.
- (2) when delivery of heating fuel cannot be made.
- (3) when snow removal contractor cannot be obtained with-in a reasonable time frame.

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, March 19, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at approximately 6:03 p.m. Thursday, March 19, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Larry Johnson, Jim Currivan (by phone), Greg Dennis (by phone), and Donald Otto (by phone). Trustee Marty Breitmeyer was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (was available by phone, but was not called).

2. **Public Comment:**

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes – February 20, 2020:**

Per Trustee Currivan's comment regarding the second paragraph on page 3, Cathy Glatthar stated she would change the word "notice" to "inform."

Trustee Johnson asked to have several changes made, as follows:

Page 7, from: "He said Broken Spur, and less so on Sharrock, because of their poor subgrade soils, that surfacing will be in a continual state of ..." to: "He said Broken Spur, and less so on Sharrock, because of their poor subgrade soils, that surfacing will be in a continual state of deterioration."

Page 9, from: "There was some discussion about the quality of the aggregate, with Trustee Johnson talking about the benefits of a "dirty" base material." to: "There was some discussion about the quality of the aggregate, with Trustee Johnson talking about the benefits of a "dirty" base material with approximately 15% fines."

Page 10, Item 7. b. from: "Trustee Johnson stated the gentleman who made this request at the last meeting was not present tonight and this matter would be eliminated." to: "Trustee Johnson stated the gentleman who made this request at the last meeting was not present tonight and this matter would be postponed until, and if, we hear back from Mr. Lieman."

Trustee Otto made a motion to approve the minutes as amended. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:** Trustee Johnson verified that the Trustees calling in had received the set of documents for tonight's meeting including the transaction report (attached), and asked the Trustees if they had any questions on the bills? Trustee Otto asked if Pyramid Business Services for monthly bookkeeping was Vickie [DiMambro's] bill? Cathy Glatthar confirmed it was. Trustee Otto then referred to Cathy Glatthar's bill which included "Accounting

\$341.25” and asked Cathy to elaborate on that. Cathy explained her accounting charges were for any financial work she did such as the budget, the audit, and working with Vickie on the bills and the transaction report. In response to Trustee Otto’s question, Cathy explained Louie Test charged for additional work done on the wild horse lawsuit matter, whether or not the GID’s public comment notice was in compliance with Nevada Revised Statutes (which it was), and whether or not there were any Board of County Commissioner management policies established [when the BCC created the PVGID]*. In response to Trustee Otto’s comment, Cathy confirmed that the new equipment was titled (the Ranco end-dump trailer and the Peterbilt tractor).

Pam Roberts questioned the billing for the GID’s attorney, Louie Test. She said she understood that Mr. Test received a monthly retainer whether he attends a meeting or not, and she was aware that he hasn’t attended several meetings.

In response to Ms. Roberts’ comments about an incident that happened at the January meeting, Cathy clarified that the matter that Mr. Test reported on at the February meeting regarding public comment was based on the allegations made by Mr. Chesney at the January meeting.

Ms. Roberts said, as a taxpayer, she wanted some accountability for the money being paid to Mr. Test.

[*Correction: Louie Test’s additional work was for phone calls regarding abandoned vehicles, letters to property owners at the far east end of Quaking Aspen Road informing them the end of maintenance was being changed to Mountain Aspen Road, and, as correctly stated above, the wild horse lawsuit matter.]

In response to Trustee Otto’s question, Trustee Johnson explained Louie Test’s monthly retainer of \$400 is for Louie’s attendance at meetings and is the equivalent of one hour of legal time. He further explained it takes Louie 45 minutes to drive here and 45 minutes to drive back, and he spends two-to-three hours at the meeting. He said Louie is largely donating his time to the GID.

Trustee Dennis made a motion to approve the transaction report and pay the bills. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

b. Other Financial Reports: Cathy Glatthar referred to the Estimated Funds for Road Improvements report (attached). She reviewed several of the holdbacks, as follows:

- Capital Outlay: Remaining balance of \$17,000
- Martin Marietta: Approximately \$15,000 for aggregate; billing still not corrected
- Pavement Edge Reinforcement Project: \$100,000 (if approved)

Cathy stated the net operating funds for road improvements as of August 31, 2020 is estimated to be \$172,231.

Cathy explained the capital outlay balance of \$17,000 is for the current [fiscal] year that ends on June 30th (which may increase if Shawn is able to sell some of the old equipment). She stated the capital outlay budget for the next [fiscal] year that starts on July 1st, is \$75,000 and she suggested not spending anything on capital outlay in the new fiscal year until after the [summer] road improvement projects have been completed.

- c. **Finalize Tentative Budget for Fiscal Year 2020-2021:** Cathy Glatthar reported this item could be skipped because there were no material changes since last month's meeting, and the Board approved the tentative budget at last month's meeting.
- d. **Designation of Auditor/Auditing Firm:** Cathy Glatthar explained, as discussed at last month's meeting, she sent out a request for quotes to four auditing firms certified to conduct government audits, and only one firm, Eide Bailly (our current auditing firm), responded (see attached). She stated Eide Bailly gave us quotes for three years, as follows: 2020 - \$10,750, 2021 - \$11,000, and 2022 - \$11,250. Cathy recommended that the Board approve all three years.

In answer to Pam Roberts' question, Cathy said there is no rule that an auditing firm can only conduct an audit of the same agency for so many years.

Trustee Currivan made a motion to designate Eide Bailly as the auditing firm for next three years as stated above. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

5. **Road Maintenance Reports:**

- a. **Road Reports:** Trustee Johnson said we have almost a total lack of maintenance requests. He stated we've received some much-needed moisture and Shawn is grading roads. He said he has asked Shawn to make a list of roads that need some form of improvement due to various conditions, as follows:

1. Fine-grain subgrades (i.e. Broken Spur, Roadrunner)
2. Rocky subgrades that need to be covered up with aggregate
3. Decomposed granite (DG)/sandy soils (i.e. Bacon Rind)

Trustee Johnson stated he wanted the Board to give this some thought and he wanted to start addressing these roads and fixing them little-by-little. He said he wanted to form a long-term plan for improvement so residents could see there's hope for the future. He said Trustee Dennis had recommended that we also look at our annual road improvement projects and put together a five-year plan. Trustee Johnson said this would help us to know approximately what the major road projects would be in the future. He cautioned that such future plans could be derailed by severe winter storms and flooding such as what happened in the winter of 2017.

Trustee Otto said the work that was done on the front end of Ironwood to push back the ditches and eliminate the windrows and sage brush looks fantastic. He said he hoped to see more of that type of work, and hoped the sage brush could be kicked back like that on Wilcox Ranch Road east of Quaking Aspen, especially in the blind curves.

Trustee Johnson said that could be added to the list of future projects.

In response to Trustee Otto's comment, Trustee Johnson said he plans on having a face-to-face meeting with Martin Marietta (MM) to discuss the special material needs the GID has and see if MM will work with us.

Shawn Kelly said he talked with Rick (MM salesman) and Rick was going to talk to the plant manager.

Trustee Johnson said he will need to talk to the plant manager about specific gradations.

- b. 2020 Pavement Edge Reinforcement Project - Review Bids and Possible Award of Contract:** Trustee Johnson explained, per NRS, contracts less than \$100,000 are not subject to prevailing wage and do not have to be advertised. He said according to NRS, we have to solicit bids from three qualified bidders and we sent it out to four: A & K Earth Movers, Granite, Q & D, and SNC [Sierra Nevada Construction]. He said we received only one quotation from SNC, which mirrored their prices from last year; no price increase (see attached). He stated the contract calls for the work to be done by May 1st, but that may not be possible with the health issues we are experiencing [Coronavirus/COVID-19].

In response to Trustee Dennis' concern, Trustee Johnson said we need two days of good weather and he thought that would not be a problem and not require a delay.

Trustee Dennis stated that the edge paving done last year has really worked, and it's necessary for the preservation of the [Cape-sealed] roads.

In answer to Trustee Otto's questions about the \$89 per ton for the material, Trustee Johnson explained that price included trucking the material to the site and sometimes those trucks have to wait to fill the hopper of the paving machine. He said the quoted amounts, of course, include SNC's profit, but he had no idea of the amount. Trustee Johnson added to put that in perspective, we pay \$105 per ton for cold patch and we have to truck it, so \$89 a ton is a good price.

Trustee Dennis made a motion to award the contract to SNC and authorize Trustee Johnson to issue the notice to proceed and administer the contract and the project. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

Trustee Johnson mentioned he is getting unit prices for a four-foot-wide strip of chip seal for the full length of these areas of edge reinforcement; 14 edge miles. He said he would have this information at the next meeting for the Board's consideration. He added that he would have a whole series of unit costs for options that are appropriate to Right Hand Canyon Road and various other roadways.

- c. Operations Manager's Report Including Surplus Equipment and Vehicles:** In response to Trustee Otto's comments, Shawn said with the rain, he has worked on the roads with aggregate surfacing by bringing the material in from the edges and then compacting it. He said they plan on using two graders next week on roads west of Pyramid Highway, if it dries out enough; otherwise they will continue grading and compacting other roads.

Shawn Kelly asked for permission to sell a number of old vehicles and equipment (i.e. 1991 pickup truck, 1984 International tractor, old roller, old compressor, old fuel tank, etc.). Trustee Johnson said that was appropriate and asked if anyone had any objection? Shawn mentioned there were several items at the Ironwood pit that needed to go and probably would be sold as scrap. Trustee Otto asked about the old dump truck with the sand spreader on it. Shawn explained that vehicle has been converted into an asphalt-patching truck and it holds six tons of patching material.

Trustee Dennis made a motion to authorize Shawn to dispose of the surplus vehicles and equipment. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

6. Old Business: None

7. New Business: None

8. Calendar Review: Cathy Glatthar reported the next meeting is April 16th.

- Cathy said by March 30th, she will notify the Department of Taxation of the auditor designation made tonight.
- Cathy stated she will send two copies of the tentative budget to the Department of Taxation by April 15th.
- Cathy stated Shawn Kelly will need to submit the throughput report for the aggregate pits by April 20th to the Air Quality Management Division.

9. Correspondence:

- Cathy Glatthar said they received a letter from attorney Terry Friedman (see attached) regarding Right Hand Canyon Road. She stated that matter was removed from tonight's agenda because of the health issues. Trustee Johnson added that Mr. Friedman's letter stated the residents in Right Hand Canyon had heard that the Board was intending to tear up the existing 1.7 miles of pavement, and Mr. Friedman had been retained to seek a court injunction, if necessary. Trustee Johnson said he called Mr. Friedman and explained that this Board had no intention of tearing up that existing pavement, although it is deteriorating all on its own. He said we have patched and will continue to patch, and the far end (approximately three tenths of a mile) will get covered with aggregate material.
- Trustee Johnson reported receiving the water rights certificate for one of the four-acre-foot permits in the Ironwood well.

10. Public Comment:

Pam Roberts thanked Shawn for having the tumbleweeds that covered about a quarter of a mile of Broken Spur removed.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

11. Board Member and Staff Items:

- Trustee Johnson stated that a number of the items that were removed from tonight's agenda will be put back onto the April agenda.
- Cathy Glatthar stated seven candidates (see attached) signed up for the three open seats in this year's election and there will be a primary run off to eliminate one candidate. She said the remaining six candidates will be on the general election ballot.
- Cathy wanted all the candidates to be aware of the candidate reporting deadlines (see attached). She said those reports can be filed all at once, and amended later, if need be.

12. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 6:55 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of March 19, 2020

Total of all Bank Accounts:	Balance as of March 19, 2020 - Almost CD #5010	303,483.46
	Balance as of March 19, 2020 - A/P / General Ckg #4179	718.21
	Balance as of March 19, 2020 - P/R / Petty Cash #4430	17,000.00
	Total Cash In All Accounts	<u>321,201.67</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of February 20, 2020	336,449.40
Income for the Month		
Ad Valorem/Property Tax	178.84	
Consolidated Tax (CTX)	42,305.79	
LGTA/Fair Share	4,686.50	
Other Income	<u>0.00</u>	
TOTAL	47,171.13	
Interest Income	7.67	47,178.80
Transfer to Wells Fargo #4179	(65,500.00)	
Transfer to Wells Fargo #4430	(14,644.74)	(80,144.74)
	Balance as of March 19, 2020	<u>303,483.46</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of February 20, 2020	414.68
Transfer from Wells Fargo #5010	65,500.00	
Interest Income	0.48	65,500.48

NAME	CK #	AMOUNT	DESCRIPTION	
Gensburg & Sons Inc.	9776*	20,000.00	2002 Ranco End Dump	
Gib Ketcherside	9778*	38,000.00	2002 Peterbilt 379 Tractor	
Catherine Glatthar	9779	1,937.18	Secretarial Services \$1,249.08, Accounting \$341.25, Office Supplies \$346.85	
Flyers Energy	9780	1,416.41	Fuel	
Hoffman & Test	9781	940.00	Monthly retainer (\$400) & additional work (\$540)	
Napa	9782	186.05	Fuel pump for 1980 F350 truck \$24.79, Shop supplies \$151.25, Return Battery Charger -\$189.99, Tire Bead Seating Tool \$200	
Nevada Public Agency Insurance Pool	9783	1,000.00	Deductible for Small Claims Court Complaint 5/10/19 (aka Horse Lawsuit)	
NV Energy	9784	230.64	Utilities - Electric	
Pyramid Business Services	9785	980.40	Monthly Bookkeeping, Payroll	
TEC Equipment	9787	506.27	Batteries and starter for 2005 Intl water truck \$445.00, Bungee Cords (20) for shop \$18.40, Equipment Tie Down Chains \$42.87	
	TOTAL	<u>65,196.95</u>		(65,196.95)
			Balance as of March 19, 2020	<u>718.21</u>

* Corrected Check Numbers

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of March 19, 2020

<u>Wells Fargo - P/R / Petty Cash #4430</u>		Balance as of February 20, 2020	17,000.00
Transfer from Wells Fargo #5010		14,644.74	
Interest		0.27	14,645.01
Net Payroll		7,629.54	Net Payroll
LJ's BECC 3/3/2020 Stmt			
Sani-Hut	LJ's CC	129.87	Monthly restroom bill
Prominence	LJ's CC	2,902.71	Health Insurance
Wells Fargo	LJ's CC	(551.31)	Cash Back Credit
SK's BECC 3/3/2020 Stmt			
Waste Management	SK's CC	29.16	Waste removal
Alhambra (aka DS Services)	SK's CC	12.25	Monthly office water
TEC Equipment	SK's CC	140.55	Air lines, electrical connector, and 7-way socket for 2002 Peterbilt tractor
SK's BECC 4/3/2020 Stmt			
DMV	SK's CC	37.25	Title fee for 2002 Ranco End Dump
DMV	SK's CC	37.25	Title fee for 2002 Peterbilt 379 Tractor
Cashman Equipment Company	SK's CC	75.76	Thermostat and housing for Wayside Generator
TEC Equipment	SK's CC	672.01	Exhaust pipe clamps and muffler for 2002 Peterbilt tractor \$186.05, Exhaust pipe clamps and muffler for 95 Peterbilt water truck \$104.94, Exhaust pipe clamps and muffler for 92 Freightliner dump truck \$104.94, Shop Supplies \$276.08
Silver State International	SK's CC	328.83	Brake clean for shop, Coupling for 95 Peterbilt water truck, Gland and packing kit for 2005 Intl water truck
Home Depot	SK's CC	12.95	Bernzomatic cylinder & paint for shop
Verizon	SK's CC	35.03	Monthly cell phone bill
PERS	5923	2,616.00	PERS Monthly Payment
Federal 941 Payment	EFTPS	537.16	Payroll Taxes
		<u>\$14,645.01</u>	(\$14,645.01)
			Balance as of March 19, 2020 <u>17,000.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board:  3/18/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 03/19/2020 Meeting - Agenda Item 4.b.

TOTAL CASH IN ALL BANK ACCOUNTS AS OF MARCH 19, 2020	321,202
ADDITIONAL REVENUE EXPECTED THROUGH AUGUST 31, 2020	251,202
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020	572,403
LESS AVERAGE MONTHLY EXPENSES (\$30,000) X 5 MONTHS	-150,000
LESS Capital Outlay (\$75,000 - \$58,000 = \$17,000); Martin Marietta ~\$15,000; Unexpected Repairs (\$5,000/mo x 5 months); Insurance (\$9,000 Jun or Jul); Workers' Comp \$1,772 (May) & \$2,400 (Aug); Pavement Edge Reinf Proj \$100,000	-170,172
LESS RESERVE FUNDS (= ENDING FUND BALANCE PER BUDGET)	-80,000
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020	-400,172
NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020	172,231

Additional Revenue Expected Through August 31, 2020:

285,000	Ad Valorem	Apr '20 thru Aug '20	56,602
432,000	CTX	36,000 x 5	180,000
35,040	LGTA	2,920 x 5	14,600
752,040			251,202

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	13,685	3,315	
Other (non Road Maint)	13,000	66,157	-53,157	
	30,000	79,842	-49,842	
			A/P Acct Exps	65,197
Road Maintenance		0	P/R Acct Exps	14,645
TOTAL EXPENSES		79,842		79,842

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 03/19/2020 Actual Revenue Exceeds Estimated By:

\$26,062.69

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
April (21%)	59,850.00			
May	0.00			
June	0.00			
July (2%)	5,700.00			
August	0.00			
	285,000.00	228,398.20	-56,601.80	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
April	36,000.00			
May	36,000.00			
June	36,000.00			
July	36,000.00			
August	36,000.00			
	432,000.00	265,794.38	-166,205.62	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
April	2,920.00			
May	2,920.00			
June	2,920.00			
July	2,920.00			
August	2,920.00			
	35,040.00	23,760.11	-11,279.89	

RESULTS OF AUDIT REQUEST FOR QUOTES

February 2020

	Actual	Proposed		
Auditor/Auditing Firm	2019	2020	2021	2022
Eide Bailly LLP	\$ 10,250	\$ 10,750	\$ 11,000	\$ 11,250
Clifton Larson Allen	N/A	No Response		
Gallina LLP	N/A	No Response		
Rife Silva & Co LLC	N/A	Not sending a quote		

CONSTRUCTION DOCUMENTS

2020 PAVEMENT EDGE REINFORCEMENT PROJECT

PALOMINO VALLEY, NEVADA

Prepared by:

Palomino Valley General Improvement District

9732 Pyramid Hwy, #407

Sparks, NV 89441

March 2020

INSTRUCTIONS TO BIDDERS

Emailed proposals will be received by The Palomino Valley General Improvement District (PVGID) until March 19, 2020 at 3:00 p.m. for the construction of road improvements, as shown and set forth in the Plans and Specifications.

All proposals shall be made on the blank form of the Bid Proposal attached hereto and must give the unit price for the work in accordance with the Plans and Specifications, which are hereby made a part of the contract.

In order to assure consideration, the Proposal shall be emailed to palvalgid@gmail.com with the subject line as follows: "Proposal, DO NOT OPEN UNTIL March 19, 2020 at 3:00 p.m."

The Board of Trustees reserves the right to reject any or all bids or waive informalities or to accept the proposal deemed best for their interests. The Contract will not be awarded on a split contract basis.

Should a Bidder find discrepancies in or omissions from the drawings or contract documents, or should he be in doubt as to their meaning, he should at once (prior to bid opening) notify Larry Johnson – Trustee (775) 772-6289, who may send written instructions to all bidders.

The Board of Trustees reserves the right to hold the bids for a maximum of thirty (30) days before awarding the Contract. Construction is scheduled for March and April 2020.

Copies of all addenda and/or bulletins issued to prospective bidders shall be attached to the Bid Proposal. Failure of the Bidder to attach said addenda or bulletins may be considered grounds for rejection of the bid.

The lowest responsive and responsible Bidder will be verbally notified after the bids are opened and analyzed. The Contractor may be issued a Notice to Proceed by March 20, 2020. Work may start as early as March 23, 2020 and the project must be completed by May 1, 2020. The work shall be diligently prosecuted to completion.

No bids will be accepted from a Contractor who is not licensed in accordance with the law under the provisions of Chapter 186, Statutes of Nevada, 1941, as currently amended.

The Bidder to whom an award is made will be required to promptly execute the enclosed Contract.

Contracts for work under this proposal will obligate the Contractors and Subcontractors not to discriminate in employment practices.

Bidders must, if requested, submit a compliance report concerning their employment practices and policies in order to maintain their eligibility to receive the award of the Contract.

It is understood that Nevada Industrial Commission coverage for all employees, and any other insurance required by law, are distinctly the duty of the Contractor.

BID PROPOSAL

Gentlemen:

The Undersigned, as Bidder, declares that he has carefully examined the location of the proposed work and the plans and specifications. Therefore, if this proposal is accepted, the Bidder will contract with the PVGID, at his own cost and expense, furnish all materials, labor and equipment necessary to completely perform said contract in the manner and the time prescribed by said contract, plans and specifications, and in accordance with the requirements of the PVGID, and to do all things provided or called for by said contract. He will also execute and/or provide all insurance certificates required by law and/or by said contract, all in accordance with and subject to all applicable laws, and that he will take in full payment, therefore, the following prices:

Item No.	Description of Work	Quantity	Unit Price
1.	Placement of Type 3 plantmix asphalt concrete as edge reinforcement to existing Cape seal surfacing, with tack/prime coat, compaction and finishing, including all labor, material, and equipment, complete in place.	2 Days	\$ <u>9,900.00</u> /Day
2.	Type 3 asphalt concrete plantmix	Approximately 890 tons	\$ <u>89.00</u> /ton

The PVGID may, at its sole discretion, add to or subtract from the lineal footage completed.

The Undersigned agrees, if awarded the contract, to complete it by May 1, 2020, and further agrees that from the compensation otherwise to be paid, the PVGID may retain the sum of One Hundred Fifty Dollars (\$150.00) for each day thereafter, Sundays and Holidays included, that the work remains uncompleted, and is agreed that this sum is the proper measure of liquidated damages which the PVGID shall sustain per diem by the failure of the Undersigned to complete the work in the time stipulated, and this sum is not to be construed in any sense a penalty.

DATE: March 19, 2020

NAME OF FIRM: Sierra Nevada Construction, Inc.

BY: 

NAME: Kevin L. Robertson TITLE: President

ADDRESS: P.O. Box 50760

Sparks, Nevada 89435

PHONE NUMBER: 775-355-0420

CONTRACTOR'S LICENSE NO. 25565

WITNESS:



INSURANCE REQUIREMENTS

Before commencing the work, Contractor shall provide PVGID with both Certificates of Insurance (for all coverages) and additional insured endorsements.

1. Workers' Compensation in an amount not less than that required by law and as follows:

Coverage A: Statutory Policy Form

Coverage B: Employer's Liability:

Bodily Injury by Accident: \$1,000,000 each accident

Bodily Injury by Disease: \$1,000,000 policy limit; \$1,000,000 each employee

2. Commercial Auto Coverage (covering owned autos, hired autos and non-owned autos) not less than as follows:

Combined Bodily Injury and Property Damage: \$1,000,000 each accident

3. Comprehensive General Liability of not less than \$1,000,000 Combined Single Limit Bodily/Property Damage per occurrence; or Commercial General Liability with limits of liability not less than as follows:

Each Occurrence: \$1,000,000

Personal Advertising Injury: \$1,000,000

Products/Completed Operations Aggregate: \$1,000,000

General Aggregate (other than Products/
Completed Operations): \$1,000,000

The Palomino Valley General Improvement District shall be named as additional insured.

FORM OF CONTRACT

THIS CONTRACT, executed in triplicate this _____ day of _____, 2020, between _____, hereinafter called the "Contractor," and the Palomino Valley General Improvement District, hereinafter called the "PVGID;"

WITNESSETH:

WHEREAS, the PVGID has caused to be prepared contract documents for the work herein described, and

WHEREAS, the Contractor has submitted to the PVGID a proposal for the construction of the proposed work consisting of the 2020 Pavement Edge Reinforcement Project, all in accordance with the contract documents, which are on file, and in accordance with the terms of this contract, and

WHEREAS, the PVGID has examined the proposal submitted and, as a result, has determined and declared the Contractor to be the best bid for the contract and has duly awarded the Contractor a contract for the work, and the costs set forth in the proposal,

NOW, THEREFORE, THIS CONTRACT WITNESSETH:

1. The Contractor shall provide and pay for all materials, labor, water, tools, equipment, light, power, transportation, and other facilities necessary for the execution and completion of the work described and set forth in the contract documents.
2. Upon verification by the PVGID that the Contractor has satisfactorily completed the work in conformity with the contract documents, the PVGID will pay the Contractor at the unit cost per item as set forth in the proposal.
3. It is expressly understood and agreed that all work done by the Contractor shall be subject to inspection and acceptance by the Palomino Valley General Improvement District, and that any progress inspections and approval of any item of work shall not forfeit the right of the PVGID to require the correction of faulty workmanship or material at any time during the course of the work, although previously approved by oversight and nothing herein contained shall relieve the Contractor of his responsibility of proper construction and maintenance of the work, materials, and equipment required under the terms of this contract until all work has been completed and accepted by the PVGID.
4. The Contractor further agrees that work on said improvements may start as early as March 23, 2020 and shall be completed by May 1, 2020.
5. The contract documents listed below are hereby referred to and made a part of this contract by reference:
 - a. Bid Proposal
 - b. Insurance Requirements
 - c. Form of Contract
 - d. Plans and Specifications
 - e. *Standard Specifications for Public Works Construction (2018)*

FORM OF CONTRACT (Continued)

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as of the day and year first written above.

“CONTRACTOR”

By: _____

Name: _____

Title: _____

“PVGID”

Palomino Valley General Improvement District

By: _____

Name: _____

Title: _____

PLANS AND SPECIFICATIONS

I GENERAL CONDITIONS

- The General Conditions are hereby included by reference to “Part I General Provisions,” as set forth in the *Standard Specifications for Public Works Construction (SSPWC) “Orange Book”*.

- Fair Employment Practices - Per Nevada Revised Statutes (NRS) 338.125:

In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation, gender identity or expression, or age, 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 contractor further agrees to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

- Preferential Employment in Construction of Public Works - Per NRS 338.130:

1. In all cases where persons are employed in the construction of public works, preference must be given, the qualifications of the applicants being equal:

(a) First: To persons who:

(1) Have been honorably discharged from the Army, Navy, Air Force, Marine Corps or Coast Guard of the United States, a reserve component thereof or the National Guard; and

(2) Are citizens of the State of Nevada.

(b) Second: To other citizens of the State of Nevada.

2. Nothing in this section shall be construed to prevent the working of prisoners by a public body on a public work.

If the provisions of this section are not complied with by the contractor engaged on the public work, the contract is void, and any failure or refusal to comply with any of the provisions of this section renders any such contract void.

- Provisions Requiring Use of Method of Alternate Dispute Resolution Before Initiation of Judicial Action - Per NRS 338.150:

The use of a method of alternate dispute resolution is required before initiation of a judicial action if a dispute arising between the public body and the contractor engaged on a public work cannot otherwise be settled.

- Provision requiring persons who provide labor, equipment, materials, supplies or services for public work to comply with all applicable state and local laws - Per NRS 338.153:

Each contractor, subcontractor and other person who provides labor, equipment, materials, supplies or services for this public work must comply with the requirements of all applicable state and local laws, including, without limitation, any applicable licensing requirements and requirements for the payment of sales and use taxes on equipment, materials and supplies provided for the public work.

- Payments to Contractor - Per NRS 338.510 and 338.515:

The Contractor shall submit a progress bill to the PVGID on or before the Friday preceding the third Thursday of the month, otherwise payment will not be made until the next Board of Trustees meeting (the third Thursday of each month).

Not more than 90 percent of the amount of any progress payment will be paid until 50 percent of the work required by the contract has been performed. Thereafter, any of the remaining progress payments will be paid without withholding additional retainage if, in the opinion of the PVGID, satisfactory progress is being made on the project.

II SPECIAL CONDITIONS

1. Scope

The project consists of reinforcing the edges of existing Cape seal in intermittent, selected segments of Ironwood Road and Whiskey Springs Road in Palomino Valley, Washoe County, Nevada. Edge reinforcement shall consist of Type 3 asphalt concrete plantmix placed with a shoulder paver or other approved pavers capable of placing a narrow strip of pavement as narrow as two (2) feet. The asphalt concrete shall be placed in a nominal, one-inch thickness over the edge of the existing Cape seal a typical horizontal width of 12 inches, and beyond the edge of the Cape seal a typical width of 12 to 18 inches of variable depth (typically 2 to 3 inches). The existing edge of Cape seal is irregular so that the width of paving will vary. The inside edge of the new pavement shall be feathered to the extent practical to match the surface of the existing Cape seal. The pavement shall be compacted with at least three (3) complete passes with a small drum roller. The area to be paved shall receive a tack/prime coat prior to paving. The PVGID will delineate limits of paving and will prepare Cape seal and subgrade surfaces.

2. Measurement and Payment

Pavement edge reinforcement placement shall be paid at the unit price bid for this item per lineal foot completed. Due to the variable width and depth of the pavement, the material (Type 3 asphalt concrete plantmix) will be paid for separately based upon the tonnage placed at the unit price bid for this item. The PVGID reserves the right to increase or decrease quantities so that the project stays within budget.

III TECHNICAL CONDITIONS

Asphalt concrete pavement shall be placed in accordance with the applicable requirements of Section 320 of the *Standard Specifications for Public Works Construction* (2018). Asphalt cement and asphalt emulsion shall conform to Section 201 for PG64-22. Asphalt aggregate shall conform to Section 200.02.03 for Type 3 gradations.

PVGID OPERATIONS REPORT
Report Period 2/17/2020 to 3/15/2020
ATTACHMENT: 3/19/2020 Meeting Agenda Item 5. g.

ROADS GRADED AND COMPACTED:

[Grader Hours: 770 Grader = 43 hours; 670 Grader = 33 hours]

1. Prairie: Winnemucca – Jackrabbit
2. Bacon Rind S: Axe Handle – Sky Cyn
3. Bacon Rind N: Axe Handle – End
4. Rebel Cause
5. Range Land: Peak – Winnemucca
6. Sage Flat
7. Grass Valley: Whiskey - Turf Farm
8. Wild Horse: Whiskey – End
9. Crossover

OTHER ROAD WORK:

1. Ironwood: Slope shoulder using 770 grader, compactor & pull broom
2. Near 4700 Pasture View: Cut new drainage swale

OTHER:

1. Check out and purchase 2002 Peterbilt tractor & 2002 Ranco End-Dump Trailer
2. In town: Check out prospective water tank for '95 Peterbilt water truck - "no good".
Purchase various parts.
3. DMV: Take Peterbilt tractor & Ranco trailer to get VIN Inspection, Title and Registration,
Install plates

EQUIPMENT:

1. 770 grader: R&R cutting edges, Lube, Rotate right steer tire to right front rear, Install new evaporator, Pull vacuum fill with pag oil and Freon
2. 05 International water truck: R&R Starter and batteries
3. 84 Int. Tractor & belly-dump trailer: Air system gummed up, Pull air lines and put deicer in air system
4. Zieman tilt trailer: Welding repairs
5. 02 Peterbilt tractor: Safety check, Lube, Remove all old decals, R&R air lines and 7-way electric line, Add 4-way pin connector to operate gates on belly-dump and end-dump trailers, Replace one brake maxi pod, Install block heater
6. 02 Ranco end-dump trailer: Lube, Safety Check
7. Generator at Wayside: Alarm for two codes: 1) Charging problem - One of the wires to the regulator was loose and had a stripped nut, Took nut off, installed spacer bushing and put new nut on and tightened; Charging fine now. 2) Coolant temperature problem - The thermostat was not opening on time, R&R Thermostat
8. 84 Int Tractor & 88 Int Bobtail: Swapped steer tires
9. 05 Int water truck: Installed new split gland and packing in water pump

February 26, 2020

Cathy Glatthar
9732 Pyramid Hwy #407
Sparks, NV 89441

Dear Ms. Glatthar and Homeowners Association Representatives:

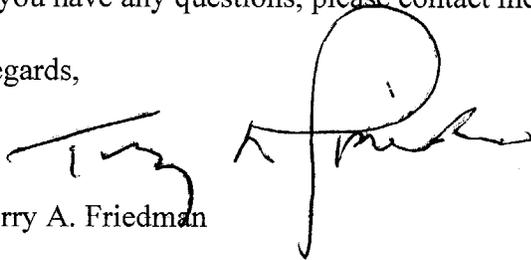
I have been contacted in a professional capacity by some homeowners in the Whiskey Springs Road and Palomino Valley area, in Washoe County Nevada. I likewise reside in that area.

Base rock has been placed on a portion of the road easement, and there is a community belief that the entirety of the 1.7 mile previously paved area is to be abandoned or otherwise removed, which is directly contrary to the interest of the adjacent homeowners.

We formally request a hearing with the association and a notice if any portion of that effort is to commence so that we may seek injunction.

If you have any questions, please contact me at my office number 775-322-6500.

Regards,

A handwritten signature in black ink, appearing to read 'Terry A. Friedman', with a large, stylized initial 'T' and 'F'.

Terry A. Friedman

2020 Candidates for the 3 PVGID Open Seats

Tom Baker	2200 Right Hand Canyon Rd
Larry Chesney	6055 Rebel Cause Rd
James Currivan	4705 Axe Handle Canyon Rd
Daniel Gugich	2700 Right Hand Canyon Rd
Christopher "Dan" Helton	2800 Right Hand Canyon Rd
Donald Otto	6755 Quaking Aspen Rd
John Patterson	105 Paloma Ranch Ct

THERE WILL BE A PRIMARY RUN-OFF ELECTION

With seven candidates for three seats, there will be a primary run-off, and the top six from the primary election will continue on to the general election.

2020 ELECTION DATES

PRIMARY ELECTION: Tuesday, June 9, 2020

Early Voting: May 23 - June 5, 2020

Deadline to request an Absentee Ballot: May 26, 2020

GENERAL ELECTION: Tuesday, November 3, 2020

Early Voting: October 17 - October 30, 2020

Deadline to request an Absentee Ballot: October 20, 2020

CANDIDATE REPORTING FOR 2020

Contributions and Expenses (C&E) Report Dates

Name of Report	Time Period Covered in Report	Report Due
Annual C&E Report	January 1, 2019 - December 31, 2019	January 15, 2020
C&E Report #1	January 1, 2020 - March 31, 2020	April 15, 2020
C&E Report #2	April 1, 2020 - June 30, 2020	July 15, 2020
C&E Report #3	July 1, 2020 - September 30, 2020	October 15, 2020
C&E Report #4	October 1, 2020 - December 31, 2020	January 15, 2021
Annual C&E Report	January 1, 2020 - December 31, 2020	January 15, 2021

Financial Disclosure Statement (FDS) Report Dates

Name of Report	Time Period Covered in Report	Report Due
Annual FDS	January 1, 2019 - December 31, 2019	January 15, 2020
Candidate FDS	January 1, 2019 - March 13, 2020	March 23, 2020
Annual FDS	January 1, 2020 - December 31, 2020	January 15, 2021
Appointed Officials	Varies; please contact SOS Office with questions	30 days after appointment

SPECIAL MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, May 21, 2020

MINUTES

Trustee Larry Johnson called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, May 21, 2020 at 5105 Wayside Road, Reno, Nevada.

Trustee Johnson read (in part) the following notice from the agenda: Due to the ongoing COVID-19 pandemic and in accordance with Governor Sisolak's Emergency Directive 006 in regards to public meetings, as extended through May 30, 2020, this meeting will be held via teleconference only. The public has been afforded the opportunity for public comment in advance of the meeting. The public was asked to submit their comments via email no later than 5:00 p.m. yesterday. All advance public comment received will be provided to the Board of Trustees prior to the meeting and will be included as an attachment to the minutes.

1. **Roll Call:** Trustees present were Larry Johnson, Jim Currivan (by phone), Greg Dennis (by phone), and Donald Otto (by phone). Trustee Marty Breitmeyer was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (by phone).

2. **Public Comment:**

Trustee Johnson reported receiving a single public comment from Pamela Roberts, dated Wednesday, May 20th at 4:07 p.m. Trustee Johnson stated Ms. Roberts' public comments would be included in the minutes (see attached). He then asked Louie Test what was the proper order of discussion?

Louie Test stated Ms. Roberts had each comment noted as to which agenda item they pertained, and stated Ms. Roberts' public comment for this agenda item (#2) should be accepted. He asked if everyone had an opportunity to read Ms. Roberts' concerns and said he believed her concerns were the concerns of the Board, too. He said there's no way to have a discussion with the public on these items, but with this public comment segment, there's not to be any discussion; the Board is just supposed to take the information submitted by that individual.

In regards to Ms. Roberts' general comment, Trustee Johnson stated we have tried our best to comply with the requirements in this difficult time. He said a number of public agencies are conducting meetings via teleconference and receiving public comments in advance; the way we have modeled this meeting. He said our legal counsel, Louie Test, has confirmed that we are in compliance with the Governor's directives.

Louie Test stated the very day he had a discussion with Cathy Glatthar on this matter, he had received an agenda from the Reno Planning Commission and their agenda had basically the same guidelines we used which allowed for public comment to be submitted in advance and would be attached to the minutes. He said he didn't think anybody likes the way this is being done, but due to the circumstances, we don't have a choice and hopefully in June we can have a meeting in which the public can actually attend.

Trustee Johnson agreed with Louie and added that he knew other government agencies are using technology such as Zoom to conduct meetings, but unfortunately a number of

us do not have cameras or microphones for our personal computers at home and are therefore unable to partake in this technology. He reiterated that he hoped this was a very temporary situation.

Trustee Johnson said Ms. Roberts' other comments would be discussed under the individual agenda items.

3. Approval of Minutes – March 19, 2020:

In answer to Trustee Currivan's question about the "throughput report" mentioned under "Calendar Review" on page 5, Cathy Glatthar explained annually we report the amount of material that has been produced from the Wayside aggregate pit in order to renew the Air Quality Management Division operating permit.

Trustee Otto referred to Ms. Roberts' comment about the written minutes needing to reflect more of what was said during the meetings, and said Ms. Roberts asked that the meeting recording be posted on the website.

Trustee Johnson opined that Cathy Glatthar does an excellent job and is accurate in [writing] the minutes, and no, she does not record word for word.

Cathy Glatthar stated the most current meeting audio recording is posted on the website under the "Minutes" tab. She added this meeting audio would be posted within five business days.

For Trustee Otto's edification, Louie Test explained that if anyone believes the written minutes are missing information or a statement needs clarification, that is exactly why we have this "Approval of Minutes" item on the agenda.

Trustee Currivan made a motion to approve the minutes as written. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

4. Public Hearing: Approval of Final Budget for Fiscal Year 2020-2021:

Cathy Glatthar started by reporting we received a letter from the State Department of Taxation stating our tentative budget was in compliance with the laws and appropriate regulations. She said for this final budget, the worksheet she sent out to the constituents, posted on the website, and sent to the Board members, was a summary that lists the same four categories of expenses that are shown on the official budget forms from the State (see attached). She said the budget details were outlined in the first worksheet that was used for the tentative budget, and she just wanted to highlight the changes she made since the tentative budget was approved and submitted. She stated the major change she made was to increase the FEMA reimbursement amount for the next fiscal year (July 1, 2020 to June 30, 2021) from \$20,000 to \$60,000. She explained she did this because she did not believe we would receive the \$40,000 for the last two project worksheets by the end of this fiscal year (June 30, 2020). She said that \$40,000 increase in revenue was added to the "Services, Supplies, and Other Charges" expense category.

In answer to Trustee Dennis' question, Cathy stated, for the record, [all the supporting documents] that were sent to the Board members, were also posted on the website and sent to the constituents who are on the email list.

Trustee Johnson referred to Ms. Roberts' comment that the budget [worksheet] did not "set forth the expenses with enough specificity." He said based on what Cathy explained earlier, the State sets forth four large categories of expenses; the State does not ask for, does not want, and does not need the type of specific data that Ms. Roberts' was asking

for in her public comment. Trustee Johnson stated the detail Ms. Roberts is asking about is reported on a monthly basis in the transaction report which is attached to the minutes. He said we can't be any more transparent in our financial dealings than we already are.

Trustee Otto said he thought Ms. Roberts was looking for detail for the next year and not for the past.

Cathy Glatthar said her summary (worksheet #2) actually has more information than the State budget forms. She said the State's form has only three revenue categories: Ad Valorem, CTX (Consolidated Tax), and Other; whereas her summary breaks out "Other" into LGTA, FEMA, and Interest Income.

Cathy went on and explained she put together a clean, easy-to-read worksheet for this meeting. She explained the first worksheet, that Ms. Roberts mentioned in her public comment, was prepared in February for the tentative budget, and that worksheet had detail, but the Salaries and Wages total had not changed, and the Employee Benefits total had not changed, and the Capital Outlay total had not changed. Cathy stated when she increased the revenue, she in turn increased the Road Maintenance expense item which increased the "Services, Supplies, and Other Charges" expense category total. Cathy reminded everyone that these budget figures are projections.

Trustee Johnson added that this budget that is submitted to the State, is an administrative necessity, but we have the ability to move money around in each of these four [expense] categories. He said in actuality this budget doesn't mean a whole lot; it gives us a projection of how much income we might receive and as that income changes, we may need to move money from one [expense] category to another. He added that as our income changes and as weather and other conditions change, we make prudent decisions based on the data we have at that time. He said we have data on what expenditures have been to date, and what expenditures are going to be in exactly what categories for the remainder of the year, are in flux.

Trustee Dennis made a motion to approve the final budget for fiscal year 2020-2021. Trustee Currivan seconded the motion. Upon a vote, the Board unanimously approved the final budget.

5. Payment of Bills and Other Financial Matters:

- a. Transaction Report and Payment of Bills - Including review of April 16, 2020 bills paid:** Cathy Glatthar explained there was no meeting in April, but some bills were paid in April. She asked if there were any questions on the April transaction report (see attached)? Trustee Otto asked about the Hoffman and Test bill of \$525. Cathy explained Louie Test's invoice paid in April was for February. Trustee Otto asked if we have a meeting and Louie does not attend, do we still pay Louie? Cathy answered, yes, Louie is on retainer. Louie Test said that's how a retainer works.

Cathy then moved on and reviewed the May transaction report (see attached). She reported Ad Valorem, CTX, and LGTA income of \$39,414.52 came in. She explained the budget hearing notices were published, per NRS statute. She mentioned several of the listed bills and stated there was a credit for the surplus 550-gallon fuel tank that Shawn was able to sell.

Trustee Dennis made a motion to approve the transaction report and pay the bills for May. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Trustee Johnson stated he wanted approval for payment of the Sierra Nevada Construction bill. He explained the contract for the pavement edge reinforcement project was completed this week and the invoice should be forthcoming within the next few days. He said the contract was for time, materials, and trucking. He explained the Board already approved the contract and the amount was to be just under \$100,000 (to avoid prevailing wage constraints). He stated they were able to do a bit more than he had originally estimated; approximately 7.8 edge miles which now includes the entirety of Ironwood from Amy to Pyramid Highway, and Whiskey Springs from just east of Broken Spur to Pyramid Highway. He said the contractor did a lot of extra work, including some patching, and they fog-sealed today. He said they worked a 12-hour day on Monday and an 8- to 9-hour day on Wednesday. He said the paver broke down on Monday night, was repaired on Tuesday, and the work was completed on Wednesday. He said he personally staked out the edge of pavement on the roadways and coordinated the paving work. He asked for authorization to pay the bill upon receipt. He mentioned holding back 12 tons of material to do a patch on Whiskey Springs Road just east of Right Hand Canyon Road where the pavement had been washed out. He said the contractor bent over backwards to help us with this project. Trustee Dennis made a motion to approve payment of the Sierra Nevada Construction invoice upon receipt. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

Trustee Dennis said good job, thank you, it looked great. Trustee Otto also stated it looked good.

- b. **Other Financial Reports:** Cathy Glatthar stated for future agendas, she will change this item to “Estimated Operating Funds Report.” She referred to this month’s report (see attached), and stated she had reduced the estimated CTX revenue from 36,000 to 30,000 for the months of May, June, July, and August. She said for the same months, she decreased the estimated LGTA revenue from 2,920 to 2,000. She said we have no idea what to expect in the way of revenue for the upcoming months. She said the payments we do receive are approximately two months behind. She stated the CTX revenue we received this month was for March, and the shutdown happened about mid-March. She said the additional revenue expected through the end of August shown on this report is 105,000, but she said she really didn’t know what we could expect. She stated she reconfigured this report in hopes that it would be easier to read. She reviewed the estimated expenses and reserves through the end of August, and stated the net operating funds for road improvements as of August 31, 2020 is estimated to be \$173,656.

Trustee Johnson said that’s the best estimate at this time.

- c. **Amend Petty Cash Policy:** Cathy Glatthar said Ms. Roberts’ comment on this item was why wasn’t the public provided with the current petty cash policy. Cathy said she agreed and this item should have been worded differently. She explained the current policy is \$50 of petty cash, and she believed Shawn was requesting the amount be raised to \$400. Shawn Kelly stated the reason he was asking for an increase was so that he doesn’t have to go into town to the bank to withdraw cash when he needs to purchase something, such as tires or other deals he finds on Craig’s List. Trustee Dennis made a motion to increase the petty cash fund from \$50 to \$400. Trustee Currivan seconded the motion, and hearing no opposition, the motion passed.

6. Road Maintenance Reports:

- a. **Road Reports:** Trustee Johnson said we have received very few road maintenance requests because Shawn has been out there grading.

Trustee Otto disagreed and stated Shawn's operations report shows 36 hours on one grader and 14 hours on the other grader. He said that's only 50 hours out of 320 hours. He opined that's not enough grader hours and this was unacceptable to him; it should be 3, 4, or 5 times as much.

Trustee Johnson said he believed Trustee Otto's hourly maximum of 176 times two was inappropriate. He explained since we haven't had any measureable precipitation in months, we had a water truck and a grader involved, so to compare that to 300 and some hours was an inappropriate comparison.

Trustee Otto disagreed and said he stated there were 300 and some hours *available*.

Trustee Johnson said there was not; anybody who has run a payroll knows there are 176 hours in a month.

Trustee Otto responded that there were two men.

Trustee Johnson said there were not [two grader operators], because one employee had to be on a water truck in dry periods.

Trustee Otto said it doesn't have to be; all the work doesn't have to be on the surface of the road. He said there's a lot of ditch work to be done.

Trustee Johnson said we need to use water to keep the dust down and to keep from starting fires.

Trustee Currivan stated there's a lot of other work shown on the operations report such as road surveys, filling pot holes, equipment maintenance and repairs; so what do you throw out? He said you have to let the crew use their judgment.

Shawn Kelly said he believed the roads are in good shape considering where they have been in the past. He said he's only been here a short period of time, and he plans on continuing the infrastructure improvements that were lacking in the past. He said he would put together a two-year plan and a five-year plan for the Board's review. He said basically after these roads are covered [with material], he wanted to go into a watering program. He said you can't run two graders in a dry climate; you need moisture. He said you also can't grade when the roads are frozen or muddy. He said there are a lot of things that need to be done other than grading.

Trustee Dennis thanked Shawn and said he had faith in Shawn. He said that's why Shawn was hired, and that Shawn was using his best judgment to make things work for the community.

Trustee Otto said he wanted to elaborate on the grader hours and the 50 hours out of 300 some hours. He said he understood, that he was not an idiot to this, that the crew has plenty of other things to do, too, and he said he was not insinuating that the crew needed to spend 300 hours on the grader. He said being that grading the roads was the primary goal out here, he thought there should be more than 50 hours a month. He said he has stated in the past that grader time should be 80% of one man's time, and he still holds to that. He said he understands it's dry and Shawn wants a fire truck tending alongside him when he's grading to prevent fires.

Shawn said the possibility of starting a fire was one reason mentioned for using water when grading during dry conditions. He recollected that Trustee Otto mentioned several months ago that the crew needed to watch for fire. He said when he's working in the ditches and on the shoulders in the easement, he has to make sure they don't start fires and they also need to keep the dust down. He said he's dealing with what was done in the past and he's trying to get the road system in order. He said they are getting caught up on some of these other things and there's going to be a lot more time in the blade. He said he needs water to grade and sometimes, in locations far from the wells, he can't get enough water. He said he can't dry grade these roads. He said in some cases the road is pure rock and there's pure rock on the sides, so they have to bring in material from the Ironwood pit, such as towards the end of Yellow Tail. He said they've cleaned up the yard and he's sold some surplus equipment that he had to help get loaded. He said a business isn't just one thing; it's a multi-faceted system here and it's just two guys who are trying to get caught up on years of mishap. He said he has a certain way of doing things and he takes pride in his job; he ran a business in this town for 15 years. He said they are working hard to get the system in order. He said he will be spending more time in the grader and a water truck will be used when he's grading. He said they are also using the compactor after they grade, and the crust that's being created with the compactor is holding the roads together.

Trustee Johnson read and addressed Ms. Roberts' comments for this item, as follows:

"I think it is important that every member of this Board make an effort on at least a quarterly basis to be familiar with the condition of the roads within its district."

Trustee Johnson said he did not think that was the role of the Board; that the Board was here for policy. He said we have an operations manager to do that and inform the Board.

Trustee Johnson then continued reading Ms. Roberts' public comment:

"I point out that the role and authority of the PVGID is for the 'operation, repair and maintenance of roads.' Notwithstanding this limited authority, this Board has voted to expend hundreds of thousands of dollars in 'improvements' for Wilcox Ranch Road."

Trustee Johnson said the statement about Wilcox Ranch Road improvements was not true.

Trustee Johnson continued reading:

"It is my belief that the PVGID should focus on repairing and maintaining all of its roads before it pursues any additional 'improvement' projects."

Trustee Johnson said he wanted to point out that, yes, the authorization of the GID does say "operation, repair and maintenance." He said he wanted to know if any Board member disagrees that putting drainage and culvert improvements, or putting gravel on roads, or even Cape seal and pavement edge reinforcement, was not maintenance? He said he could not see that we were overstepping our authority in any way. He said if anything, he would jump on past Boards for ignoring all of this, and commend this Board for doing the necessary maintenance for the benefit of all of our residents. He said he thought this comment was completely off base and unfounded. He asked if there were any Trustees who disagreed with that?

Trustee Dennis said Ms. Roberts stated (in part), “the focus should be on repairing and maintaining all of the roads before pursuing any additional ‘improvement’ projects.” He said we do the additional improvement projects so we can minimize the maintenance and repair on roads; so we’re not grading the heavily-trafficked roads continually and constantly to the detriment of those people who need maintenance on other roads with less traffic. He said he wasn’t sure if Ms. Roberts’ comment was appropriate.

Trustee Otto said he agreed with Trustee Dennis that we’re saving money on maintenance by changing the surface of some of these roads. He said we are proving that on Wilcox; that road has only been bladed once since the aggregate was laid down. He said normally we would have bladed that road a number of times. He said we’ve saved a lot of blading by surfacing Ironwood. He said we are saving by doing upgrades to road surfaces, and it pays for itself over a long period of time.

b. Status of 2020 Pavement Edge Reinforcement Project: Trustee Johnson read Ms. Roberts’ public comment (in part), as follows:

“I am pleased with the progress in this project, however, I was disappointed to see that there are still potholes within or adjacent to the newly applied edging.”

Trustee Johnson stated where possible and where they identified them, they patched pot holes as they went by as a separate operation of shoveling mix over to the pot holes and using a drum roller to compact them in place. He said in addition to that, in the spring of each year we have a patching program in which any remaining pot holes identified on all of the Cape-sealed roads are patched. He mentioned in the case of Right Hand Canyon Road, the pot holes were patched twice a year because the pavement deteriorates so fast. He said asphalt patching was part of our normal maintenance procedure. He said this individual was apparently not aware of our standard procedures.

c. Future Road Improvement Projects: Trustee Johnson said as Shawn mentioned, this was a request he made of Shawn to identify all deficient roads and divide them into separate categories, such as:

1. Roads like Chantry Flats that have a deep-clay subgrade that become unstable and rut badly when they get wet.
2. Roads like Crossover that have big rocky, knobby areas in the summertime where the rocks become exposed and the road becomes extremely rough and practically impossible to grade.
3. Roads like Bacon Rind that are sandy/DG (decomposed granite) type roads that washboard a week after we grade them; you can’t grade them often enough.

Trustee Johnson said we have roughly 44 roads in our system and he asked Shawn to prioritize which ones were the worst in each of these three categories and come up with a long term schedule; as the budget will allow. He said he has in his head what a long-range plan should be; how often we should resurface our Cape seals. He said unfortunately flooding in 2017 and [2019] set us back, and now the Coronavirus has impacted our revenues. He said long-range plans on paper are nice to look at, but that was exactly what they are; the Board has to react to what is happening to us, to funding available, to new development that is coming into the valley, to all of these

many factors, and simply because it doesn't meet a magic little plan, doesn't mean we shouldn't do it. He said Shawn is busy putting this together and it will be put out in draft form for everybody to review. He thanked Shawn for his effort.

Trustee Dennis thanked Trustee Johnson and Shawn.

In reference to Ms. Roberts' comment: "I'm not sure this GID has the authority to expend money on 'improvements' rather it is limited to operation, repair and maintenance.", Trustee Dennis asked Louie Test to weigh in on this and tell the Board if they were or were not allowed to make improvements.

Louie Test responded that he heard a consensus from the Board in which they clarified that improvements were a part of maintenance. He said in order to properly maintain, you needed to put in improvements, and if you didn't make improvements, the maintenance would go by the wayside and you would end up with nothing.

Trustee Otto said it's called a "General *Improvement* District." He said folks need to understand that improvements and maintenance are synonymous.

Trustee Johnson read Ms. Roberts' final comment for this agenda item, as follows:

"I would hope that the Board would focus on major roads first i.e. Whiskey Springs, Ironwood, Range Land and Axe Handle and then move to connector roads like Amy, Wilcox Ranch, Grass Valley."

Trustee Johnson said this Board's first priority is to keep all roads serviceable. He said so for roads like Grass Valley where residents had to park their cars and had to walk to get home, the improvement of drainage and subgrade conditions on that road met that first priority, and in his opinion, was entirely appropriate. He pointed out that this individual mentions the major roads first - Range Land and Axe Handle - and put as a lesser priority the roads of Wilcox Ranch and Amy; whereas Amy and Wilcox Ranch Roads serve way more residents than does either Range Land or Axe Handle. He said he believed this Board has acted properly in their prioritization of funding for road maintenance and improvements. He said furthermore, the amount of money that has been expended on Range Land and Axe Handle in the past two years is entirely commensurate with the number of homes served by those roads.

d. Operations Manager's Report Including Surplus Equipment/Vehicles and Capital Outlay:

Trustee Johnson read the following comment from Ms. Roberts:

"I am concerned that the grading that is being done is lowering the road, pushing gravel to the sides, pushing soil into or over culverts and/or causing roads to narrow."

Trustee Johnson said that was a completely inaccurate statement. He said he'd really like to know who told this lady this, because he didn't think she came up with it by herself. He continued reading Ms. Roberts' comment:

"I am concerned that insufficient time is being allocated to patching 'paved' roads so as to optimally maintain them."

Trustee Johnson said he answered that one; we patch every spring and every fall, or as needed.

Shawn Kelly addressed capital outlay and explained it is for equipment, vehicles and yard improvements. He requested to have any remaining, unspent capital outlay

budget at the end of this fiscal year (June 30, 2020) rolled over into the next fiscal year. He said the Board will vote on the capital outlay items in advance so that if he finds an item or items they will already have been approved for purchase. He reviewed the following list of capital outlay items for the Boards consideration:

- Grader (would sell John Deere 670 grader)
- Water Truck (would sell 2005 Int'l water truck)
- Water Tank (already approved - would replace the tank on the 1995 Peterbilt water truck)
- Loader (would sell 1990 Case loader)
- Paver, tack pot, 36" smooth-drum roller and trailer (for a "hot" patch program)
- Excavator (would sell 1989 Case dozer)
- Building to include maintenance shop, office, and bathroom (office trailer would be sold and monthly rental of Sani-Hut restroom would end)
- Phone Line Locator
- Tilt Bed Trailer (would sell Zieman tilt bed trailer)
- 10-Wheel Dump Truck (would sell 1992 Freightliner 10-wheel dump truck)

Trustee Johnson stated this is not the year to spend money. He said he had no problem with rolling this year's unspent [capital outlay budget] into next year's budget. He said he was going to be extremely tight with money. He explained, for example, he did not recommend to the Board to have the four-foot wide band of chip seal put down over the top of the edge reinforcement pavement this year. He said until we get a handle on how bad of a hit we're going to take on revenue, he did not think it was prudent for this Board to be spending money. He said he thought we should wait until early fall to see how the revenues come in and plan accordingly. He said for example, there are a number of roadways Shawn will have on his list that we normally include in winterizing projects, such as Quaking Aspen and upper Wilcox Ranch. He said there will be a number of those roads on that list that will need attention, and we're going to have to put some gravel down; it will be mandatory that we spend money to winterize those roads. He said for this next quarter, his recommendation was we tighten our belt and we sit tight. He said to Shawn, that goes for capital outlay, as well as any of the projects they would like to do.

Shawn explained his understanding was this list needed to be presented to the Board so the Board could approve whichever items they deemed appropriate within the capital outlay budget of \$75,000 plus the rollover amount from this fiscal year. He said he's a penny-pincher, and he won't spend the money if we don't have it, but the items would already be allocated for if the money is there when an item became available. He said he would not purchase anything right now.

Trustee Johnson said we are going to rollover the unspent capital outlay, but he did not believe we should spend it.

Shawn said he agreed with that.

Trustee Dennis said he agreed with both Trustee Johnson and Shawn. He said it's a difficult situation, but when the economy turns down, sometimes opportunities for

purchasing equipment at reduced prices may arise. He said he understands that we have to watch what we spend, but there may be some opportunities for us.

Trustee Johnson said Shawn is always looking.

Shawn said he also has responsibility, and his main responsibility is the roads. He said the list is something to be voted on, yea or nay, up to our capital outlay budget. He reiterated that his priority is improving the roads.

Trustee Johnson said Shawn has made a number of purchases over the past two years, and was in full support of those purchases. He said he pats Shawn on the back for getting rid of the old junk and for maintaining and bringing up to standards the remaining vehicles and equipment; he loves what Shawn has done. He said at the same time, we have to pinch pennies.

Trustee Dennis said Trustee Johnson took away his “attaboy” for Shawn.

Trustee Otto said he’d like to see Shawn’s list so he can review it and be prepared to vote on it at a future meeting. He said one really good suggestion was the phone line locator.

In response to Trustee Otto’s question, Shawn said the locator would cost between \$2,000 and \$2,500. Shawn said he tried to get AT&T to donate a locator to us, but they would not.

Trustee Otto said the locator is something this Board should consider providing to Shawn, so we can hopefully avoid cutting phone lines in the future. He said Trustee Johnson had a good point about pinching pennies for the next quarter, but we also need to keep our eyes open for something that’s a hot deal and then bring it to the Board as Trustee Dennis mentioned.

7. **Old Business:** None

8. **New Business:** None

9. **Judicial/Government Affairs:**

a. **AT&T Cut Cable:** Trustee Johnson said we are not going to pay and we haven’t heard from AT&T. He said he thought the matter was dead.

b. **Other Matters, If Any:** Louie Test said he had nothing to report. Cathy Glatthar spoke up to say she would be changing this item to a non-action item for future agendas. She said this item will be for reporting purposes only and no action will be taken until a particular item is placed on a future agenda.

10. **Calendar Review:** Cathy Glatthar reported on the following items:

- Cathy said the next meeting is scheduled for June 18th and hopefully by then we will be able to conduct the meeting at the County range. Trustee Johnson said he wanted to postpone the meeting for a week and reschedule for June 25th. The Trustees agreed to reschedule the meeting for June 25th.
- Cathy said the June meeting starts at 5:00 with a closed session for employee performance reviews.
- Cathy stated Trustee Johnson would be conducting Shawn’s review, and the rest of the Board members were asked to submit any comments they had on Shawn’s performance to Trustee Johnson in advance of the June meeting.

In answer to Trustee Otto's question, Cathy explained employee compensation would be discussed during the open session of June's meeting.

Louie Test stated the only discussion allowed during the closed session is the competency and character of the individual being evaluated.

- Cathy stated Shawn will conduct Chuck's evaluation and Chuck [would be asked] to attend the closed session. She said Chuck would go first and Shawn's evaluation would immediately follow.

11. **Correspondence:** None

12. **Public Comment:**

Trustee Johnson stated public comment was already covered.

13. **Board Member and Staff Items:**

Trustee Dennis gave Cathy "kudos" for putting all this together. The other Trustees, Louie, and Shawn also thanked Cathy.

14. **Adjournment:** Trustee Dennis made a motion to adjourn the meeting. Trustee Currivan seconded the motion, and hearing no opposition, the meeting adjourned at 7:34 p.m.

Public Comment for PVGID May 21, 2020 Meeting

Pamela Roberts

Wed, May 20, 2020 at 4:07 PM

To: Palomino Valley GID <palvalgid@gmail.com>

Cc: Maeve Ambrose

Dear Board Members,

I am submitting the following public comments for specific agenda items for the May 21, 2020 PVGID Meeting as indicated:

Agenda Item 2 (Public Comment on matters NOT listed on this agenda)

I am very concerned that this meeting is being held without the public being able to listen to the discussion and votes being taken by this Board. Other governmental agencies are using technology like Zoom or YouTube to ensure that their meetings are still "open to the public". I do not believe that the suggestion that public comment can be sent in to the Board in advance is sufficient. While I believe the PVGID Board meetings are recorded, the transcription of the minutes is not word for word. It has been my experience from attending the PVGID meetings and reviewing the minutes, that occasionally the draft and approved minutes leave out key words or phrases that more accurately reflect the attitude of the Board member. I respectfully request that this Board be prepared to hold its next meeting in a manner that allows the public to contemporaneously listen to the meeting. I also request that the recording of this meeting be made available on the website for the public to listen so that we are not relying upon a transcription of the minutes (which are not word for word).

I suppose I am getting a reputation for being the "Open Meeting Law" police, but I proudly wear this badge because I believe in transparency in our government and the right for the taxpayers who fund the PVGID to be fully informed and be heard. Agenda items like 5 b -Other Financial Reports and 9 b- Other matters, if any- are too vague for any action to be taken. Again, the public is entitled to know what financial reports the Board is reviewing and what Judicial/Government Matters the Board may be considering. Perhaps your legal counsel should review your agenda and board packet (attachments) before it is disseminated to ensure compliance with the Open Meeting Law.

Agenda Item 4: Public Hearing: Approval of Final Budget for Fiscal Year 2020-2021

The only document that is attached to the May 21, 2020 agenda is the worksheet#2 -May 21, 2020. This document does not set forth the expenses with enough specificity. For example, when does the fiscal year begin and end? What is the detail for the categories of Expenses? For example, how much is the salary for the Operations Manager? How much is the benefits for the Operations Manager? How much is salary for the second employee? How much is budgeted for Secretarial Services, Bookkeeping Services, Legal Services, etc.? The Annual Budget should be detailed by line item so that each month the Board would show their constituents the variance between budgeted expenses and actual expenses. I am appalled that with a budget of \$1,132,637 that the projected annual budget has merely four categories of expenses. How can the community comment on this budget, future plans and operations when we are given so little detail? In looking back at the minutes and attachments for the February 20, 2020 meeting, I did locate a more detailed annual budget worksheet for FY 2020-2021. This document should have been attached to this month's agenda as well so that the public could see the detail for numbers presented in worksheet #2. However, upon review, the numbers in the PVGID Budget FY2020-2021 which was attached this agenda do not reconcile with the detailed worksheet that was not attached to his agenda.

In addition, since the public will be unable to listen to any discussion by this Board regarding this Agenda item, I question whether this constitutes a "Public Hearing" as the agenda suggests that it is.

Agenda Item 5 c - Amend Petty Cash Policy

I am concerned that I have not seen any documentation regarding what the current Petty Cash Policy is and what is being considered? The current Petty Cash Policy should be attached to the Agenda and if there is a written proposal to amend such policy, it should be attached as well. How is the public expected to be able to comment on this agenda item. Please remember that the public is entitled to review every document the board members review relating to action items on this agenda.

Agenda Item 6 Road Maintenance Reports

a-Road Reports - I think it is important that every member of this Board make an effort on at least a quarterly basis to be familiar with the condition of the roads within its district. I point out that the role and authority of the PVGID is for the "operation, repair and maintenance of roads." Notwithstanding this limited authority, this Board has voted to expend hundreds of thousands of dollars in "improvements" for Wilcox Ranch Road. It is my belief that the PVGID should focus on repairing and maintaining all of its roads before it pursues any additional "improvement" projects. I don't understand why Amy Road is over 40 feet wide between Ironwood and Wilcox Ranch. It looks like the first heavy rain will cause the loose dirt to fill the recently installed culverts.

b-Status of 2020 Pavement Edge Reinforcement Project - I am pleased with the progress in this project, however, I was disappointed to see that there are still potholes within or adjacent to the newly applied edging. This means that when cars move over to the edge to allow a WM, UPS, Propane Truck or a Cattle/horse trailer to pass by, the car tires will be damaged by the potholes. I hope the PVGID employees will patch the remaining potholes on Ironwood and Whiskey Springs.

c- Future Road Improvement Projects - I do not see any proposed plan from any Board member regarding future road improvements attached to this agenda. The public is entitled to review any document the board reviews related to this agenda item. I'm not sure this GID has the authority to expend money on "improvements" rather it is limited to operation, repair and maintenance. However, if it does have authority to expend money on road improvements, my ongoing concern that I have expressed at more than one meeting is that this Board does not have a long range plan for so-called "Improvement Projects." I would hope that the Board would focus on major roads first i.e. Whiskey Springs, Ironwood, Range Land and Axe Handle and then move to connector roads like Amy, Wilcox Ranch, Grass Valley.

d- Operations Manager Report - I am concerned that insufficient time is being spent on grading the unpaved roads. I am concerned that is being done is lowering the road, pushing gravel to the sides, pushing soil into or over culverts and/or causing roads to narrow. I am concerned that insufficient time is being allocated to patching "paved" roads so as to optimally maintain them.

Respectfully submitted,

Pam Roberts
Palomino Valley Resident

PALOMINO VALLEY GID BUDGET FY2020-2021

WORKSHEET #2 - May 21, 2020

	<u>PROPOSED FINAL BUDGET</u>	
Estimated Beginning Fund Balance		230,612
Estimated Income		
Ad Valorem	301,627	
CTX Consolidated Tax	502,198	
LGTA Special (Fair Share)	38,000	
Other Income-FEMA Reimbursement	60,000	
Interest Income	100	
Total Estimated Income		901,925
TOTAL INCOME & BEGINNING FUND BALANCE		<u><u>1,132,537</u></u>
Expenses - Public Works		
Salaries & Wages	188,000	
Employee Benefits	65,600	
Services, Supplies, Other Chgs	743,937	
Capital Outlay	75,000	
Total Expenses - Public Works		1,072,537
Ending Fund Balance		60,000
TOTAL EXPENSES & ENDING FUND BALANCE		<u><u>1,132,537</u></u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of April 16, 2020

Total of all Bank Accounts:	Balance as of April 16, 2020 - Almost CD #5010	366,003.48
	Balance as of April 16, 2020 - A/P / General Ckg #4179	296.03
	Balance as of April 16, 2020 - Payroll #4430	17,000.00
	Balance as of April 16, 2020 - Petty Cash	32.48
	Total Cash In All Accounts	<u>383,331.99</u>

<u>Wells Fargo - Almost CD #5010</u>		Balance as of March 19, 2020	303,483.46
Income for the Month			
Ad Valorem/Property Tax	46,418.64		
Consolidated Tax (CTX)	35,660.65		
LGTA/Fair Share	0.00		
Other Income	0.00		
TOTAL	82,079.29		
Interest Income	7.15		82,086.44
Transfer to Wells Fargo #4179	(4,500.00)		
Transfer to Wells Fargo #4430	(15,066.42)		(19,566.42)
		Balance as of April 16, 2020	<u>366,003.48</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>		Balance as of March 19, 2020	718.21
Transfer from Wells Fargo #5010	4,500.00		
Interest Income	0.34		4,500.34

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9788	1,818.78	Secretarial Services \$1,236.58, Accounting \$472.50, Office Supplies \$109.70	
Flyers Energy	9789	1,001.58	Fuel	
Granite Construction Company	9790	155.04	Patching - Ironwood 1.5 Tons, Whiskey Springs .02 @ \$102.00 per Ton	
Hoffman & Test	9791	525.00	Monthly retainer & travel (\$435) & additional work (\$90)	
Napa	9792	94.56	Maint/repair parts for 621 Loader, 670 Grader & 770 Grader \$267.09, Operating supplies (\$172.53) (credit for bead seating tool)	
NV Energy	9793	336.31	Utilities - Electric	
Pyramid Business Services	9794	991.25	Monthly Bookkeeping, Payroll	
TOTAL		4,922.52		(4,922.52)
			Balance as of April 16, 2020	<u>296.03</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of April 16, 2020

<u>Wells Fargo - Payroll #4430</u>		Balance as of March 19, 2020	17,000.00
Transfer from Wells Fargo #5010	15,066.42		
Interest	0.31		15,066.73
Net Payroll	7,606.41	Net Payroll	
LJ's BECC 4/3/2020 Stmt			
Sani-Hut	LJ's CC 259.74	Monthly restroom bill (two 4-week periods at \$129.87 each)	
Prominence	LJ's CC 2,902.71	Health Insurance	
LJ's BECC 5/3/2020 Stmt			
Pack N Post	LJ's CC 276.00	Mailbox rental 4/10/20 - 4/10/21	
SK's BECC 4/3/2020 Stmt			
Waste Management	SK's CC 29.16	Monthly garbage bill	
Alhambra (aka DS Services)	SK's CC 12.25	Monthly office water	
SK's BECC 5/3/2020 Stmt			
Verizon	SK's CC 35.03	Monthly cell phone bill	
Waste Management	SK's CC 745.53	Two trips to landfill	
PERS	5923 2,616.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS 583.90	Payroll Taxes	
	<u><u>\$15,066.73</u></u>		<u><u>(\$15,066.73)</u></u>
		Balance as of April 16, 2020	<u><u>17,000.00</u></u>

<u>Wells Fargo - Petty Cash</u>		32.48
Transfer from Wells Fargo #4430	0.00	
<hr/>		
NAME	CK #	DESCRIPTION
<hr/>		
	<u>0.00</u>	
TOTAL		<u>0.00</u>
		Balance as of April 16, 2020
		<u><u>32.48</u></u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 4/14/2020

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of May 21, 2020

Total of all Bank Accounts:	Balance as of May 21, 2020 - Almost CD #5010	377,182.35
	Balance as of May 21, 2020 - A/P / General Ckg #4179	378.97
	Balance as of May 21, 2020 - Payroll #4430	17,000.00
	Balance as of May 21, 2020 - Petty Cash	32.48
	Total Cash In All Accounts	<u>394,593.80</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of April 16, 2020	366,003.48
Income for the Month		
Ad Valorem/Property Tax	565.05	
Consolidated Tax (CTX)	32,652.71	
LGTA/Fair Share	6,196.76	
Other Income	0.00	
TOTAL	<u>39,414.52</u>	
Interest Income	2.91	39,417.43
Transfer to Wells Fargo #4179	(5,000.00)	
Transfer to Wells Fargo #4430	(23,238.56)	(28,238.56)
	Balance as of May 21, 2020	<u>377,182.35</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of April 16, 2020	296.03
Transfer from Wells Fargo #5010	5,000.00	
Interest Income	0.01	5,000.01

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9795	2,006.67	Secretarial Services \$1,775.00, Accounting \$175.00, Office Supplies \$56.67	
Flyers Energy	9796	696.30	Fuel	
Hoffman & Test	9797	400.00	Monthly retainer	
NV Energy	9798	256.40	Utilities - Electric	
Pyramid Business Services	9799	1,077.70	Monthly Bookkeeping, Payroll	
Reno Gazette-Journal	9800	139.00	Final Budget Hearing Notice (Original)	
Washoe County Health District	9801	341.00	Air Quality Permit Renewal for Wayside Aggregate Pit	
TOTAL		<u>4,917.07</u>		<u>(4,917.07)</u>
			Balance as of May 21, 2020	<u>378.97</u>

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

For May 21, 2020 Agenda Item 5.b.

Total Cash in all Bank Accounts as of May 21, 2020	394,594	
Additional Revenue Expected Through August 31, 2020	105,618	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020		500,212
LESS Average Monthly Expenses (\$30,000) x 3 Months	-90,000	
LESS: Capital Outlay (\$17,000 + \$6,725 - \$8,569 = \$15,156);		
Martin Marietta ~\$15,000;		
Pavement Edge Reinf Proj \$100,000;		
Unexpected Repairs (\$5,000/mo x 3 months);		
Insurance \$9,000 (Jun or Jul);		
Workers' Comp \$2,400 (Aug)	-156,556	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-80,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020		-326,556
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020		173,656

Additional Revenue Expected Through August 31, 2020:

285,000	Ad Valorem	June '20 thru Aug '20	9,618
432,000	CTX*	30,000 x 3	90,000
31,360	LGTA*	2,000 x 3	6,000
748,360			105,618

*** Note: Due to COVID-19, May thru August CTX & LGTA Expected Revenues Were Reduced**

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	16,993	7	
Other (non Road Maint)	13,000	10,373	2,627	
	30,000	27,366	2,634	
				A/P Acct Exps 4,917
Road Maintenance		790		P/R Acct Exps 23,239
TOTAL EXPENSES		28,156		28,156

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 05/21/2020 Actual Revenue Exceeds Estimated By:

\$16,786.50

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
at 04/16/20 (21%)	59,850.00	46,418.64	-13,431.36	-4,483.16
at 05/21/20	0.00	565.05	565.05	-3,918.11
June	0.00			
July (2%)	5,700.00			
August	0.00			
	285,000.00	275,381.89	-9,618.11	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
at 04/16/20	36,000.00	35,660.65	-339.35	13,455.03
at 05/21/20	30,000.00	32,652.71	2,652.71	16,107.74
June	30,000.00			
July	30,000.00			
August	30,000.00			
	432,000.00	334,107.74	-97,892.26	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
at 04/16/20	2,920.00	0.00	-2,920.00	400.11
at 05/21/20	2,000.00	6,196.76	4,196.76	4,596.87
June	2,000.00			
July	2,000.00			
August	2,000.00			
	31,360.00	29,956.87	-1,403.13	

PVGID OPERATIONS REPORT
Report Period 3/16/2020 to 4/12/2020
ATTACHMENT: 5/21/2020 Meeting Agenda Item 6d

ROADS GRADED AND COMPACTED:

[Grader Hours: 770 Grader = 36 hours; 670 Grader = 14 hours]

1. Amy Short: Ironwood – Wilcox Ranch (Skim pass)
2. Wilcox Ranch: Amy – Twin Springs (Add 45 yards base in spots)
3. Wilcox Ranch: Quaking Aspen – Near 2800 Wilcox Ranch
4. Wilcox Ranch: Goodher – Mid
5. Range Land: Gray Van – Rebel Cause
6. Broken Spur: Whiskey Springs – Tumbleweed
7. Bootstrap: Broken Spur N – End
8. Amy N: Whiskey Springs – End
9. Grass Valley West: Pyramid – End
10. Piute Creek: Whiskey Springs – End, (Pull ditches to build up & bring fines on the road and widen in spots; lots of big rocks)
11. Wilcox Ranch: Quaking Aspen – Mid (Used the moisture from the snow to push rocks in and bring some “cream” up)
12. Little Ironwood: Whiskey Springs - Ironwood
13. Anniversary: Pull shoulders and build up road

OTHER ROAD WORK:

1. Road Survey
2. Broken Spur: Pushed off tumbleweeds that covered the entire roadway for a quarter of a mile
3. Range Land: Pyramid – Easy Jet Fill in some potholes with base
4. Ironwood: Pyramid – Amy Pothole patch 1.5 tons
5. Whiskey Springs: Fill in 2 potholes .02 tons
6. Quaking Aspen: Haul off and clean up rocks & boulders near O’Hara

OTHER:

1. Wayside Yard: Prep for fence extension
2. Ironwood Pit: Haul loads of scrap metal and other pit clean up
3. Wayside Yard: Stack and separate rocks and boulders from Quaking Aspen
4. Wayside Yard: Haul 2 loads of old culverts & debris to Lockwood Landfill
5. Wayside Yard: Bring in 114.62 tons of Base with end dump

EQUIPMENT:

1. 92 Freightliner Dump Truck: R&R muffler, lube, and safety check
2. 02 Peterbilt Tractor: Repair fuel sending unit, Remove DPF and install new muffler, Drain $\frac{3}{4}$ gallon oil from transmission, Front & Rear differentials, Top off with additive
3. 03 Backhoe: Install company radio
4. Zieman Trailer: Safety check and tighten deck boards
5. Stepp Hot Box: Prep for sale
6. 90 Case Loader: Change Engine oil & filter, Transmission oil & filter
7. 770 Grader: Change oil & filter

PVGID OPERATIONS REPORT
Report Period 4/13/2020 to 5/17/2020
ATTACHMENT: 5/21/2020 Meeting Agenda Item 6.d.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 31 hours; 670 Grader = 14 hours]

1. Bacon Rind S: Axe Handle – End
2. Bacon Rind N: Half-mile Dirt Section
3. Amy Short: Ironwood - Wilcox Ranch
4. Peak: E – W
5. Lost Spring
6. Two Forty
7. Range Land: Peak – Winnemucca
8. Grey Van
9. Sharrock: Amy – Pasture View, Pull shoulders and ditches
10. Sharrock: Pasture View – Wild Horse
11. Yellow Tail: Chantry Flats – End, Spread 250 yards of Ironwood screened DG on roadway
12. Chantry Flats
13. Crazy Horse: Wilcox Ranch – 500' South, Spread 75 Yards Class E & Base
14. Amy Short: Ironwood - Wilcox Ranch

OTHER ROAD WORK:

1. Quaking Aspen: Near O'Hara, Pick up end dump load of rocks
2. Wilcox Ranch & Quaking Aspen: Spread 3 yards class E on corner
3. Range Land: Pyramid – Easy Jet: Sweep
4. Whiskey Springs & Ironwood: Prep for edge paving project

OTHER:

1. Wayside Yard: Clean up and organize
2. Ironwood Pit: Clean up, Screen 400 yards DG
3. Disposal of Surplus Equip/Vehicle: Prep, Photograph, Advertise, Meet with buyers, Assist with loading, and Submit paperwork and proceeds
4. Drive to Sheridan, CA to purchase service bed and utility rack for Ford F450

EQUIPMENT:

1. Loader: Weld hard facing on bucket
2. 1980 F350: Bad alternator - R&R, Charge A/C
3. Wayside well generator: Would not start, battery bad - R&R
4. 770 Grader: Cut crown out of cutting edge's, Replace lower blade slide guide
5. 2001 F450: Take dump bed off and install utility bed, Remove bad seat and install used seats and console

SPECIAL MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, June 25, 2020

MINUTES

Trustee Larry Johnson called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 5:17 p.m. Thursday, June 25, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Donald Otto (by phone), Greg Dennis (by phone), and Larry Johnson. Trustees Marty Breitmeyer and Jim Currivan were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel.
2. **Public Comment (limited to three minutes per speaker):**
Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.
3. **Retire to Closed Session:** Trustee Johnson made a motion to go into a closed session, pursuant to NRS 241.030, to review the performance appraisals of employee Chuck Blower and Operations Manager, Shawn Kelly. No action will be taken and discussion during the closed session is limited to considering the character and professional competence of said employees. Trustee Otto seconded the motion, and hearing no opposition, the Board went into the closed session.

Reconvene for the Open Session of the Special Meeting.

Trustee Larry Johnson reconvened the special meeting at 6:00 p.m.

1. **Roll Call:** Trustees present were Donald Otto (by phone), Greg Dennis (by phone), and Larry Johnson. Trustees Marty Breitmeyer and Jim Currivan were absent. Also present were Shawn Kelly, Operations Manager; Vickie DiMambro, Assistant to the Secretary/Bookkeeper (left at 6:20 p.m.); Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel.
2. **Public Comment:**
Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.
3. **Approval of Minutes – May 21, 2020:** Trustee Otto made a motion to approve the minutes as written. Trustee Dennis seconded the motion. Hearing no opposition, the motion passed.
4. **Payment of Bills and Other Financial Matters:**
 - a. **Transaction Report and Payment of Bills:** Vickie DiMambro reviewed the transaction report (see attached). She stated the total cash in all accounts was \$284,946.80. She said as we expected, our income was lower than normal at \$35,167.14. She explained there were several large payments this month: (1) the 2020/2021 POOL liability and property insurance policy renewal \$8,468.26, (2) Sierra Nevada Construction 2020 pavement edge reinforcement project \$99,090.00, (3) Martin Marietta invoices for material purchased in February, charged at the wrong price, were finally corrected from [\$19,787.17] to \$12,534.77.

Vickie reviewed the Petty Cash account and stated that Shawn did a great job in selling some surplus equipment and used some of the proceeds to purchase some other items, leaving a balance of \$400 in the petty cash account. In answer to Trustee Otto's question, Cathy Glatthar stated the equipment sales totaled \$6,725.00, so far. Shawn read off the list of items sold and stated he used some of the proceeds to purchase a utility bed to replace the dump bed on the Ford F450. He said he also purchased a fuel transfer tank for the F450, which allows them to re-fuel the equipment on site, such as they recently did for the Right Hand Canyon Road work. He said the sander fits in the back of the utility bed, so he no longer needs the dump bed and plans on selling it. Trustee Otto said very good.

Trustee Dennis made a motion to approve the transaction report and pay the bills for June. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

- b. **Estimated Operating Funds Report:** Cathy Glatthar reviewed the Estimated Operating Funds for Capital Improvements report (see attached). She said with the ongoing COVID-19 situation, we are very uncertain as to what our revenues will be. She stated the estimated net operating funds for road improvements as of August 31, 2020 is \$193,392.

5. New Business

- a. **Action on Closed Session:** Trustee Johnson stated there was a recommendation by our Operations Manager to promote Chuck Blower to the position of Equipment Operator, Level 1. He stated Chuck's present position is Road Maintenance Worker. In answer to Trustee Otto's question, Trustee Johnson explained that the Equipment Operator position would pay \$25 an hour and Chuck is presently at \$21 an hour; grader operators receive much more than that. There was some discussion about what the increase in PERS would be. Vickie DiMambro stated PERS is 15.25%. Trustee Johnson did the calculation and stated that amounted to an increase of [61] cents per hour. In answer to Trustee Dennis' question, Trustee Johnson stated the GID does not have pay scales and the GID is a separate entity and not under the purview of the State or any other jurisdiction as far as wage and hiring freezes. Trustee Dennis made a motion to promote Chuck Blower to Equipment Operator position. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.
- b. **Employee Compensation:** Trustee Johnson stated at this time each year, we consider employee raises. He explained in his opinion we owe our employees an annual raise to match the cost of living index. He stated the CPI (Consumer Price Index) is 2.73% which for Shawn, would amount to 92 cents an hour essentially to break even. He recommended we raise Chuck Blower to \$25 an hour from his \$21 an hour. Trustee Dennis made a motion to give Shawn Kelly a \$1 an hour raise and elevate Chuck Blower to \$25 an hour effective with the pay period that includes July 1, 2020. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

6. Road Maintenance Reports:

- a. **Road Reports:** Trustee Johnson stated the crew has been working on improvements to Right Hand Canyon Road. He added that with the dry weather, the focus will be on grading roads with our two-man crew; one on the grader and one in the water truck.

b. Future Road Improvement Projects: Trustee Johnson explained at the last meeting, he alluded to the fact that we wanted to do some long-term planning, but that was difficult with our current budget uncertainty, and in the past three years, because of flooding events that are beyond our control. He said he requested that Shawn Kelly work up a list of roads that require improvement and establish priorities. He stated they identified three categories of roadways that have deficient subgrades, as follows:

1. Roads like Roadrunner and Broken Spur that have deep-clay subgrades that become unstable and rut badly when they get wet.
2. Roads like Crossover that have big rocky, knobby areas in the summertime where the rocks become exposed and the road becomes extremely rough and practically impossible to grade.
3. Roads like Bacon Rind that are sandy/DG (decomposed granite) type roads that washboard a week after we grade them; you can't grade them often enough.

Trustee Johnson stated that Shawn has completed most of the work on this list and set priorities as follows:

1. Right Hand Canyon
2. Amy from Ironwood to Wilcox Ranch
3. Bacon Rind north and south
4. Wild Horse from Whiskey Springs to Sharrock
5. Wild Horse from Sharrock to Crossover
6. Twin Springs from Wilcox to Crossover
7. Twin Springs from Crossover to the cul-de-sac
8. Range Land from Peak to Winnemucca Ranch

Trustee Johnson stated the solution is to import a narrow-specified Class E base material. He said he spoke with the manager of Martin Marietta and they are willing to make a special run to produce a three quarter inch nominal base material that has an increased percentage of fines up to approximately 18 to 20 percent; they would build us a stockpile, but this may not happen until September because they have a backlog of orders for the summer.

Trustee Johnson stated Shawn has worked up the trucking and material costs and for the above-stated list of roads, the budget would be roughly \$100,000. He stated this doesn't have to be voted on tonight because Martin Marietta won't have a stockpile until the fall. He said if Martin Marietta has sufficient material stockpiled to do Amy short (Ironwood to Wilcox Ranch), then that needs to be done soon; estimated cost is \$6,000. In answer to Trustee Otto's question, Trustee Johnson stated the material cost is \$5 a ton, which is half the cost of aggregate base.

Shawn Kelly explained that he wanted to add a belly-dump load or so of material at intersections throughout the Valley because the intersections tend to washboard quickly. He said if we follow this system of putting down material that is being proposed, we will eventually go into a watering mode. He said when the moisture comes, we can grade and get the good crowns back in the roads, and what goes into the ditches can be pulled back onto the roads.

Trustee Johnson clarified that the list of roads proposed tonight are just the start. He said there are 44 roads in the system and we intend to pick off a few a year, and this road system will shine. He said we still need to maintain our existing improvements in the form of the Cape seals. He said his recommendation to the Board for next year is to put at least a four-foot width of chip seal over the top of the transition between the edge reinforcement pavement that was placed last year and this year and the existing Cape seal to restore or protect that transition, because that is where it will deteriorate first.

Trustee Dennis reiterated we have to maintain what we have now. He stated it's critical on roads like Wilcox Ranch and other high traffic areas that we maintain what we have and then we can look at putting down more base elsewhere. He said if we don't maintain what we already have, and we let it go, we'll have to go back and redo those roads and we're not gaining anything.

In response to Trustee Johnson's question, Louie Test stated Board approval is not necessary for putting down material on Amy short because that is normal road maintenance.

Trustee Otto said some the material that was put down on Wilcox Ranch last year was not thick enough and has blown through, exposing the native soil. He opined that we should be putting the material down thicker when it's originally done. He said he had some requests on how the material is put down, but according to what was said at the earlier meeting [closed session], he must run these ideas by the Board because he's not allowed to give Shawn any suggestions on the side.

Trustee Johnson said at the last meeting what he pointed out to Trustee Otto was that Trustee Otto should not to be giving Shawn direction. He said yes, we put down essentially almost a leveling course on Wilcox Ranch, and experience shows us that eventually traffic will wear through in spots and we have to "sweeten it up" in areas.

Shawn mentioned they had rain storms the day they were putting that material down and there were 17 trucks bringing material in and the trucks were peeling some of those sections up. He agreed that they needed to go back and cover up those areas. He said as for this new material, his plan is for a minimum of 2/10ths thick. He said he realizes that's not sufficient, but we're trying to stay within our budget and get an initial layer and eventually get another 2/10ths layer down; then we'll be building it up.

Trustee Otto said it really helps to get that second 2/10ths, but it's going to be hard to fill in those potholes and make them compact. He said he didn't think the potholes filled with loose dirt would hold up.

Trustee Johnson said what this Board needs to weigh is the alternates of laying down 2/10ths of aggregate and sweetening bare spots a year and two years later versus putting on a thicker layer initially. He said the ramifications of that are if you initially put down four inches, yes it's a better product, and six inches is even a better product, but with four inches we get half the roadways done, with six inches we get a third of the roadways done. He asked what is the prudent approach? He said over 100 [homes], so about 200 to 300 people benefited from that leveling course we put on Wilcox Ranch last year. He said if we had thickened that up to two or three times that, we would have only been able to accomplish a half or a third of that work. He said he was open to discussion; where do we get the biggest bang for the buck?

Trustee Dennis said he looked at the numbers in the past and thought it was something like 10 miles a year with four inches, and that's something to consider. He said he would like to look at that further and come back to the Board with his analysis.

Trustee Johnson said he thought that would be a very valid discussion.

Trustee Otto said if you initially put down a thicker layer of material, you won't have to go back and try to fight it later. He said Shawn would have to turn over the material on Wilcox Ranch; get down to the native, turn it over, and compact it evenly; that effort costs money. He opined that Wilcox Ranch was looking pretty shabby and it's going to be difficult for Shawn to get those bad spots out. He said he was a firm believer in doing less, correctly the first time.

Shawn explained that Wilcox Ranch was kind of a quagmire because they had base and different types of Class E come in. He said they concluded that base has too much three-quarter inch rock and we need more of the fines. He said we've learned that on this system and if we could start getting this, this thin layer, the mileage we could get is one of those that even when he goes to tie it in, he believed he could tie it in without contaminating it that bad.

Trustee Johnson said the other point he wanted everybody to consider was if they had put down four inches instead of 2/10ths on Wilcox Ranch, they would have gotten from Amy to Crazy Horse. He said he would not have been able to improve the segment from Crazy Horse to Quaking Aspen which is a real quagmire in a wet winter. He said as it is, we created a very good riding surface for that entire segment of roadway for 100 residences, 300 people. He said there are tradeoffs and pros and cons, and he said he did not disagree with anything Trustee Otto said, but we would have had 300 people driving through mud for that mile and a half that we would not have had the money to surface. He said it's a point of discussion. He said he would like to have Shawn rehab Wilcox Ranch and see how it goes.

Trustee Otto requested that when the crew lays the base down, to try and not spread it out to the edge because the traffic will push it out to the edge all on its own.

Trustee Johnson asked if there was any public comment on these items? Hearing none, he moved on to the next agenda item.

- c. Operations Manager's Report - Including Surplus Equipment/Vehicles, and Capital Outlay:** Shawn Kelly stated his list of capital outlay items for the balance of the current fiscal year ending on June 30, 2020 and for the next fiscal year beginning on July 1, 2020, was reviewed at the May 21, 2020 meeting. He asked that the Board approve the list (see attached) at tonight's meeting. With clarification from Cathy Glatthar, Shawn explained that if he finds a deal on an item or items on the list, he will check with the President of the Board, Trustee Johnson, who will ensure that the funds are available before authorizing any purchase(s). He said the rollover budget for capital outlay should be \$15,156 and next year's capital outlay budget is \$75,000 which was approved during the budgeting process finalized at the May 21, 2020 meeting. He said this pre-approval policy was set up so that a special meeting did not have to be called whenever a capital outlay item was to be purchased; the GID has lost out in the past because they were unable to act quickly enough.

In answer to Trustee Otto's question, Shawn stated the International water truck is not built for our roads. He said the brakes failed on it earlier this week, it has plastic

parts that keep breaking due to the rough road conditions, the tank has been welded and still needs more welding, and other issues. He said if he had the water truck detailed for about \$2,000, he would list it for \$50,000. He said he has done some research, and a replacement water truck would cost between \$40,000 and \$50,000. He said his goal is for the difference between the cost of the replacement and sale of the existing water truck to be \$10,000 to \$20,000. Trustee Otto said he didn't have a problem with that. Shawn stated his goal is to try and get the best deal he can for the GID.

Trustee Dennis said it can be hard to decide whether to buy more base material or buy equipment, but we can't be without a working water truck, especially during the summer.

Trustee Dennis made a motion to approve the list of capital outlay items and allow Shawn Kelly to purchase items on the pre-approved list subject to the availability of funds and the authorization from the President of the Board to make the purchase. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

7. Old Business:

- a. Discussion and Possible First Reading of Resolution F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations, Including Possible Changes to LOM Designations and Changing Quaking Aspen End of Maintenance to Mountain Aspen Road:** Trustee Johnson said for items 7. a. and b., he has proposed wording for both of these resolutions, but it is not typed up. He said he wanted to postpone both items until the next meeting when draft resolutions will be available.
- b. Amend Snow Removal Resolutions - May Combine with Resolution F20-R1 or Keep Separate:** Addressed above with 7. a.

8. Judicial/Government Affairs:

Louie Test reported Washoe County denied our request to join the County's employee health insurance program. He said he thought the main reason for the denial was that the County would be opening the door to all the other general improvement districts wanting to join the County's health plan.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Our next meeting is July 16th
- By August 1, 2020, request from Washoe County Planning a 5-year review of the Wayside aggregate pit. Cathy said she would put together a draft based on the prior 5-year review and get it to Trustee Johnson for his approval.

10. Correspondence:

Cathy Glatthar reported receiving a letter from the State Department of Taxation stating our final budget was in compliance.

11. Public Comment:

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

- Trustee Dennis stated he wanted to discuss prioritization: maintaining the existing roads, backing up a little bit, looking at the Cape seal maintenance, looking at the Class E base we need to put down to maintain the existing roads, and then see what we have left and what we can do for the list of roads delineated earlier.

Trustee Johnson said the agenda item “Future Road Improvement Projects” is broad enough, so we will definitely get that discussed.

- 13. Adjournment:** Trustee Dennis made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 7:01 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of June 25, 2020

Total of all Bank Accounts:	Balance as of June 25, 2020 - Almost CD #5010	267,096.82
	Balance as of June 25, 2020 - A/P / General Ckg #4179	449.98
	Balance as of June 25, 2020 - Payroll #4430	17,000.00
	Balance as of June 25, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	284,946.80

<u>Wells Fargo - Almost CD #5010</u>	Balance as of May 21, 2020	377,182.35
Income for the Month		
Ad Valorem/Property Tax	16.46	
Consolidated Tax (CTX)	32,726.94	
LGTA/Fair Share	2,423.74	
Other Income	0.00	
TOTAL	35,167.14	
Interest Income	3.19	35,170.33
Transfer to Wells Fargo #4179	(113,500.00)	
Transfer to Wells Fargo #4430	(31,755.86)	(145,255.86)
	Balance as of June 25, 2020	267,096.82

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of May 21, 2020	378.97
Transfer from Wells Fargo #5010	113,500.00	
Interest Income	0.18	113,500.18

NAME	CK #	AMOUNT	DESCRIPTION	
A&H Insurance	9803	8,468.26	20/21 POOL Liability & Property Insurance Policy	
Catherine Glatthar	9807	1,951.21	Secretarial Services \$1,236.00, Accounting \$411.25, Office Supplies \$31.88, Public Relations - Website \$272.08	
Flyers Energy	9808	1,166.26	Fuel	
Granite Construction	9804	778.50	9 Tons of Asphalt Hot Mix Patching Material @ \$86.50 per ton	
Granite Construction	9809	250.20	Road Maintenance - Striping paint & glass beads \$196.32, Shop supplies \$53.88	
Hoffman & Test	9810	400.00	Monthly retainer	
Napa	9811	123.06	F450 parts \$33.75, Shop supplies \$89.31	
NV Energy	9805	103.49	Utilities - Electric	
Pyramid Business Services	9812	1,012.70	Monthly Bookkeeping, Payroll	
Sierra Nevada Construction	9802	99,010.00	2020 Pavement Edge Reinforcement Project	
Sonsray Machinery LLC	9806	165.49	Emergency Brake Cable for Loader	
TOTAL		113,429.17		(113,429.17)
			Balance as of June 25, 2020	449.98

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of June 25, 2020

		Balance as of May 21, 2020	17,000.00
<u>Wells Fargo - Payroll #4430</u>			
Transfer from Wells Fargo #5010		31,755.86	
Transfer from Petty Cash		282.48	
Interest		0.10	32,038.44
Net Payroll		10,694.06	Net Payroll
Petty Cash		380.00	ATM withdrawal for Petty Cash
LJ's BECC 6/3/2020 Stmt			
Costco	LJ's CC	60.00	Annual Membership
Sani-Hut	LJ's CC	129.87	Monthly restroom bill
Prominence	LJ's CC	2,902.71	Health Insurance
Wells Fargo	LJ's CC	(259.11)	Cash Back Credit
LJ's BECC 7/3/2020 Stmt			
Silver State Barricade & Sign	LJ's CC	606.94	Striping machine \$79.50, Operating supplies \$150.40, Road Maint Striping Paint \$227.84, Signs \$149.20
Martin Marietta Materials	LJ's CC	12,534.77	February 2020 - Wilcox Ranch Rd (QA to Mid) Aggregate: 2,802.59 Tons @ \$4.50 per ton
SK's BECC 6/3/2020 Stmt			
O'Reilly Auto Parts	SK's CC	56.97	Seat covers for F-450 \$39.99, Shop supplies \$16.98
Velocity Truck Centers	SK's CC	90.99	Repair part for '92 Freightliner Dump Truck
Waste Management	SK's CC	30.40	Monthly bill
Autozone	SK's CC	27.99	Pull broom parts
Auto Truck and Electric	SK's CC	175.00	Pull broom starter
Alhambra (aka DS Services)	SK's CC	49.60	Monthly office water
SK's BECC 7/3/2020 Stmt			
Home Depot	SK's CC	363.05	Supplies/parts for F-450 & all vehicles \$45.59, tools & parts for shop/stock \$317.46
Alhambra (aka DS Services)	SK's CC	12.25	Monthly office water
Verizon	SK's CC	34.92	Monthly cell phone bill
Waste Management	SK's CC	30.40	Monthly bill
Home Depot	SK's CC	22.41	Operating supplies \$18.41, F-450 parts \$4.00
Businessline Line of Credit	BLLOC	175.00	Annual fee for Businessline Line of Credit
Jason Steele	1051	700.00	3 Cattle guard sections
PERS	5928	2,616.00	PERS Monthly Payment
Federal 941 Payment	EFTPS	604.22	Payroll Taxes
		<u>\$32,038.44</u>	<u>(\$32,038.44)</u>
		Balance as of June 25, 2020	<u>17,000.00</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of June 25, 2020

<u>Wells Fargo - Petty Cash</u>	Balance as of May 21, 2020	32.48
Transfer from Wells Fargo #4430	380.00	380.00

	AMOUNT	DESCRIPTION	
	(3,000.00)	Sold 1981 Dynapac, 66" Double, Steel-Drum Roller	
	(400.00)	Sold 1991 Chevrolet 1500 Pickup Truck	
	(1,500.00)	Sold Salt/Sand Spreader	
	(300.00)	Sold Galion P3500A Pneumatic, 9-wheel Roller	
	(100.00)	Sold 1971 Sullair Compressor, VIN 7435	
	(225.00)	Sold 12" Backhoe Bucket (Came with, but didn't fit the new backhoe)	
	5.00	Car wash	
	225.00	Tires for '02 End Dump Trailer	
	4,300.00	Utility Bed for Ford F450	
	350.00	Seats & Console for Ford F450	
	375.00	Fuel Transfer Tank for Ford F450	
	5.00	Cash remaining from 6/6/20 ATM Withdrawal deposited back into Wells Fargo Payroll #4430	
	277.48	Deposit made to Wells Fargo Payroll #4430	
TOTAL	12.48		(12.48)
		Balance as of June 25, 2020	400.00

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 6/22/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 06/25/2020 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of June 25, 2020	284,947		
Additional Revenue Expected Through August 31, 2020	73,602		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020		358,548	
LESS Average Monthly Expenses (\$30,000) x 2 Months	-60,000		
LESS: Capital Outlay (\$17,000 + \$6,725 - \$8,569 = \$15,156); Unexpected Repairs (\$5,000/mo x 2 months)	-25,156		
LESS Reserve Funds (= Ending Fund Balance per Budget)	-80,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020		-165,156	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020		193,392	
Additional Revenue Expected Through August 31, 2020:			
From 2019/2020 <u>Final Budget</u>	Figures Used for <u>Est Op Funds Rpt</u>		
285,324	285,000	Ad Valorem	
492,091	432,000	CTX*	
35,000	31,360	LGTA*	
812,415	748,360		
		July '20 thru Aug '20	
		30,000 x 2	
		2,000 x 2	
		9,602	
		60,000	
		4,000	
		73,602	
* Note: Due to COVID-19, May thru August CTX & LGTA Expected Revenues Were Reduced			
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	16,817	183
Other (non Road Maint)	13,000	15,216	-2,216
	30,000	32,033	-2,033
			A/P Acct Exps
			113,429
			P/R Acct Exps
			32,038
Road Maintenance		113,447	Petty Cash Exps
			12
TOTAL EXPENSES		145,480	145,480

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 06/25/2020 Actual Revenue Exceeds Estimated By:

\$19,953.64

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
at 04/16/20 (21%)	59,850.00	46,418.64	-13,431.36	-4,483.16
at 05/21/20	0.00	565.05	565.05	-3,918.11
at 06/25/20	0.00	16.46	16.46	-3,901.65
July (2%)	5,700.00			
August	0.00			
	285,000.00	275,398.35	-9,601.65	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
at 04/16/20	36,000.00	35,660.65	-339.35	13,455.03
at 05/21/20	30,000.00	32,652.71	2,652.71	16,107.74
at 06/25/20	30,000.00	32,726.94	2,726.94	18,834.68
July	30,000.00			
August	30,000.00			
	432,000.00	366,834.68	-65,165.32	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
at 04/16/20	2,920.00	0.00	-2,920.00	400.11
at 05/21/20	2,000.00	6,196.76	4,196.76	4,596.87
at 06/25/20	2,000.00	2,423.74	423.74	5,020.61
July	2,000.00			
August	2,000.00			
	31,360.00	32,380.61	1,020.61	

SHAWN KELLY
HOURLY PAY RAISE SCENARIOS

Scenario 1 - 2.5% pay raise:

Hourly Rate	34.00
Hourly Rate Increase (34 x 0.025)	<u>0.85</u>
New Hourly Rate	34.85

Scenario 2 - 3% pay raise:

Hourly Rate	34.00
Hourly Rate Increase (34 x 0.03)	<u>1.02</u>
New Hourly Rate	35.02

Scenario 3 - \$1/hour pay raise:

Hourly Rate	34.00
Hourly Rate Increase (\$1)	<u>1.00</u>
New Hourly Rate	35.00

Scenario 4 - \$2/hour pay raise:

Hourly Rate	34.00
Hourly Rate Increase (\$2)	<u>2.00</u>
New Hourly Rate	36.00

History:

Hired as Equipment Operator: April 9, 2018 at \$28/hour (w/benefits)
Promoted to Operations Manager: May 21, 2018 at \$33/hour (w/benefits)
Operations Manager: July 1, 2019 \$1/hour raise to \$34/hour (w/benefits)

CHUCK BLOWER
HOURLY PAY RAISE SCENARIOS

Scenario 1 - 2.5% pay raise:

Hourly Rate	21.00
Hourly Rate Increase (21 x 0.025)	<u>0.53</u>
New Hourly Rate	21.53

Scenario 2 - 3% pay raise:

Hourly Rate	21.00
Hourly Rate Increase (21 x 0.03)	<u>0.63</u>
New Hourly Rate	21.63

Scenario 3 - \$1/hour pay raise:

Hourly Rate	21.00
Hourly Rate Increase (\$1)	<u>1.00</u>
New Hourly Rate	22.00

Scenario 4 - \$4/hour pay raise:

Hourly Rate	21.00
Hourly Rate Increase (\$4)	<u>4.00</u>
New Hourly Rate	25.00

History:

Hired as Seasonal Laborer (patch crew): Oct 17, 2017 at \$20/hour (no benefits)
Promoted to Road Maintenance Worker: Feb 4, 2019 at \$20/hour (w/benefits)
Road Maintenance Worker: July 1, 2019 \$1/hour raise to \$21/hour (w/benefits)

PVGID OPERATIONS REPORT

Report Period: 5/18/2020 to 6/21/2020

ATTACHMENT: 6/25/2020 Meeting Agenda Item 6. c.

Note: The crew was off for Memorial Day, May 25th and on vacation May 26th, 27th and 28th.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 60 hours; 670 Grader = 0 hours]

1. Bacon Rind S: Axe Handle – Sky Ranch
2. Bacon Rind N
3. Broken Spur: Whiskey Springs – Tumbleweed
4. Hockberry: Ironwood – Pony Springs
5. Grass Valley W: All
6. Amy Short (Ironwood – Wilcox Ranch)
7. Right Hand Cyn: Near 2655 to Block house Spread 686 tons of Class E and topped with 4000 gal treated water. Block house to Wrangler knock the bumps out while waiting for aggregate trucks

OTHER ROAD WORK:

1. Ironwood & Whiskey Springs: Sweep ahead of edge paver
2. Whiskey Springs: Near 2200 Spread with grader 12 tons left over AC. Next day had left over tac oil on road spread 9 tons AC
3. Whiskey Springs: Pull shoulder backing to new edging Slope ditches Patch .23 ton cold mix
4. Ironwood: Pull shoulder backing to new edging, Slope ditches. Patch 1 ton cold mix
5. Ironwood: Pyramid – Amy Stripe center line
6. Whiskey Springs: Pyramid – Grass Valley Stripe center line

OTHER:

None

EQUIPMENT:

1. '92 10-Wheel dump truck: Air leak in dash, Heater control bad R&R
2. 580 Backhoe: Complete service, Change oil & filter, Hyd filter, lube
3. Loader: Emergency brake cable broke R&R
4. Waldon pull broom: Starter bad R&R Starter & solenoid and new switch
5. '88 Int'l Patch truck: Rework screed
6. '05 International water truck: Tank had cracks, Welded up

CAPITAL OUTLAY ITEMS FOR FISCAL YEAR 2020-2021

Excerpt from the Board Member's Handbook:

Acquisition of Assets

Road Maintenance Equipment and Vehicles:

During the annual budget process, the Road Maintenance Operations Manager (OM) submits a road maintenance equipment and vehicles budget to the Board for approval. Purchases of equipment and vehicles on the approved budget list are to be made by the OM, but only after conferring with the Board president. The Board president will be responsible for verifying that the cash is available before any purchase is made.

Shawn Kelly's List of Capital Outlay Items for Approval:

- Grader (would sell John Deere 670 grader)
- Water Truck (would sell 2005 Int'l water truck)
- Water Tank (already approved, but not purchased as of June 25, 2020 - would replace the tank on the 1995 Peterbilt water truck)
- Loader (would sell 1990 Case loader)
- Paver, tack pot, 36" smooth-drum roller and trailer (for a "hot" patch program)
- Excavator (would sell 1989 Case dozer)
- Building to include maintenance shop, office, and bathroom (office trailer would be sold and monthly rental of Sani-Hut restroom would end)
- Phone Line Locator
- Tilt Bed Trailer (would sell Zieman tilt bed trailer)
- 10-Wheel Dump Truck (would sell 1992 Freightliner 10-wheel dump truck)

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, July 16, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:05 p.m. Thursday, July 16, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Donald Otto (by phone), Greg Dennis (by phone), and Larry Johnson. Trustees Marty Breitmeyer and Jim Currivan were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel.

At this time, Trustee Johnson made the following announcement:

Washoe County Parks has informed the PVGID that the range classroom cannot be used until the Governor opens Phase 3 or Phase 4. Until we are notified that we can use the classroom again, meetings will be teleconference meetings similar to the May 2020 meeting, with public comments submitted by email in advance of the meeting.

2. **Public Comment:**

Shawn Kelly read his statement into the record (see attached).

Pam Roberts read her statement into the record (see attached).

Debra Shirk asked a question and the matter has been moved to item 5. c. Operations Manager's Report.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes – June 25, 2020: Closed Session for Chuck Blower, Closed Session for Shawn Kelly, and Open Session:** Trustee Dennis made a motion to approve all three sets of minutes as written. Trustee Otto seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

- a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$300,333.62. She said we received \$37,540.79 in income, which included Ad Valorem (Property Tax) \$8,730.98, Consolidated Tax (CTX) \$26,648.08, LGTA (Fair Share) \$2,159.31, and interest income \$2.42. She explained there were a few unusual payments this month: (1) Sierra Rental and Transport for trucking of Class E material from Martin Marietta to the Right Hand Canyon Road project for \$2,623.00, and (2) TNT Auction for the purchase of a Crafcro Crack Sealer for \$1,047.51.

Trustee Otto made a motion to approve the transaction report and pay the bills for July. Trustee Dennis seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report:** Cathy Glatthar reviewed the Estimated Operating Funds for Road Improvements report (see attached). She said the additional revenue expected through August 31, 2020 is \$32,000 which consisted of \$30,000 for CTX and \$2,000 for LGTA. She stated the estimated net operating funds for road improvements as of August 31, 2020 is \$223,226.

5. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson stated Shawn Kelly has been mostly grading for the past couple of weeks. He said the road conditions are extremely dry; the roads washboard overnight and we can't get enough water on the roads. Shawn Kelly said for example, they put down 18 - 4,000-gallon loads of water on a one-mile section of Amy Road. Trustee Dennis said he concurred with Shawn that it takes a huge amount of water to get a sufficient level of water to get the necessary soil compaction. Shawn said they have been utilizing both water trucks and first thing they do is both he and Chuck put water on the road and when it's sufficient, Shawn runs the grader. He said 200 days without moisture is brutal on the roads.

- b. Future Road Improvement Projects:** Trustee Johnson explained that at the last meeting he provided a list of eight roads (see below) they wanted to try to cover with aggregate material this year, as follows:

1. Right Hand Canyon
2. Amy from Ironwood to Wilcox Ranch
3. Bacon Rind north and south
4. Wild Horse from Whiskey Springs to Sharrock
5. Wild Horse from Sharrock to Crossover
6. Twin Springs from Wilcox to Crossover
7. Twin Springs from Crossover to the cul-de-sac
8. Range Land from Peak to Winnemucca Ranch

Trustee Johnson reiterated that Martin Marietta has verbally committed to setting up their plant to produce a special Class E material that is within our specifications. He explained the material may not be available until sometime in late August or September. He said we have essentially \$223,000 in our estimated operating funds through the end of August. He said one of the things he wanted everyone to consider was putting a four-foot-wide band of chip seal on the edge pavement reinforcement areas; about five miles of Ironwood and approximately three miles of Whiskey Springs. He said Shawn has purchased a Crafcro crack sealer, but in Trustee Johnson's experience, neither slurry seals nor chip seals will adhere to the Crafcro material. He stated he wanted to have a discussion with the Crafcro technical representative before we use that material.

Trustee Dennis agreed that due consideration is necessary before using that material on the alligatored cracks in the chip seal. He said his assessment is that it's the subgrade that's going bad that causes the failure of the chip seal. He said we need to look at what needs to be done for the long-term.

Trustee Dennis asked what the cost per ton would be for the special Class E?

Shawn said the special run may run a few dollars more per ton than the \$5 per ton he stated at the last meeting.

Trustee Dennis said he ran some numbers using \$20 a yard and \$15 a yard. He said if it's four inches of base, 20-feet wide, if we got down to \$10 a yard, we can do over 12 miles of Type II road base. He said let's do an analysis where you spread wet, Type II base on the roads and you won't have to water the road. He said all you have to do is pay for the Type II base and we could do 12 miles or more a year for \$100,000. He said with the base coming in wet, you'll only have to spread the material and compact it.

Shawn said he has thought about it, and the Type II base is usually wet, but when using the Class E material, we have to have water. He said when they have used the Type II base, such as on the Wilcox hill, a lot of the gravel ends up in the ditch, but with the Class E, there's some "stickiness" that makes it like concrete.

Trustee Dennis said the public would probably like it if the dust was cut down to only 20%.

- c. Operations Manager's Report - Including Surplus Equipment/Vehicles, and Capital Outlay:** Shawn Kelly explained they are basically in a grading mode. He said there haven't been many working days since the last meeting, but they've gotten a lot done and they continue to grade.

Debra Shirk asked how the decision was made on putting the white lines down on [Whiskey Springs and Ironwood Roads]?

Shawn Kelly responded that the decision was made by him as the Operations Manager. He explained the decision was made in response to a number of residents' requests for safety reasons and to protect the edge of the Cape seal on those roads. He stated he only did a few miles of Whiskey Springs because they ran out of time and he had to get back to grading roads. He said they will go back and finish striping Whiskey Springs in the areas where the edge pavement was done. He said he has received positive feedback from residents.

Ms. Shirk asked what it cost to do the striping?

Shawn explained the initial expense was a little more costly because they had to measure and mark the lines, whereas in the future, it won't take as long to go over the existing lines. He stated it cost just under \$2,000 in labor and materials; a striping crew would have cost a lot more.

Debra Shirk said she has seen the good things from having the lines, but having lines makes it seem like we're in town.

Trustee Otto thanked Shawn for doing the striping. He said he thought it was a great improvement.

Trustee Otto said the shouldering-up Shawn did next to the asphalt edge was tough to do, but was a great improvement, and he appreciated that Shawn did it. He said the sharp turn on Ironwood was not done because there's just rock there.

Shawn explained he would have to import material to shoulder-up that section.

In answer to Trustee Otto's question, Shawn explained that on Right Hand Canyon Road a three-quarter of a mile section of old, deteriorating asphalt was covered with Class E. He said from Wrangler Road to Raptor/Thumbs Up Road, they pulled the shoulder material and raised the road by a foot to 18 inches. He said the material won't hold, and he really wants to get it covered with the special Class E material.

Trustee Otto said it may have to wait until the wintertime until we get a multi-day soaker and then go back with the smooth-drum roller to compact the roadway.

Trustee Otto addressed Trustee Dennis regarding the Type II base versus the Class E, and said the Type II base sounds great, but it really ends up being rocky. He said the fines blow away when it's dry on the surface and the rock rattles to the surface. He said the only way to get the rock introduced back into the fines is to go deep and mix the rock into the fines. He said the Class E sets up hard and has a lot less dust; it's a more appropriate product.

Trustee Otto said if you put down base on a smooth surface, and put down only two inches of base, it won't bind. He said you have to scarify the surface before you put down the base material. He said maybe they should use a serrated cutting edge on the road just prior to dumping the base down.

Trustee Johnson said before material is put down, the road will be graded and watered, and that should allow the material to bond very nicely. He said the other factor involved in the superiority of the Class E over the aggregate [Type II] base, is if anybody has driven out Winnemucca Ranch Road past the end of the pavement, you can see how readily the aggregate base washboards; it will knock your teeth out. He said the key to preventing that is the -200 fraction; increasing that in the Class E to 18 to 20%. He said it will provide a much more durable surface, as we have seen on Wilcox Ranch Road.

6. Old Business:

a. Discussion and Possible First Reading of Resolution F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations, Including Possible Changes to LOM Designations and Changing Quaking Aspen End of Maintenance to Mountain Aspen Road:

Trustee Johnson said the main thing was this resolution (see attached) supersedes previous resolutions from 1977, 1993, and 2006. He stated the acceptance of new roads for maintenance is still covered by Resolution F16-R2 that was approved in 2016. He read Item 3, as follows:

The classification of "Seasonal Roads" described in previous Resolution No. F77-R4 is hereby terminated. These roads will be elevated to LOM 3. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.

In discussing the levels of maintenance designations, Trustee Johnson opined that it was an attempt by previous Boards to prioritize roads primarily based on the number of residences served. He then skipped to Item 6 and read as follows:

The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution F06-R1 was written in 2006, and generally correlates with the number of residences served. The LOM classifications are not a guarantee of how many times a year any particular road segment will be graded since other factors such as weather events, and subgrade soil characteristics are also involved. The Operations Manager

shall, on a regular basis, survey roadways and establish priorities for maintenance. Requests for maintenance received from residents shall be analyzed by the Operations Manager who will determine validity and establish priorities for grading and other maintenance. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.

Trustee Otto said that statement supersedes the rest of those items, and he likes this clause.

In response to Trustee Dennis, Trustee Johnson explained resolutions require two readings; this is the first reading and the earliest this could be adopted would be at next month's meeting.

Trustee Johnson returned to Item 4, and read it, as follows:

The list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended August 20, 2020 is attached and made a part hereto. This list should be reviewed and possibly updated every ten (10) years as growth occurs within the District.

Trustee Johnson explained the list could be updated sooner, but it must be reviewed at least every 10 years.

Trustee Johnson then read Item 5, as follows:

Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:

- Name of Road
- Portion of Road to be Added or Deleted (if applicable)
- Number of Miles to be Added or Deleted (if applicable)
- Level of Maintenance Designation (1, 2, or 3)

Trustee Johnson then read Item 7, the final item of the resolution, as follows:

Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

Trustee Johnson stated attached to the draft resolution was the list of accepted roads and level of maintenance with a few proposed changes in LOM: (1) Broken Spur, from Whiskey Springs south to end, changed from LOM 1 to 2; (2) Quaking Aspen, from Wilcox Ranch Road to Hidden Canyon, changed from LOM 1 to 2; and, Sage Flat from LOM 2 to 3. He explained Sage Flat was designated a LOM 2 because at the time, the GID bought water from a farmer and we ran the water trucks up and down that road continually in the summertime.

Trustee Johnson asked everyone to review the draft resolution, and stated we could amend it or approve it at the August meeting.

Trustee Dennis said this looks reasonable, but he still had concerns about whether or not the GID had any liability if someone could not get to their house if there was a flood or a bad winter storm?

Louie Test said if the cause is a rainstorm or something like that, that's going to be an Act of God. He added that this is written such that the GID is going to do their best to maintain the roads, but there are no guarantees.

Pam Roberts stated overall you've done a really good job in making an inherited document more clear. She said it does make the impression that the GID is going to do the best they can. She said she objected to having the review period in Item 4 changed from five years to ten years. She said the language states "should" instead of "shall" and five years does not put too much pressure on the Board or staff to update the list. She asked Trustee Johnson to explain why he proposed the changes to Broken Spur and Quaking Aspen from LOM 1s to 2s?

Trustee Johnson stated those changes are being proposed purely because of the number of residences served. He said Ironwood Road is a LOM 1 because it serves 193 homes. He said he can't justify putting Quaking Aspen (he disclosed that is the road he lives on), that has 27 homes, on the same level as Ironwood, Whiskey Springs, Range Land, Axe Handle, and portions of Amy, even though there is significant traffic on Quaking Aspen going to the microwave towers. He said the same thing goes for Broken Spur.

Trustee Otto stated he originally submitted an amended LOM list and there has never been any comment about what he submitted.

Trustee Johnson said his comment is that he disagrees entirely with what Trustee Otto submitted.

Trustee Dennis said he wanted to keep the LOM fairly consistent with what has been done historically, and it comes down to the number of homes and looking at the level of traffic (ADTs - Average Daily Trips). He said he thought we had done a good job in estimating what each road's LOM should be.

Trustee Otto said all roads deserve decent attention no matter the LOM number. He said if people are bouncing over a rough road or dealing with muddy ruts in the wintertime, those roads need to be dealt with before a pothole in the asphalt on Ironwood. He said he understands it is up to the [Operations Manager] to go out and make his own judgment on all of this. He said when we have all these numbers attributed to these roads, it seems irrelevant; he has always felt that the LOM was irrelevant.

Trustee Johnson addressed Trustee Otto and said since Trustee Otto lives on what used to be a seasonal road that was only open from the middle of May to the middle of October, elevating seasonal roads to a LOM 3 is a tremendous upgrade for Trustee Otto's situation. He further explained if residents want work done, all they have to do is submit a maintenance request and it will be considered and prioritized as appropriate; it will be determined if the request is valid or not. He explained there is a holdover from the old resolution that states if a road is going to be improved, it will be done at the residents' costs; roads will not be widened or otherwise improved, unless the Board deems it cost effective and practical. He said people need to accept some responsibility for where they build and where they buy. He said they need to be aware of the condition of the road, likewise and not necessarily run to this Board and say, "I moved in and I want my road raised in standards."

Trustee Otto said if Trustee Johnson was referring to Quaking Aspen and the road in front of his place, Trustee Johnson can't expect people to go four or six months and

have trouble getting through or can't get through a particular spot, and then not be able to deal with it themselves. He said Trustee Johnson has told everyone, numerous times, not to touch the road because they are not covered by insurance, but still, Trustee Johnson doesn't want to do anything during those bad months. He said he has personally requested two times, because they were eight inches deep in mud, and Trustee Johnson wasn't going to do anything on that spot on Quaking Aspen because it was a seasonal road with no upgrades and no money was going to be spent on that unless he, Trustee Otto, forked out the money. He said he's seen many places where Trustee Johnson has done that on seasonal roads. He said Trustee Johnson used good judgment and added drainages, and material to seasonal roads as Trustee Johnson felt was necessary, but for some reason or another he, Trustee Otto, doesn't fill the bill.

Trustee Johnson explained to Trustee Otto that he has authorized this Board and personally supervised the spending of tens of thousands of dollars in improvement of upper Quaking Aspen that was to the benefit of all of the residents.

Trustee Otto said a lot of that came from our tax money.

Trustee Johnson said all of our culvert work, all of our sub-drainage work, all of our stabilization above Trustee Otto's house was done with GID funds.

Trustee Otto agreed.

Trustee Johnson said we are going to move on.

Trustee Otto said just brush that under the rug.

Shawn Kelly said he's only been here a little over two years, and said he hoped Trustee Otto had noticed a change in the situation around here, and he said his goal is to continue to grade lots of roads. He said he's been grading lots of roads and improving lots of roads. He said they will all get done in a timely manner. He said just bear with me and we will get this all worked out and everything will be as it needs to be.

Trustee Johnson addressed Trustee Otto and said part of our winterizing program in late fall, they will probably add a couple of loads of Class E material to lower Quaking Aspen Road. He said at that time, at his cost, he intends to pay for the placement of Class E material in front of his property, and at that time he thought it would be appropriate for Trustee Otto to ask for the Board to consider a few loads of gravel in that low area in front of Trustee Otto's house. He said let's get it addressed and then Trustee Otto will have resolution one way or the other.

Trustee Johnson clarified that he will be paying for the materials in front of his property, but Trustee Otto doesn't necessarily have to pay for the material in front of his house; Trustee Otto needs to ask the Board if the District will do it.

Trustee Otto said he's asking now.

Louie Test interjected that this item is not on the agenda; let's move on.

- b. Amend Snow Removal Resolutions - May Combine with Resolution F20-R1 or Keep Separate:** Trustee Johnson read the following section of Resolution No. F20-R2 (see attached) into the record:

- Snow removal from GID-maintained roads should be performed when snow depths reach four to six inches. It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.
- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads shall be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

Trustee Johnson stated if we get a Saturday night snow storm, he wants the crew out there Sunday working; the Operations Manager has the authority to approve overtime. He said the resolution allows a lot of judgment on the part of the Operations Manager, which he thought was mandatory.

Trustee Dennis said he thought Trustee Johnson was right about not putting too much verbiage into snow removal; things change very quickly with storms. He said he was reticent with regards to any of the verbiage on snow removal other than saying when it gets over eight inches, our policy will be to have our crew out there removing snow. He said our objective in this is that everybody needs access to their home, and that's always been a priority, and with snow or a flood, that priority is going to be dictated by good judgment. He said if this is what Trustee Johnson wants in the form of a resolution, then he guessed he was okay with it, but he would prefer to let the Operations Manager deal with it the way he needs to.

Trustee Johnson explained that the problem is there are past resolutions that this resolution would supersede. He said he wanted to make the new resolution more general and allow the Operations Manager more latitude to do what he feels is right.

Trustee Otto said he agreed.

Pam Roberts said she looked at the old resolutions and she agrees with President Johnson that this resolution really does help clarify. She added that she thought it gave Shawn a little bit of direction but a lot of flexibility, and she was very confident that Shawn was going to work hard to make sure people can get where they need to go after a storm. She said she thought this was a great resolution.

Trustee Otto asked what if people can't get out and the GID equipment just can't be everywhere, was it the Board's feeling that the homeowners can remove snow on the GID roads in order to get out?

Trustee Johnson said on the record, legally, no, but off the record, we all do. He said we have had major snow events, and we have to do what we have to do.

Shawn Kelly said first of all, everybody should have a four-wheel drive.

7. New Business: None

8. Judicial/Government Affairs: Louie Test stated he had nothing to report.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Our next meeting is August 20th. We don't know what the status will be by then, but we may not be able to meet here (at the Washoe County range); we may have to do the special, teleconferenced meeting, and any public comment will have to be submitted prior to the meeting. Trustee Johnson mentioned the Reno City Council has gone to that methodology this month, so there is precedence for that. He added hopefully we won't have to do that.
- The Quarterly Economic Survey is being signed tonight and will be submitted by August 14th.
- The [request for the] 5-year review of the Wayside aggregate pit is being signed tonight and will be submitted by August 1st.
- The Indebtedness Report will be submitted on or before August 1st (the PVGID has no debt).

10. Correspondence:

Cathy Glatthar reported receiving an email from a resident who lives on west Grass Valley Road who alerted her to the De La Luz horse races having an event on July 4th and also informing her that another horse race event had been previously held this summer. Cathy said the De La Luz Horse Races operators have a special use permit and they are subject to conditions of approval including supplying the GID with an event schedule and a watering contract, and the GID did not receive either. She said she informed code enforcement and the planning department of a code violation. She said code enforcement issued a stop activity order and the planning department has started the process of revoking their special use permit.

11. Public Comment:

Pam Roberts stated she did still object to the way this Board plans on holding their next meeting. She said she did not think it was the same as what the Reno City Council is doing. She said her understanding was that the Reno City Council is not allowing the public to participate in the meeting the way they had done in the past because there had been some violent, rude, and awful things being said in which they were attacking the council members. She said she thought that was a different issue than the COVID-19. She said it was her understanding that the public would still be able to listen to the meeting contemporaneously, but the public wouldn't be able to participate. She said she thought there were ways for the GID to broadcast their meeting so that the residents in this community can listen while the Board is discussing, debating, and taking action on items. She said she did not think it fits the exception and she wished the Board would reconsider trying to find another way to hold the meeting so the public is not locked out.

Debra Shirk said she kind of agreed; that she was not a computer expert, and there seems to be three of us here [in the audience] and even last time it was very small. She said she did not understand why we couldn't just meet here again.

Trustee Johnson answered because the County won't let us.

Shawn Kelly said they didn't even want us meeting here tonight. He said we had to fight to get the County Parks Department to allow tonight's meeting to go on as planned and as noticed.

In answer to Ms. Shirk's question, Cathy Glatthar explained that if Ms. Shirk wanted to be on an email list to receive agendas, notices, and minutes, she just needed to send a request by email to palvalgid@gmail.com.

Ms. Roberts mentioned Julie Brandt at Model Farms has allowed community groups to use her barn for free. She said it seemed to her that the GID could hold their meetings there, unless there's some law that prohibits it.

Trustee Johnson said that was probably a good suggestion and we could explore that and the equestrian center. He thanked Ms. Roberts for her suggestion.

Louie Test asked if it met the handicap requirements?

Cathy Glatthar said only if you meet downstairs at the equestrian center.

Ms. Roberts said at the [Model Farm] barn, she's seen people in wheelchairs, but whether or not it meets [ADA requirements], she didn't know.

Shawn Kelly said we've had over 200-plus days of dry weather, and it is the season for a bunch of new drivers. He said he has seen on every one of the dirt roads after he has graded them all kinds of people tearing the roads up by accelerating real fast, doing donuts, and doing these things that tear up the roads. He asked people to please ask their neighbors to slow down until we get some moisture, which will help us maintain their roads. He said he needed all the help he could get, and the only way to do that was to slow down a little bit and allow them to get their job done, thank you.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

12. **Board Member and Staff Items:** None
13. **Adjournment:** Trustee Dennis made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 7:33 p.m.

PVGID July 16, 2020 Meeting

Item #2 - Public Comment:

Statement read into the record by Shawn Kelly

This is a response to the PVGID taxpayers. All PVGID taxes collected through Washoe County's property taxes are placed into the GID's general fund. The funds are used to maintain, repair, and improve the road system throughout the entire valley – which is approximately 186 lane miles of GID-maintained roads. The taxes a property owner pays, are not set aside to just pay for work on their road; they are for the entire system.

Public Comment for Agenda item 2 for PVGID meeting on July 16, 2020

I was unable to attend the June 25 meeting as I was with my family fishing and crabbing on the Oregon Coast. I listened to the audio recording of the meeting and compared them to the written minutes and have the following comments.

Vicki, the bookkeeper, reported that Shawn had sold \$6725 in equipment and bought several pieces of equipment with that money. Maybe I misunderstood, but it appears that these transactions violated this Board's policy regarding Petty Cash which has a limit of \$400.

In the draft written minutes, under the New Business discussion of hourly wages for an equipment operator, there appears to be an incomplete sentence about what other grade operators get paid. I have done some research on this and according to ZipRecruiter, the average hourly wage in Nevada is \$20.26 per hour. I also found on Transparent Nevada that a heavy equipment operator in Mineral County makes between \$21,000 and \$29,000/year.

There is a huge difference between the appropriate hourly wage for a beginning heavy equipment operator like Mr. Blower and expert operator like Don Otto. I believe more training is needed. I also found that there are several companies that provide training for two days or longer.

If the PVGID can obtain a special-order type of road base at the half the cost of the standard road base from Martin Marietta and the special-order road base is superior, I take my hat off to you.

It was an interesting discussion on whether it is better to put less road base (2/10 layer) and cover more road or put a 4 inch layer down that prevent the native materials from leaching through and cover less road. This is a policy that the Board needs to reach a decision and direct the Operations Manager accordingly.

Regarding the discussion about the water truck, I did some research and now understand the difference between an off road water truck and street water truck. However, I find it hard to believe that Shawn can sell the current water truck with all of its problems for \$50,000 after paying \$2000 to get it sale ready and the claim he can get a replacement truck for between \$40,000 to \$50,000.

Pam Roberts,

PV Resident

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of July 16, 2020

Total of all Bank Accounts:	Balance as of July 16, 2020 - Almost CD #5010	282,462.70
	Balance as of July 16, 2020 - A/P / General Ckg #4179	470.92
	Balance as of July 16, 2020 - Payroll #4430	17,000.00
	Balance as of July 16, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	<u>300,333.62</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of June 25, 2020	267,096.82
Income for the Month		
Ad Valorem/Property Tax	8,730.98	
Consolidated Tax (CTX)	26,648.08	
LGTA/Fair Share	2,159.31	
Other Income	<u>0.00</u>	
TOTAL	37,538.37	
Interest Income	2.42	37,540.79
Transfer to Wells Fargo #4179	(7,000.00)	
Transfer to Wells Fargo #4430	(15,174.91)	<u>(22,174.91)</u>
	Balance as of July 16, 2020	<u>282,462.70</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of June 25, 2020	449.98
Transfer from Wells Fargo #5010	7,000.00	
Interest Income	0.02	7,000.02

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9813	1,229.12	Secretarial Services \$861.58, Accounting \$280.00, Office Supplies \$87.54	
EMRB	9814	6.00	EMRB annual Assessment per employee 2 X \$3.00	
Flyers Energy	9815	1,651.02	Fuel	
Granite Construction	9816	125.46	1 ton patching for Ironwood, .23 tons Whiskey Springs	
Hoffman & Test	9817	400.00	Monthly retainer	
NV Energy	9818	74.17	Utilities - Electric	
Pyramid Business Services	9819	830.00	Monthly Bookkeeping, Payroll	
Sierra Rental & Transport	9820	2,623.00	Class E from Martin Marietta to Right Hand Canyon	
Silver State International	9821	<u>40.31</u>	05 Int'l Water Truck Camshaft/LH	
TOTAL		6,979.08		(6,979.08)
			Balance as of July 16, 2020	<u>470.92</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of July 16, 2020

<u>Wells Fargo - Payroll #4430</u>		Balance as of June 25, 2020	17,000.00
Transfer from Wells Fargo #5010	15,174.91		
Interest	0.10		15,175.01
Net Payroll	7,123.69	Net Payroll	
LJ's BECC 7/3/2020 Stmt			
Sani-Hut	LJ's CC 129.87	Monthly restroom bill	
Prominence	LJ's CC 2,902.71	Health Insurance	
Reno Gazette-Journal	LJ's CC 177.00	Legal Notice: Annual Fiscal Report	
SK's BECC 7/3/2020 Stmt			
Autozone	SK's CC 47.94	Operating supplies	
TNT Auction, Inc.	SK's CC 1,047.51	1993 Crafcro EZ-Pour Crack Sealer	
SK's BECC 8/3/2020 Stmt			
Ranshu	SK's CC 186.00	05 Intl Water Truck AC Condensor \$60.00, Operating Supplies \$126.00	
Verizon	SK's CC 34.92	Monthly cell phone bill	
CarlD.com	SK's CC 42.86	AC Condenser for Ingersoll Rand Compactor	
Amazon.com	SK's CC 82.03	Hitch for F450 to pull Crack Sealer	
PERS	5930 2,616.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS 784.48	Payroll Taxes	
	<u>\$15,175.01</u>		<u>(\$15,175.01)</u>
		Balance as of July 16, 2020	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>		Balance as of June 25, 2020	400.00
Transfer from Wells Fargo #4430			0.00
	AMOUNT	DESCRIPTION	
	<u>TOTAL</u>		<u>0.00</u>
		Balance as of July 16, 2020	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 7/15/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 07/16/2020 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of July 16, 2020	300,334		
Additional Revenue Expected Through August 31, 2020	32,000		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020		332,334	
LESS Average Monthly Expenses (\$30,000) x 1 Month	-30,000		
LESS: Capital Outlay (\$17,000 + \$6,725 - \$8,569 - \$1,048 = \$14,108)			
Unexpected Repairs (\$5,000/mo x 1 month)	-19,108		
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020		-109,108	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020		223,226	
Additional Revenue Expected Through August 31, 2020:			
From 2019/2020	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
285,324	285,000	Ad Valorem	
492,091	432,000	CTX*	
35,000	31,360	LGTA*	
812,415	748,360		
		32,000	
* Note: Due to COVID-19, May thru August CTX & LGTA Expected Revenues Were Reduced			
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	13,391	3,609
Other (non Road Maint)	13,000	6,015	6,985
	30,000	19,406	10,594
			A/P Acct Exps
			6,979
			P/R Acct Exps
			15,175
Road Maintenance		2,749	Petty Cash Exps
			0
TOTAL EXPENSES		22,154	22,154

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 07/16/2020 Actual Revenue Exceeds Estimated By:

\$19,792.01

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
at 04/16/20 (21%)	59,850.00	46,418.64	-13,431.36	-4,483.16
at 05/21/20	0.00	565.05	565.05	-3,918.11
at 06/25/20	0.00	16.46	16.46	-3,901.65
at 07/16/20 (2%)	5,700.00	8,730.98	3,030.98	-870.67
August	0.00			
	285,000.00	284,129.33	-870.67	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
at 04/16/20	36,000.00	35,660.65	-339.35	13,455.03
at 05/21/20	30,000.00	32,652.71	2,652.71	16,107.74
at 06/25/20	30,000.00	32,726.94	2,726.94	18,834.68
at 07/16/20	30,000.00	26,648.08	-3,351.92	15,482.76
August	30,000.00			
	432,000.00	393,482.76	-38,517.24	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
at 04/16/20	2,920.00	0.00	-2,920.00	400.11
at 05/21/20	2,000.00	6,196.76	4,196.76	4,596.87
at 06/25/20	2,000.00	2,423.74	423.74	5,020.61
at 07/16/20	2,000.00	2,159.31	159.31	5,179.92
August	2,000.00			
	31,360.00	34,539.92	3,179.92	

PVGID OPERATIONS REPORT
Report Period 6/22/2020 to 7/12/2020
ATTACHMENT: 7/16/2020 Meeting Agenda Item 5.c.

Note: Crew off on Thursday, July 2, 2020 for Observance of Independence Day

ROADS GRADED AND/OR COMPACTED:

[Grader hours for 11 working days: 770 Grader = 45 hours; 670 Grader = 0 hours]

1. Right Hand Cyn: Wrangler – Raptor, Rebuild road section, Pull shoulders back onto road, Raise the road about 12” to 18”. From Raptor – 3300 RHC: Cut out washboard.
2. Broken Spur N
3. Quaking Aspen: O’Hara – Microwave
4. Rebel Cause
5. Curnow Cyn: Axe Handle – End of Maintenance
6. Amy Short: Ironwood – Wilcox Ranch, Skim pass & Compact
7. Amy South: Wilcox Ranch – Pony Springs

OTHER ROAD WORK:

1. Range Land: Cattle guard – Grey Van, Patched asphalt - 32 tons cold mix
2. Range Land: Cattle Guard, Weld 6x24 Plate to stabilize rails
3. Sharrock: Grass Valley – Broken Spur, Clean ditch
4. Sharrock: Amy, Pull shoulder backing from washout
5. Grass Valley: Sharrock N – Turn around, Clean ditch
6. Wilcox Ranch: Amy – Just past Morning Dove, Spot fill bare spots with 104.54 tons of class E

OTHER:

1. Post Agenda
2. Road Survey
3. To town to pick up parts and supplies

EQUIPMENT:

1. '05 International Water Truck: Brake shoe S cam axle & bushings bad, also springs bad. Replace bushings, S cam axle, and springs. AC Condenser bad R&R. 7/9 Truck would not start.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R1

ROADS ACCEPTED FOR MAINTENANCE AND
LEVELS OF MAINTENANCE DESIGNATIONS

WHEREAS, Resolution F06-R1 - Roads Accepted for Maintenance and Level of Maintenance (LOM) Designation - was intended to supersede Resolution No. F77-R4 - Road Maintenance, Seasonal Roads - but the resolution, as written, did not specifically state that it superseded the earlier resolution; and;

WHEREAS, Resolution No. F93-R1 - Resolution for Accepting Seasonal and Future Roads for Normal Maintenance by Palomino Valley General Improvement District - was revised by Resolution No. F16-R2 - Revision of Resolution No. F93-R1 - Procedure for Accepting Roads for Maintenance by the PVGID and the Requisite Road Standards. The revised resolution did not include any language regarding roads designated and listed as "Seasonal Roads" in the 1977 resolution.

NOW, THEREFORE, be it RESOLVED:

1. This resolution supersedes previous resolutions F77-R4, F93-R1, and F06-R1 for maintenance of existing roads.
2. Acceptance of new roads for maintenance is covered by Resolution F16-R2.
3. The classification of "Seasonal Roads" described in previous Resolutions No. F77-R4 is hereby terminated. These roads will be elevated to LOM 3. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.
4. The ~~level of maintenance is summarized on the following, Table 1~~ list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended ~~October 2019~~ ~~April 9, 2009~~ ~~August 20, 2020~~ is attached and made a part hereto. This ~~table list~~ should be reviewed and possibly updated every ~~five (5)~~ ~~ten (10)~~ years as growth occurs within the District.
- ~~5. The following procedure shall be followed to amend the list of Accepted Roads; which includes additions, deletions, and any change to a level of maintenance designation:~~
5. Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:
 - Name of Road
 - Portion of Road to be Added or Deleted (if applicable)
 - Number of Miles to be Added or Deleted (if applicable)
 - Level of Maintenance Designation (1, 2, or 3)

[Revised Text in Green, New Text in Blue, Deleted Text in Red-Strikethrough]

6. The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution F06-R1 was written in 2006, ~~table is a list compiled primarily on~~ and generally correlates with the number of residences served. The LOM classifications are ~~It is~~ not a guarantee of how many times a year any particular road segment will be graded since ~~many~~ other factors such as weather events, and subgrade soil characteristics are also involved. The Operations Manager shall, on a regular basis, survey roadways and establish priorities for maintenance. Requests for maintenance received from residents shall be analyzed by the Operations Manager who will determine validity and establish priorities for grading and other maintenance. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.
7. Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee _____, and seconded by Trustee _____, the foregoing Resolution was passed and adopted this ____ day of _____, 20__ by the following vote:

AYES: ____ NAYS: ____ ABSENT: ____ ABSTAIN: ____

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
**** DRAFT **** **AMENDED AUGUST 20, 2020** **** DRAFT ****

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.45	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
3	Anniversary	0.5	All	
1	Axe Handle	3.0	All	39° 44.138N 119° 38.850W
2	Bacon Rind	1.5	Axe Handle So. to	39° 43.017N 119° 40.652W (Sage Cyn)
2	Bacon Rind	1.7	Axe Handle North to	End
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W (4700 BD)
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
2 4	Broken Spur	2.4	Whiskey Springs South to	End
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	Vista Trail
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W (Quonset)
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W (190 CC)
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
1	Ironwood	4.9	Pyramid Hwy to	Amy
3	Ironwood (Little)	1.0	Whiskey Springs South to	Ironwood

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
**** DRAFT **** **AMENDED AUGUST 20, 2020** **** DRAFT ****

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Jackrabbit	1.0	All	
3	Lost Spring	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
2	Pasture View	2.0	Whiskey Springs South to	End
3	Pasture View	0.8	Whiskey Springs North to	End
2	Peak	0.7	Winnemucca Ranch East to	Peak
2	Peak	1.7	Range Land South to	End
3	Pioche	0.2	All	
3	Plute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W (2155 PC)
3	Pony Springs	0.8	All	
2	Prairie	1.0	All	
2 4	Quaking Aspen	1.4	Wilcox Ranch to	Hidden Canyon
2	Quaking Aspen	0.6	Hidden Canyon to	O'Hara
3	Quaking Aspen	3.3	O'Hara East to	Mountain Aspen
1	Range Land	2.9	All	
3	Rebel Cause	1.2	Range Land South to	End
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119° 32.592W
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119° 31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
3 2	Sage Flat	1.3	Whiskey Springs North to	End
2	Sharrock	2.1	All	
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
1	Whiskey Springs	7.0	All	

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
**** DRAFT **** **AMENDED AUGUST 20, 2020** **** DRAFT ****

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Wilcox Ranch	4.0	Amy to	Goodher
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39°45.782N 119° 32.381W
2	Yellow Tail	2.1	All	
TOTAL Miles Maintained		93.25		
	Miles of Asphalt	19.95		
	Miles of Dirt	73.30		
LEVEL OF MAINTENANCE (LOM) DEFINITIONS				
PRIMARY -- LOM 1:				
>	High Traffic	24.65	Miles	
>	Main Collector Road (Most of these roads connect with Pyramid Hwy)			
SECONDARY -- LOM 2:				
>	Moderate Traffic	34.7	Miles	
>	Secondary Collector Road (One or more roads connect with these roads)			
>	Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			
TERTIARY -- LOM 3:				
>	Low Traffic	33.9	Miles	
>	Not a Collector Road			
>	Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
**** DRAFT **** **AMENDED AUGUST 20, 2020** **** DRAFT ****

NUMBER OF MILES BY LEVEL OF MAINTENANCE				
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.45	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
1	Axe Handle	3.0	All	
1	Ironwood	4.9	Pyramid Hwy to	Amy
1	Range Land	2.9	All	
1	Whiskey Springs	7.0	All	
1	Wilcox Ranch	4.0	Amy to	Goodher
	LOM 1 Miles	24.65		
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
2	Bacon Rind	1.5	Axe Handle South to	End
2	Bacon Rind	1.7	Axe Handle North to	End
2	Broken Spur	2.4	Whiskey Springs South to	End
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W
2	Grass Valley	3.1	Pyramid Hwy Southeast to	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
2	Pasture View	2.0	Whiskey Springs South to	End
2	Peak	0.7	Winnemucca Ranch East to . . .	Peak
2	Peak	1.7	Range Land South to	End
2	Prairie	1.0	All	
2	Quaking Aspen	2.0	Wilcox Ranch to	O'Hara: 39° 43.286N 119° 32.715W
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119° 32.592W
2	Sharrock	2.1	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
2	Yellow Tail	2.1	All	
	LOM 2 Miles	34.7		

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
**** DRAFT **** **AMENDED AUGUST 20, 2020** **** DRAFT ****

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Anniversary	0.5	All	
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
3	Ironwood	1.0	Whiskey Springs South to	Ironwood
3	Jackrabbit	1.0	All	
3	Lost Springs	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
3	Pasture View	0.8	Whiskey Springs North to	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W
3	Pony Springs	0.8	All	
3	Quaking Aspen	3.3	O'Hara East to	End: 39° 42.282N 119° 32.710W
3	Rebel Cause	1.2	Range Land South to	End
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119° 31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
3	Sage Flat	1.3	Whiskey Springs North to	End
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39° 45.782N 119° 32.381W
	LOM 3 Miles	33.9		
	TOTAL Miles Maintained	93.25		

[First Reading or Second Reading and Adoption]
[Regular or Special Meeting]
[Meeting Date]

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R2

AMENDMENT OF RESOLUTION NOS. F89-R1 AND F91-R1 AND MOTION NO. F93-M5

SNOW REMOVAL

WHEREAS, on January 3, 1989, the Board of Trustees approved Resolution No. F89-R1, Administrative, Road Committee and Priority Roads for Snow Removal; and

WHEREAS, on April 9, 1991, the Board of Trustees approved Resolution No. F91-R1, Road Maintenance, Snow Removal; and

WHEREAS, on January 26, 1993, the Board of Trustees approved Motion No. F93-M5, Amending Resolution No. F91-R1, Snow Removal on Private Roads and Driveways;

NOW, THEREFORE, be it RESOLVED, that this resolution amends and supersedes all previous resolutions and policies regarding snow removal, as follows:

- Snow removal from GID-maintained roads should be performed when snow depths reach four to six inches. It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.
- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads shall be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee, _____, seconded by Trustee _____, the foregoing Resolution was passed and adopted this _____ day of _____, 2020 by the following vote:

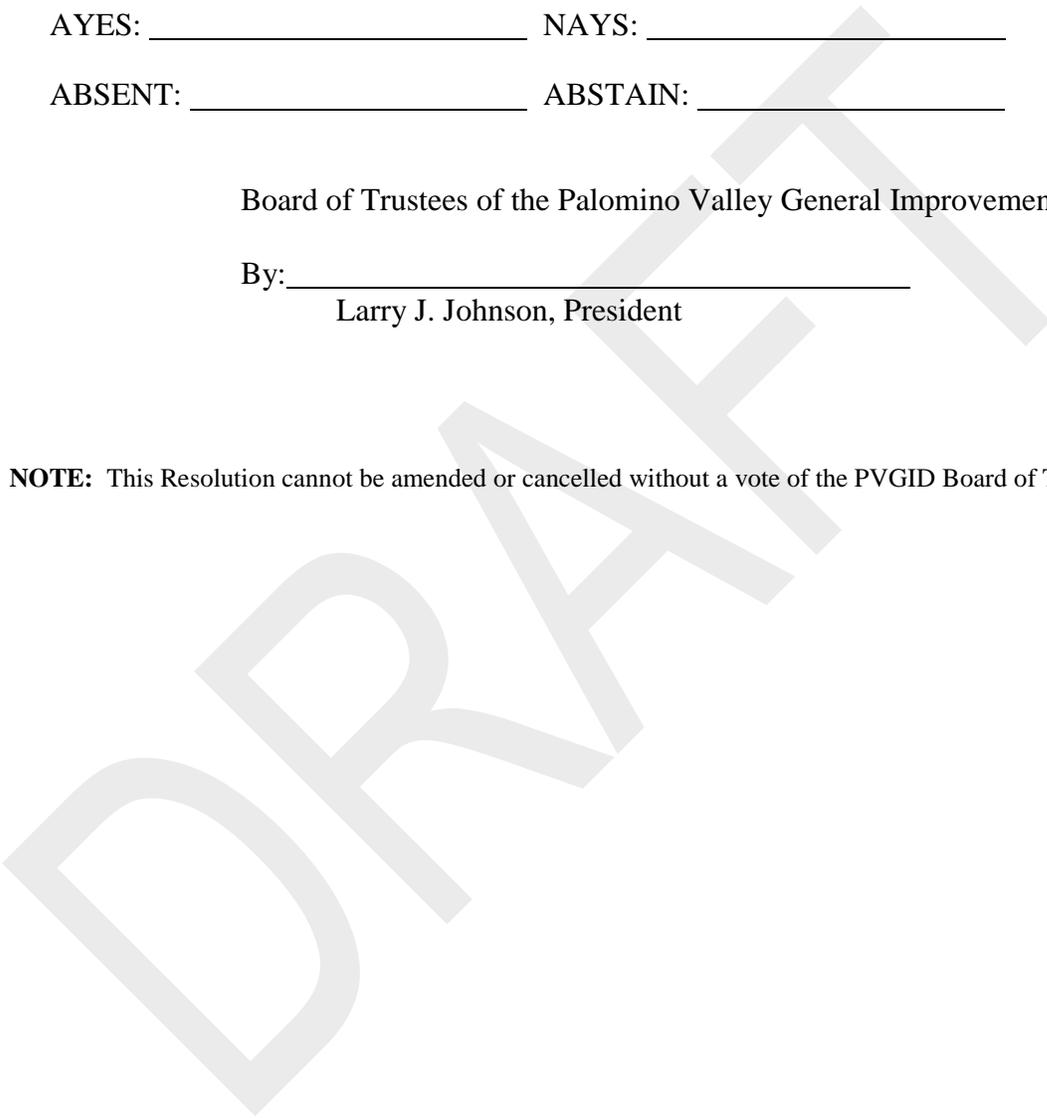
AYES: _____ NAYS: _____

ABSENT: _____ ABSTAIN: _____

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.



REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, August 20, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:03 p.m. Thursday, August 20, 2020 at 5105 Wayside Road, Reno, Nevada.

1. **Roll Call:** Trustees present were Larry Johnson, Greg Dennis, Jim Currivan (by phone), and Donald Otto (by phone). Trustee Marty Breitmeyer was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (by phone).

2. **Public Comment:**

Trustee Johnson reported receiving public comment from two residents, Sharon Gustavson and John Patterson. Trustee Johnson read both statements into the record (see attached).

In regards to Ms. Gustavson's comments, Trustee Johnson asked Cathy Glatthar to send Ms. Gustavson the resolution that outlines the procedure for bringing roads up to GID standards and requesting such roads be considered for maintenance by the GID.

3. **Approval of Minutes – July 16, 2020:**

Trustee Johnson referenced the last sentence in the last full paragraph on page 6 and asked to have quotation marks added, as follows: "I moved in and I want my road raised in standards." He also asked to have the wording in the second paragraph on page 8 changed from: "Trustee Dennis said he thought Trustee Johnson was right about putting too much verbiage into snow removal ..." to: "Trustee Dennis said he thought Trustee Johnson was right about not putting too much verbiage into snow removal ..."

Trustee Dennis asked to have the wording in the next sentence in that same paragraph changed from: "... other than saying when it gets over eight inches we have people who are going to be removing snow." to: "... other than saying when it gets over eight inches, our policy will be to have our crew out there removing snow."

Trustee Dennis made a motion to approve the minutes as amended. Trustee Currivan seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

- a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$304,862.00. She stated the income for the month was Ad Valorem (Property Tax) \$609.96, Consolidated Tax (CTX) \$34,787.16, LGTA (Fair Share) \$2,785.37, and interest income \$2.45, for a total of \$38,184.94. She explained there was a payment to: (1) Granite Construction for \$3,264.00 for 32 tons of patching material for Range Land Road that was done back on July 1st and 6th, (2) the net payroll of \$12,423.92 was higher than usual because there were five weeks since the last meeting and for

three of those weeks we had a seasonal worker; (3) Martin Marietta Materials for \$3,599.05 was for the 686.77 tons of aggregate material put on Right Hand Canyon Road back on June 17th and 18th.

In response to Trustee Dennis' question, Shawn Kelly explained that Martin Marietta has not had time to screen the material to our specifications, but the aggregate material they got for Right Hand Canyon was pretty good material.

Trustee Johnson asked if we had received another bill from SNC (Sierra Nevada Construction) for the additional mix ordered for the edge paving? Cathy stated we had not. Trustee Johnson said a bill will be forthcoming.

Trustee Currivan made a motion to approve the transaction report and pay the bills for August. Trustee Dennis seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report:** Cathy Glatthar reviewed the Estimated Operating Funds for Road Improvements report (see attached). She explained this was the last month in the 12-month period which started September 1, 2019 and goes through August 31, 2020. She stated the estimated net operating funds for road improvements as of August 31, 2020 is \$230,754.

Cathy explained she had reduced both CTX (36,000 to 30,000 per month) and LGTA (2,920 to 2,000 per month) estimated revenue figures for the months of May through August because of the negative impacts to sales tax revenues due to the COVID-19 pandemic. She said since we were at the end of the reporting period, she redid this report (see attached) with the original, unadjusted CTX and LGTA estimated revenue figures and actual revenue for the 12-month period was less than estimated by only \$1,705.50.

5. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson stated Shawn Kelly and the crew have been doing a lot of grading. He explained with the incredibly dry conditions, the crew has been using as much water as they can haul. He said Shawn has enlisted temporary help to run the second water truck in order to get enough moisture into the subgrade so the roads can be graded. He said he thought we were slightly behind in our maintenance requests; maybe by a week.

Trustee Johnson reported we had a flash flood a few weekends ago that plugged a culvert and filled the ditch with sediment which brought debris onto upper Axe Handle Road. He said Shawn and the crew cleaned it up immediately that following Monday.

Trustee Johnson said with the extended drought period, the bad news was we are having issues with our industrial well at Wayside; we can pump it dry with extended use. He said the well started reducing yield and pumping a little bit of sediment. He said he told Shawn to switch over to the Ironwood well, which can be a longer haul and a slower truck fill time.

Trustee Dennis said he has looked at some of the areas where the crew has been utilizing more water than was done in the past, and observed the integrity of the road has lasted a month or two longer than we've ever had before. He complimented Shawn for his initiative.

Shawn thanked Trustee Dennis and mentioned he's been doing a seal coat and that's what gives us that "crust."

Trustee Otto said on Amy short (between Ironwood and Wilcox Ranch Roads), where the crew removed the loose material that was on top of the road, it's really maintaining well since then. He said he thought that was proof of what he said previously about "turning over" the material deeper, and as you see, once the dry, sandy material was removed from the top, we have a whole new road. He said if we bring that material up and turn it over deeper in the first place, it will take a lot less water and the road would last longer without washboarding.

Shawn said to a certain extent that would work, but a lot of the roads have ditches full of rocks and there is no material to work with. He said he just did Twin Springs and he went down almost a foot and there was still a lot of sand; it depends on the area they are working in.

Trustee Johnson said there is no guarantee that if you go deeper, you are going to get better material.

Trustee Dennis said that's what happened on Range Land Road; you would have had to dig out a foot to get rid of the loose sand. He thanked Trustee Otto for his idea.

Trustee Otto said it is a method that would work on some of the roads.

In answer to Trustee Otto's question, Shawn explained the Class E Martin Marietta has set aside for the GID has less big rock than what the general public receives.

Trustee Johnson explained Class E is a four-inch-minus material; a widely varying material. He said we will be asking Martin Marietta to provide us with special material probably by next month; we will not be at the mercy of what they have in a stockpile.

- b. Future Road Improvement Projects:** Trustee Johnson said he thought our efforts this fall should be on getting Martin Marietta to produce the material we want, and using it to surface as many roads as we can. He said the only exception would be to continue the edge pavement project, and reinforce the section of Axe Handle from Pyramid Highway to Bacon Rind. He explained that is about half a mile. He said with Board permission he would explore with SNC and see if they can fit this into their schedule this fall. He said he would get a cost estimate and it should be less than \$50,000 and more likely less than \$20,000. He stated on projects less than \$25,000, we can sole-source the contract. He stated he wanted this item on next month's agenda.

Trustee Currivan asked the other Board members to take a ride and look at how the edges of Axe Handle (the first half mile) have deteriorated.

Trustee Johnson explained that section of Axe Handle was one of the first Cape seals done.

In response to Trustee Dennis' question, Shawn stated the shoulder material along Axe Handle is all DG (decomposed granite) and will work well when he does the shoulder backing after the edge paving is completed.

Trustee Dennis reiterated that we need to maintain the existing Cape seals instead of adding any new Cape seals; maybe we're at our limit right now.

Trustee Johnson said he thought we were at our limit, and did not foresee the GID having the budget to place new Cape seals.

Trustee Johnson returned to the topic of gravel surfacing roads this fall, and stated that he and Shawn would be meeting with Martin Marietta within the next couple of weeks. He said they will try to get a schedule for Martin Marietta's production and costs, and report back to the Board. He said he would like to get 10 to 12 miles of roads graveled this fall.

Trustee Dennis said that is what he's been saying for the past two meetings. He said if we can get 10 to 15 miles of roads a year covered with good material, it will minimize the dust, improve the road, and reduce the grading.

Shawn said we could go to a watering program.

Trustee Johnson stated this special base material from Martin Marietta has increased fines, and he thought it might be appropriate and advantageous to consider a dust palliative over those roads next year. He explained the polymerized mag-chloride products have the tendency to "glue" all of those fines together, so you would have a dust-free surface. He said that would be in his proposal to consider next spring.

Shawn said every time you see a car go down the road, the dust in the air means the fines have blown away.

Trustee Dennis summarized the plan would be to maintain what we have, see what we can do with regards to the special Class E base, and see how far we can get with it to improve other roads.

- c. **Operations Manager's Report:** Shawn Kelly stated they are grading roads. He addressed Trustee Otto and said as Trustee Otto knows, escapes take time to get done and get done right. He said when they get caught up, they will go out and focus on escapes and get them done before winter.

Trustee Otto thanked Shawn. He said the dirt roads he travels are Quaking Aspen, Wilcox Ranch, and Amy, and the upper half of the lower half of Quaking Aspen is horrendous with washboard. He said he understands there's not a lot that can be done without moisture, and there's so much loose rock.

Shawn said that section of road is on his list and he will get to it. He said he thought there would be enough fines to work with when he grades the road and that it will stick together a little better. He said once we they do "glue" it together, we need to get people to slow down.

Shawn said he has noticed that every entrance, even on the Cape seal, drivers are peeling out and it's going to destroy the surfacing. He said if we can't get people to slow down and go 35 miles per hour or slower, the roads will just continue to fall apart. He said he is seeing a lot of vehicles that were not designed for our dirt roads.

Trustee Otto asked Trustee Johnson the status of the idea to put down four-foot-wide bands of Cape seal over the construction joints on Ironwood? He said he was concerned about the small holes forming along the construction joint.

Trustee Johnson said he thought that should be a consideration for next spring.

Shawn stated we have a crack sealer now and it will actually seal the existing Cape seal and the new edge paving.

Trustee Johnson said he still wants to contact the crack seal technical representative and get verification that this crack seal product will seal over the top of the Cape seal.

Shawn stated the estimate for the crack sealing product (Crafco E-Z Pour) to seal the existing edge pavement would be in the \$12,000 to \$13,000 range.

6. Old Business:

a. Second Reading and Possible Adoption of Resolution No. F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations:

Trustee Johnson stated we had a first reading of this resolution at the last meeting. He reiterated that we had received public comment objecting to the change in the Level of Maintenance (LOM) designation for Broken Spur from a 1 to a 2. He explained that at the last meeting he proposed several LOM changes, as follows: Broken Spur, from Whiskey Springs south to end, changed from LOM 1 to 2; Quaking Aspen, from Wilcox Ranch Road to Hidden Canyon, changed from LOM 1 to 2; and, Sage Flat from LOM 2 to 3. He said his proposals were based on the number of residences served. He said he did not believe Mr. Patterson was correct when Mr. Patterson stated, "... almost 40 residences, homeowners and families ... access Broken Spur." He stated our list shows that Broken Spur serves 19 residences.

In answer to Trustee Otto's question, Trustee Johnson said the 19 residences includes all the homes on Broken Spur between Sharrock and Whiskey Springs.

In answer to Trustee Dennis' question, Trustee Johnson stated Amy is a LOM 1.

Trustee Dennis said that made sense because Amy connects to a number of feeders (e.g. Wilcox Ranch, Quaking Aspen, etc.). He said Broken Spur only connects Sharrock with Whiskey Springs. He said he could understand Mr. Patterson's concern, but Broken Spur is not a major collector. He said he did not believe the change in LOM designation meant the level of service would go down; that's the whole point. He said the major collector roads are designated LOM 1, and the LOM 2 roads are not major collectors, but are more heavily traveled throughways.

Trustee Otto said he drove through and there are a lot of homes in that new area. He said if there's going to be a whole lot more homes built there, then it shouldn't be changed now from what it has been for ten years. He suggested putting off the LOM change for a year or two, and see what transpires and address it again.

Trustee Johnson said or five years or ten years; the resolution says this shall be reviewed and updated every ten years. He said he believed the LOM 1 was inappropriate in the first place, and was put in because of the special plan area and the potential for homes. He said he didn't think we should base our decision on "potentials." He said if that potential is realized, we should update it at that time, and not before.

Trustee Currivan agreed with Trustee Johnson; if we start speculating on how many houses might come in, that could cause a lot of problems and ill feelings.

In response to Trustee Otto's comment, Trustee Johnson reiterated that he proposed the change for Broken Spur because it serves 19 homes, not 100 homes.

Trustee Dennis addressed Trustee Otto and said, to be clear, we are talking about a road that is not a major collector. He asked why would we have a designation of LOM 1 for a road that is not a major collector?

Trustee Otto said there are a lot of homes down there.

Trustee Otto reiterated that he thought Quaking Aspen should be a LOM 2 from Wilcox Ranch to Microwave, and a LOM 3 from there on.

Trustee Johnson said the resolution, as written, as have past resolutions, state that Quaking Aspen from the western edge of his property all the way to the end is a seasonal road, and by this and the past resolution, we are deleting the term "seasonal road" and elevated those roads to LOM 3.

Trustee Dennis asked Trustee Otto if he would like it reversed, and get rid of LOM 3 and keep it as a seasonal road?

Trustee Otto said he was looking at the LOM sheets and it doesn't say anything about seasonal roads; just LOM 1, 2, or 3 at the different locations. He stated Trustee Johnson wanted to change the lower end of Quaking Aspen from a 1 to a 2, which he said made sense to him because it's not a collector either. He said as far as from Microwave on down, there's a lot more traffic than a number 3.

Trustee Johnson repeated Trustee Dennis' question and asked Trustee Otto if he would prefer if that reverted back to a seasonal road?

Trustee Otto asked why would we do that?

Trustee Dennis said because that's the option.

Trustee Otto said we were already going to get rid of the seasonal roads.

Trustee Dennis said no, we're voting on it.

Trustee Otto said sure we'll vote on that, too, but we're also voting on some road LOM changes.

Trustee Johnson said we have a resolution tonight and he has stated his opinion on the resolution and so have Trustees Otto and Dennis. He asked Trustee Currivan if he had any further comment?

Trustee Currivan said he had no further comment; that the resolution had been pretty well discussed.

Trustee Dennis made a motion to approve Resolution F20-R1 as written and including the three LOM changes (Broken Spur, from Whiskey Springs south to end, changed from LOM 1 to 2; Quaking Aspen, from Wilcox Ranch Road to Hidden Canyon, changed from LOM 1 to 2; and, Sage Flat from LOM 2 to 3) and changing Quaking Aspen end of maintenance to Mountain Aspen Road. Trustee Currivan seconded the motion. Upon the vote, the motion passed with Trustees Johnson, Dennis, and Currivan in favor, and Trustee Otto against.

b. Second Reading and Possible Adoption of Resolution No. F20-R2 Amendment of Resolution Nos. F89-R1 and F91-R1 and Motion No. F93-M5, Snow Removal:

Discussion centered on the bullet points from the resolution, as follows:

- Snow removal from GID-maintained roads should be performed when snow depths reach four to six inches. It is understood that snow depth

determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.

- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads shall be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

Trustee Dennis said he thought we said eight inches, but this resolution states: “Snow removal from GID-maintained roads should be performed when snow depths reach four to six inches.” He said he sees four inches of snow all the time on these roads, and it will melt off in a day; it’s a huge amount of labor for nothing.

Shawn Kelly said it depends on the time of the year.

Trustee Dennis agreed and said that is why he wanted to have the [Operations] Manager making judgment decisions ...

Trustee Johnson interjected and stated that’s what the resolution says; fourth bullet states: “The GID operations manager shall establish priorities, schedules, and the need for overtime to accomplish these goals.”

Trustee Dennis reiterated that [bullet] number one states that snow removal when it gets four to six inches deep, is a must; so, it does not say the Operations Manager is to use his judgment.

Trustee Johnson read the second sentence of the first bullet point: “It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.” He then read bullet points two and three (as listed above).

Trustee Johnson asked if Trustee Dennis felt it was appropriate to add to any of these bullets, “at the discretion of the Operations Manager” or similar wording?

Trustee Dennis said he would really like that, because logically the Operations Manager needs to manage it. He said he wanted to give the Operations Manager as much flexibility as possible, and he asked Louie Test to weigh in on this.

Louie Test said he was concerned that actual snow-depth figures, “four to six inches,” are stated in the resolution.

Trustee Johnson said every previous resolution had “six inches.”

Trustee Dennis moved to defer this to the next meeting.

Trustee Otto read into the record the proposal he made previously:

- Snow removal on GID roads should commence when depths reach 6”+.

- If daytime forecast temps are above freezing and expected to melt snow, then removal should only commence on higher elevation roads and proceed till all those roads are passable. Any unsafe road conditions should be avoided until those conditions improve.
- Overtime authorized when 10"+ is encountered.
- Use LOM sequence as guideline for work when appropriate.

Trustee Otto said with all the extra wording and gibberish, it's just asking for more trouble from people expecting things.

Trustee Currivan said we could go over this ad nauseam, but he thought the resolution gives very good guidelines for the Operations Manager to use his judgment.

Trustee Dennis said we all have too much language in here, and we could simplify it with two sentences: "Snow removal will be the responsibility of the Operations Manager to manage and ..." He said let the Operations Manager be responsible for operations management.

Trustee Currivan agreed.

Trustee Otto said he thought he covered that when he said, "when snow depths are above six inches."

Trustee Dennis said we won't mention a depth.

Trustee Otto said he thought we needed to give the [Operations Manager] some direction.

Trustee Dennis addressed Trustee Otto and said you want to micro-manage or let him do his job?

Trustee Otto said he didn't say "micro-manage," he said "some direction." He said we need to give some indication of what we want him to do; otherwise you're just laying all this onto Shawn ...

Shawn Kelly said to let him take it; his shoulders were broad. He said if they didn't like what he was doing, then they could discuss it. He said to let him have the opportunity to fail.

Trustee Johnson said he liked the resolution as written. He said he thought the public has a need to know there is a policy, rather than saying the Operations Manager will take care of it. He said whether we mention a specific depth, he thought we clearly state the Operations Manager shall establish priorities, etc. He said the second bullet even talks about the higher elevation may be appropriate, but that's the Operations Manager's decision. He reiterated that he thought the public needs to know this District does have a policy for snow removal.

Trustee Otto asked if the policy was to leave it up to Shawn or his successor?

Trustee Johnson stated that's not necessarily so; it gives general guidelines.

There was discussion on the intent of the word "should" as used in the first bullet point. Trustee Johnson said he used "should" in order to give the Operations Manager the latitude of making that decision; "should" is not mandatory, it is a recommendation.

Louie Test stated “should” gives a direction; it tells the Operations Manager he should do this and if he doesn’t, he can be fired.

Trustee Dennis said the problem is that snow removal is subjective; that having these defined, absolute requirements for action means that if he makes the wrong move in the middle of the night and somebody has four inches of snow in front of their house and the snow wasn’t removed ... He said he still thought it should be the Operations Manager’s responsibility and we need to rewrite this resolution.

Shawn said he plowed snow in Lake Tahoe for a lot of years and he pushed walls of snow. He said he is not one to let everybody flounder here; if there is snow to be removed, he’s going to remove it. He said the policy for the north shore of Lake Tahoe was they went out when the snow reached six inches.

Trustee Johnson suggested the following changes:

1. First bullet, first sentence - leave the word “should,” and strike the words “four to”
2. Second bullet - no changes
3. Third bullet - change “shall” to “should”
4. Fourth bullet - add “potential” between “the” and “need for overtime...”
5. Fifth bullet - no changes

The bulleted items, with these suggested changes, would read as follows:

- Snow removal from GID-maintained roads should be performed when snow depths reach six inches. It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.
- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads should be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the potential need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

In response to Trustee Dennis making a motion to approve the resolution as amended, Trustee Johnson explained because changes were made to the resolution, this becomes the first reading. He said we’ll need to have this on next month’s agenda in order to have the second reading and possible adoption.

7. **New Business:** None

8. **Judicial/Government Affairs:** Louie Test stated he had nothing to report.

9. **Calendar Review:** Cathy Glatthar reviewed the upcoming items:

- Cathy and Vickie have been preparing for the annual audit, and Cathy will take the files to the auditor next week.

10. Correspondence:

Cathy Glatthar reported the five-year review of the Wayside aggregate pit special use permit was approved on July 29, 2020.

11. Public Comment:

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

Trustee Johnson reiterated for next month's agenda, under road improvements, he would present a proposal to the Board for Axe Handle Road edge paving.

Trustee Johnson explained by the next meeting he and Shawn will have met with Martin Marietta about the special blend of material and have a schedule and a cost and hopefully Martin Marietta can have material produced and available for us sometime next month.

Trustee Dennis said he thought our constituents would like to know what we might be able to get done before winter this year, and then a set of possible projects for the spring.

Trustee Johnson added that we'll want to see the performance of that special material on those roadways over the winter before we make a decision on whether or not to use a dust palliative.

Trustee Johnson said the "Future Road Improvement Projects" agenda item was sufficient in order to address these matters.

13. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Currivan seconded the motion, and hearing no opposition, the meeting adjourned at 7:20 p.m.

PVGID MINUTES AUGUST 20, 2020
ATTACHMENT
PUBLIC COMMENT: Agenda Item #2

FROM: Sharon Gustavson

Re: PVGID Agenda and Draft Minutes

Sharon Gustavson

Sun, Aug 16, 2020 at 10:10 AM

To: Palomino Valley GID <palvalgid@gmail.com>

PV GID MAINTENANCE OF ROAD RUNNER ROAD ONLY TO ERNIE IS VERY UNFAIR AND DISCRIMINATORY AND HAS ALWAYS BEEN SO!!!

Please provide this in public comment for upcoming GID meeting under my name.
Thank you, Sharon T

Follow up comments:

Thank you, Cathy. I know it will fall on deaf ears as I'm alone out here & the 2 absent property owners do not do anything to maintain their share of Road Runner Road past Ernie nor Theodore Lane! Wish I could get them to do this but how? So it's ALL on me! Also, not much money from taxes go to GID from me or the other 2 property owners so I get this is a problem, I get that. But I praise the GID for rescuing Road Runner! Great job there!

Thank you again, Sharon T

On Sun, Aug 16, 2020, 9:38 AM Palomino Valley GID <palvalgid@gmail.com> wrote:

Please find attached the agenda for the August 20, 2020 meeting. Please note the following:

NOTICE: Due to the ongoing COVID-19 pandemic, the Washoe County Shooting Facility is not available to use for meetings. Therefore, in accordance with Governor Sisolak's Emergency Directive 006 (as amended) in regards to public meetings, this meeting will be held via teleconference only. The public will still be afforded the opportunity for public comment in advance of the meeting. Please submit your comments via email to palvalgid@gmail.com no later than 5:00 p.m. on Wednesday, August 19, 2020. Please use subject "August 20, 2020 PVGID Meeting Public Comment" and indicate your name and which item(s) you are commenting about in your email. All advance public comment received will be provided to the Board of Trustees prior to the meeting and will be included as an attachment to the minutes.

Also, attached is agenda packet 1, which contains the two resolutions for items 6. a. and 6. b. A second packet will be sent prior to the meeting with the financial reports and the operations report.

Also, please find attached the draft minutes from the July 16, 2020 meeting.

Regards,

Cathy Glatthar
Assistant to the Board

PVGID MINUTES AUGUST 20, 2020
ATTACHMENT
PUBLIC COMMENT: Agenda Item #2

FROM: John Patterson

August 20, 2020 PVGID Meeting/Public Comment

John Patterson

Tue, Aug 18, 2020 at 6:00 AM

Reply-To: John Patterson

To: "palvalgid@gmail.com" <palvalgid@gmail.com>

From: John Patterson

Re: Resolution No. F20-R1 Broken Spur Designation on LOM

Palomino Valley GID Board of Trustees,

As a homeowner on a property adjacent to Broken Spur, I am concerned that Resolution No. F20-R1 would downgrade the level of maintenance designation from a level 1 to a level 2 road on the 2.4 miles of Broken Spur from Whiskey Springs south to the end. Before purchasing our property in the Specific Plan Area of Palomino Valley, we researched the PVGID website and the current Level of Maintenance Guidelines on roads adjacent to our property and roads accessing Pyramid Highway. To downgrade the LOM designation for Broken Spur would be unfortunate for the almost 40 residences, homeowners and families that are adjacent to and access Broken Spur. This 2.4 miles of Broken Spur has been a Level 1 road on the LOM Guidelines for over a decade and there are many reasons to maintain that designation.

- 1.) There has been an **increase** of over 20 homes added to the properties that are either adjacent to or accessing Broken Spur **after** the original designation to a Level 1 road.
- 2.) Broken Spur is one of two main roads, running north and south, between Ironwood and Whiskey Springs. The other connector road is Amy, which is still a Level 1 road and has fewer residents.
- 3.) Many properties that are adjacent to and will access this 2.4 mile section of Broken Spur are for sale and have sold in the last year. Some of these properties have active/current building permits on record with Washoe County which will equate to even heavier use of Broken Spur in the near future.
- 4.) Broken Spur is on the primary bus route for the Washoe County School District, more building in the SPA has led to more school age children living adjacent to this section of road.
- 5.) The north end of Broken Spur often floods and becomes impassable to access Whiskey Springs in wet winters. This was evident recently during the winters of 2017 and 2019.

I appreciate the forward thinking by this Board of Trustees to review and update the Policies and Resolutions of the Palomino Valley General Improvement District, but request this Board keep the 2.4 mile section of Broken Spur as a Level 1 designation on the LOM Guidelines, the current designation that has been in place for more than a decade.

Thank you for consideration of this matter.

Respectfully,

John Patterson

105 Paloma Ranch Court

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of August 20, 2020

Total of all Bank Accounts:	Balance as of August 20, 2020 - Almost CD #5010	287,110.78
	Balance as of August 20, 2020 - A/P / General Ckg #4179	351.22
	Balance as of August 20, 2020 - Payroll #4430	17,000.00
	Balance as of August 20, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	<u>304,862.00</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of July 16, 2020	282,462.70
Income for the Month		
Ad Valorem/Property Tax	609.96	
Consolidated Tax (CTX)	34,787.16	
LGTA/Fair Share	2,785.37	
Other Income	<u>0.00</u>	
TOTAL	38,182.49	
Interest Income	2.45	38,184.94
Transfer to Wells Fargo #4179	(8,500.00)	
Transfer to Wells Fargo #4430	(25,036.86)	<u>(33,536.86)</u>
	Balance as of August 20, 2020	<u>287,110.78</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of July 16, 2020	470.92
Transfer from Wells Fargo #5010	8,500.00	
Interest Income	0.04	8,500.04

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9822	1,720.92	Secretarial Services \$892.83, Accounting \$595.00, Office Supplies \$233.09	
Flyers Energy	9823	2,049.17	Fuel	
Granite Construction	9824	3,264.00	32 tons patching material for Range Land Rd	
Hoffman & Test	9825	435.00	Monthly retainer and travel expenses	
Napa	9826	208.15	Operating Supplies	
Pyramid Business Services	9827	942.50	Monthly Bookkeeping, Payroll	
TOTAL		<u>8,619.74</u>		(8,619.74)
			Balance as of August 20, 2020	<u>351.22</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of August 20, 2020

<u>Wells Fargo - Payroll #4430</u>		Balance as of July 16, 2020	17,000.00
Transfer from Wells Fargo #5010	25,036.86		
Interest	0.12		25,036.98
Net Payroll	12,423.92	Net Payroll	
LJ's BECC 8/3/2020 Stmt			
Sani-Hut	LJ's CC 129.87	Monthly restroom bill	
Prominence	LJ's CC 3,056.32	Health Insurance	
American Truck & Trailer Repair	LJ's CC 334.47	05 International Water Truck Repairs	
Martin Marietta Materials	LJ's CC 3,599.05	Right Hand Canyon Rd Class E 686.77 tons \$3,433.85; Yard Stockpile Base 23.60 tons \$165.20	
SK's BECC 8/3/2020 Stmt			
Alhambra & Sierra Springs	SK's CC 12.25	Monthly Office Water	
Waste Management	SK's CC 30.40	Utilities - Waste Removal	
Home Depot	SK's CC 104.85	Equipment Maintenance Expense \$13.97; Operating Supplies \$90.88	
Peterbilt Truck Parts & Equipment	SK's CC 96.50	Parts for Peterbilt 379 Tractor	
SK's BECC 9/3/2020 Stmt			
Verizon	SK's CC 35.53	Monthly cell phone bill	
Alhambra & Sierra Springs	SK's CC 49.50	Monthly Office Water	
Employment Security Department	5931 480.72	Nevada Unemployment for 2nd Quarter 2020	
PERS	5932 3,512.00	PERS Monthly Payment	
NV Energy	5934 83.37	Utilities - Electric	
Washoe County Treasurer	5933 8.79	Water Rights Annual Admin Fee	
Federal 941 Payment	EFTPS 1,079.44	Payroll Taxes	
	<u><u>\$25,036.98</u></u>		<u><u>(\$25,036.98)</u></u>
		Balance as of August 20, 2020	<u><u>17,000.00</u></u>

<u>Wells Fargo - Petty Cash</u>		Balance as of July 16, 2020	400.00
Transfer from Wells Fargo #4430			0.00
	AMOUNT	DESCRIPTION	
	<u>0.00</u>		
TOTAL			0.00
		Balance as of August 20, 2020	<u><u>400.00</u></u>

Reviewed by Cathy Glatthar, Assistant to the Board: CAS 8/17/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 08/20/2020 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of August 20, 2020	304,862		
Additional Revenue Expected Through August 31, 2020	0		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020		304,862	
LESS Average Monthly Expenses (\$30,000)	0		
LESS: Capital Outlay (\$17,000 + \$6,725 - \$8,569 - \$1,048 = \$14,108)	-14,108		
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020		-74,108	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020		230,754	
Additional Revenue Expected Through August 31, 2020:			
From 2019/2020	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
285,324	285,000	Ad Valorem	0
492,091	408,000	CTX*	0
35,000	31,360	LGTA*	0
812,415	724,360		0
* Note: Due to COVID-19, May thru August CTX & LGTA Expected Revenues Were Reduced			
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	20,552	-3,552
Other (non Road Maint)	13,000	6,242	6,758
	30,000	26,794	3,206
			A/P Acct Exps 8,620
			P/R Acct Exps 25,037
Road Maintenance		6,863	Petty Cash Exps 0
TOTAL EXPENSES		33,657	33,657

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 08/20/2020 Actual Revenue Exceeds Estimated By:

\$25,974.50

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
at 04/16/20 (21%)	59,850.00	46,418.64	-13,431.36	-4,483.16
at 05/21/20	0.00	565.05	565.05	-3,918.11
at 06/25/20	0.00	16.46	16.46	-3,901.65
at 07/16/20 (2%)	5,700.00	8,730.98	3,030.98	-870.67
at 08/20/20	0.00	609.96	609.96	-260.71
	285,000.00	284,739.29	-260.71	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	36,000.00	37,881.70	1,881.70	1,881.70
at 10/17/19	36,000.00	36,664.07	664.07	2,545.77
at 11/21/19	36,000.00	38,015.61	2,015.61	4,561.38
at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
at 04/16/20	36,000.00	35,660.65	-339.35	13,455.03
at 05/21/20	30,000.00	32,652.71	2,652.71	16,107.74
at 06/25/20	30,000.00	32,726.94	2,726.94	18,834.68
at 07/16/20	30,000.00	26,648.08	-3,351.92	15,482.76
at 08/20/20	30,000.00	34,787.16	4,787.16	20,269.92
	408,000.00	428,269.92	20,269.92	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
at 04/16/20	2,920.00	0.00	-2,920.00	400.11
at 05/21/20	2,000.00	6,196.76	4,196.76	4,596.87
at 06/25/20	2,000.00	2,423.74	423.74	5,020.61
at 07/16/20	2,000.00	2,159.31	159.31	5,179.92
at 08/20/20	2,000.00	2,785.37	785.37	5,965.29
	31,360.00	37,325.29	5,965.29	

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

SPECIAL REPORT WITH ORIGINAL, UNADJUSTED REVENUE FIGURES FOR CTX & LGTA

Total Cash in all Bank Accounts as of August 20, 2020	304,862	
Additional Revenue Expected Through August 31, 2020	0	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2020		304,862
LESS Average Monthly Expenses (\$30,000)	0	
LESS: Capital Outlay (\$17,000 + \$6,725 - \$8,569 - \$1,048 = \$14,108)	-14,108	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2020		-74,108
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2020		230,754

Additional Revenue Expected Through August 31, 2020:

From 2019/2020 Final Budget	Figures Used for Est Op Funds Rpt		
285,324	285,000	Ad Valorem	0
492,091	432,000	CTX*	0
35,000	35,040	LGTA*	0
812,415	752,040		0

* This report shows the CTX and LGTA revenue figures unadjusted for COVID-19

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	20,552	-3,552	
Other (non Road Maint)	13,000	6,242	6,758	
	30,000	26,794	3,206	
			A/P Acct Exps	8,620
			P/R Acct Exps	25,037
Road Maintenance		6,863	Petty Cash Exps	0
TOTAL EXPENSES		33,657		33,657

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 08/20/2020 Actual Revenue is Less Than Estimated By:

-\$1,705.50

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19 (35%)	99,750.00	108,753.21	9,003.21	9,003.21
at 10/17/19	0.00	6,410.74	6,410.74	15,413.95
at 11/21/19 (21%)	59,850.00	47,481.08	-12,368.92	3,045.03
at 12/19/19	0.00	6,251.36	6,251.36	9,296.39
at 01/16/20	0.00	77.09	77.09	9,373.48
at 02/20/20 (21%)	59,850.00	59,245.88	-604.12	8,769.36
at 03/19/20	0.00	178.84	178.84	8,948.20
at 04/16/20 (21%)	59,850.00	46,418.64	-13,431.36	-4,483.16
at 05/21/20	0.00	565.05	565.05	-3,918.11
at 06/25/20	0.00	16.46	16.46	-3,901.65
at 07/16/20 (2%)	5,700.00	8,730.98	3,030.98	-870.67
at 08/20/20	0.00	609.96	609.96	-260.71
	285,000.00	284,739.29	-260.71	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
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at 12/19/19	36,000.00	37,934.26	1,934.26	6,495.64
at 01/16/20	36,000.00	37,277.90	1,277.90	7,773.54
at 02/20/20	36,000.00	35,715.05	-284.95	7,488.59
at 03/19/20	36,000.00	42,305.79	6,305.79	13,794.38
at 04/16/20	36,000.00	35,660.65	-339.35	13,455.03
at 05/21/20	36,000.00	32,652.71	-3,347.29	10,107.74
at 06/25/20	36,000.00	32,726.94	-3,273.06	6,834.68
at 07/16/20	36,000.00	26,648.08	-9,351.92	-2,517.24
at 08/20/20	36,000.00	34,787.16	-1,212.84	-3,730.08
	432,000.00	428,269.92	-3,730.08	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/19/19	2,920.00	2,871.61	-48.39	-48.39
at 10/17/19	2,920.00	3,147.83	227.83	179.44
at 11/21/19	2,920.00	3,120.95	200.95	380.39
at 12/19/19	2,920.00	4,181.99	1,261.99	1,642.38
at 01/16/20	2,920.00	0.00	-2,920.00	-1,277.62
at 02/20/20	2,920.00	5,751.23	2,831.23	1,553.61
at 03/19/20	2,920.00	4,686.50	1,766.50	3,320.11
at 04/16/20	2,920.00	0.00	-2,920.00	400.11
at 05/21/20	2,920.00	6,196.76	3,276.76	3,676.87
at 06/25/20	2,920.00	2,423.74	-496.26	3,180.61
at 07/16/20	2,920.00	2,159.31	-760.69	2,419.92
at 08/20/20	2,920.00	2,785.37	-134.63	2,285.29
	35,040.00	37,325.29	2,285.29	

PVGID OPERATIONS REPORT

Report Period 7/13/2020 to 8/16/2020

ATTACHMENT: 8/20/2020 Meeting Agenda Item 5.c.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 115 hours; 670 Grader = 0 hours]

1. Wilcox Ranch: Morning Dove – Quaking Aspen, Spread 526.28 tons Material in various places
2. Amy: Whiskey Springs – James Ranch
3. Prairie: Winnemucca – Jackrabbit
4. Jackrabbit: N
5. Jackrabbit: S
6. Yellow Tail: Crazy Horse – Pioche
7. Amy Short: Scrape and haul off 125 yards sand material to Ironwood pit
8. Pasture View: N
9. Chieftan
10. Twin Springs: Wilcox – Cul-de-sac. Push back shoulders, Pull material from ditch cover road put escapes in. "Lots of rocks and sand" 2 Miles
11. Crossover: Twin Springs – Wild Horse
12. Bacon Rind S: Axe Handle – Sky Cyn
13. Bacon Rind N: Axe Handle – Near 4300 Bacon Rind
14. Wilcox Ranch: Quaking Aspen – Bottom of Hill
15. Amy: Whiskey Springs – James Ranch, Scrape sand & loose material off
16. Broken Spur: Whiskey Springs – Morgan Ranch

OTHER ROAD WORK:

1. Axe Handle Rd: Bacon Rind – Curnow Cyn. Flash flooding caused sand & debris to fill ditches and flowed over roadway. Clean ditches and road 2.3 miles, using backhoe and 10 wheel dump truck, hauled off 100 yards sand and debris near 5400 Axe Handle then on upper 2 miles dipped ditch and placed on downhill side. Used pull broom to clean road.
2. Curnow Cyn: Fill in first 200' on west side road, Ditch was 2-4' deep. Open both ends of culvert, dig ditch to culvert. Used Vactor to clean 2 culverts. Dig and build dam for settling pond at Axe Handle & Curnow Cyn
3. Twin Springs: Culvert plugged with tumble weeds used backhoe to clean out
4. Whiskey Springs: Near BLM, Paint cattle guard
5. Whiskey Springs: Grass Valley – Near 5871 Whiskey Springs, Center line striping

OTHER:

1. Post Agenda
2. Road survey
3. Meeting at Martin Marietta, Went to town for supplies

EQUIPMENT:

1. 05 International water truck: Engine died. American Truck came out, found a bad & melted wire connector and repaired it. Water tank had more leaks, Welded up.
2. 88 Chev 6.2: AC belt broke knocking all belts off. Had belt in stock and installed.
3. 770 Grader: Rotated tires

Second Reading and Adoption
Regular Meeting
August 20, 2020

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R1

ROADS ACCEPTED FOR MAINTENANCE AND
LEVEL OF MAINTENANCE DESIGNATIONS

WHEREAS, Resolution No. F06-R1 - Roads Accepted for Maintenance and Level of Maintenance (LOM) Designation - was intended to supersede Resolution No. F77-R4 - Road Maintenance, Seasonal Roads - but the resolution, as written, did not specifically state that it superseded the earlier resolution; and;

WHEREAS, Resolution No. F93-R1 - Resolution for Accepting Seasonal and Future Roads for Normal Maintenance by Palomino Valley General Improvement District - was revised by Resolution No. F16-R2 - Revision of Resolution No. F93-R1 - Procedure for Accepting Roads for Maintenance by the PVGID and the Requisite Road Standards. The revised resolution did not include any language regarding roads designated and listed as "Seasonal Roads" in the 1977 resolution.

NOW, THEREFORE, be it RESOLVED:

1. This resolution supersedes previous resolutions F77-R4, F93-R1, and F06-R1 for maintenance of existing roads.
2. Acceptance of new roads for maintenance is covered by Resolution No. F16-R2.
3. The classification of "Seasonal Roads" described in previous Resolution No. F77-R4 is hereby terminated. These roads will be elevated to LOM 3. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.
4. The list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended August 20, 2020 is attached and made a part hereto. This list should be reviewed and possibly updated every ten (10) years as growth occurs within the District.
5. Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:
 - Name of Road
 - Portion of Road to be Added or Deleted (if applicable)
 - Number of Miles to be Added or Deleted (if applicable)
 - Level of Maintenance Designation (1, 2, or 3)

- 6. The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution No. F06-R1 was written in 2006, and generally correlates with the number of residences served. The LOM classifications are not a guarantee of how many times a year any particular road segment will be graded since other factors such as weather events, and subgrade soil characteristics are also involved. The Operations Manager shall, on a regular basis, survey roadways and establish priorities for maintenance. Requests for maintenance received from residents shall be analyzed by the Operations Manager who will determine validity and establish priorities for grading and other maintenance. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.
- 7. Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee _____, and seconded by Trustee _____, the foregoing Resolution was passed and adopted this ___ day of _____, 20____ by the following vote:

AYES: ___ NAYS: ___ ABSENT: ___ ABSTAIN: ___

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED AUGUST 20, 2020

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.45	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
3	Anniversary	0.5	All	
1	Axe Handle	3.0	All	39° 44.138N 119° 38.850W
2	Bacon Rind	1.5	Axe Handle So. to	39° 43.017N 119° 40.652W (Sage Cyn)
2	Bacon Rind	1.7	Axe Handle North to	End
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W (4700 BD)
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
2	Broken Spur	2.4	Whiskey Springs South to	End
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	Vista Trail
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W (Quonset)
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W (190 CC)
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
1	Ironwood	4.9	Pyramid Hwy to	Amy
3	Ironwood (Little)	1.0	Whiskey Springs South to	Ironwood

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED AUGUST 20, 2020

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Jackrabbit	1.0	All	
3	Lost Spring	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
2	Pasture View	2.0	Whiskey Springs South to	End
3	Pasture View	0.8	Whiskey Springs North to	End
2	Peak	0.7	Winnemucca Ranch East to . .	Peak
2	Peak	1.7	Range Land South to	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W (2155 PC)
3	Pony Springs	0.8	All	
2	Prairie	1.0	All	
2	Quaking Aspen	1.4	Wilcox Ranch to	Hidden Canyon
2	Quaking Aspen	0.6	Hidden Canyon to	O'Hara
3	Quaking Aspen	3.3	O'Hara East to	Mountain Aspen
1	Range Land	2.9	All	
3	Rebel Cause	1.2	Range Land South to	End
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119°32.592W
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119°31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
3	Sage Flat	1.3	Whiskey Springs North to	End
2	Sharrock	2.1	All	
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
1	Whiskey Springs	7.0	All	

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED AUGUST 20, 2020**

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Wilcox Ranch	4.0	Amy to	Goodher
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39°45.782N 119° 32.381W
2	Yellow Tail	2.1	All	
TOTAL Miles Maintained		93.25		
	Miles of Asphalt	19.95		
	Miles of Dirt	73.30		
LEVEL OF MAINTENANCE (LOM) DEFINITIONS				
PRIMARY -- LOM 1:		24.65	Miles	
	> High Traffic			
	> Main Collector Road (Most of these roads connect with Pyramid Hwy)			
SECONDARY -- LOM 2:		34.7	Miles	
	> Moderate Traffic			
	> Secondary Collector Road (One or more roads connect with these roads)			
	> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			
TERTIARY -- LOM 3:		33.9	Miles	
	> Low Traffic			
	> Not a Collector Road			
	> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.			

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED AUGUST 20, 2020**

NUMBER OF MILES BY LEVEL OF MAINTENANCE				
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.45	Whiskey Springs South to	Ironwood
1	Amy	0.4	Ironwood South to	Wilcox Ranch
1	Axe Handle	3.0	All	
1	Ironwood	4.9	Pyramid Hwy to	Amy
1	Range Land	2.9	All	
1	Whiskey Springs	7.0	All	
1	Wilcox Ranch	4.0	Amy to	Goodher
	LOM 1 Miles	24.65		
LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
2	Amy	1.4	Wilcox Ranch South to	End
2	Amy	0.1	Whiskey Springs North to	N end: 39° 47.810N 119° 36.698W
2	Bacon Rind	1.5	Axe Handle South to	End
2	Bacon Rind	1.7	Axe Handle North to	End
2	Broken Spur	2.4	Whiskey Springs South to	End
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to	Twin Springs
2	Curnow Canyon	0.9	Axe Handle to	39° 43.676N 119° 39.229W
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to	N End: 39° 46.722N 119° 37.835W
2	Pasture View	2.0	Whiskey Springs South to	End
2	Peak	0.7	Winnemucca Ranch East to . .	Peak
2	Peak	1.7	Range Land South to	End
2	Prairie	1.0	All	
2	Quaking Aspen	2.0	Wilcox Ranch to	O'Hara: 39° 43.286N 119° 32.715W
2	Right Hand Canyon	3.2	Whiskey Springs to	Raptor: 39° 45.333N 119° 32.592W
2	Sharrock	2.1	All	
2	Twin Springs	0.3	Wilcox Ranch East to	Crossover
2	Wayside	0.8	Grass Valley to	End: 39° 48.664N 119° 37.126W
2	Wilcox Ranch	1.0	Goodher to	Mid
2	Wild Horse	3.4	Whiskey Springs South to	End
2	Yellow Tail	2.1	All	
	LOM 2 Miles	34.7		

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE
AMENDED AUGUST 20, 2020**

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Anniversary	0.5	All	
3	Big Dog	0.6	Prairie to	39° 46.389N 119° 42.321W
3	Bootstrap	0.5	Broken Spur East to	39° 48.336N 119° 36.694W
3	Broken Spur	0.2	Whiskey Springs North to	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to	
3	Crossover	0.2	Wild Horse North to	N end: 39° 45.171N 119° 35.058W
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to	End
3	Grey Van	1.2	Range Land South to	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
3	Ironwood	1.0	Whiskey Springs South to	Ironwood
3	Jackrabbit	1.0	All	
3	Lost Springs	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
3	Pasture View	0.8	Whiskey Springs North to	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to	39° 46.650N 119° 31.841W
3	Pony Springs	0.8	All	
3	Quaking Aspen	3.3	O'Hara East to	End: 39° 42.282N 119° 32.710W
3	Rebel Cause	1.2	Range Land South to	End
3	Right Hand Canyon	1.8	Raptor South to	End: 39° 44.853N 119° 31.008W
3	Roadrunner	1.4	Winnemucca Ranch to	Ernie: 39° 50.814N 119° 42.884W
3	Sage Flat	1.3	Whiskey Springs North to	End
3	Silver Horse	1.0	Wild Horse to	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
3	Twin Springs	1.9	Crossover East to	End
3	Two Forty	0.4	All	
3	Wild Horse	0.8	Whiskey Springs North to	End
3	Wrangler	0.8	Right Hand Canyon to	39° 45.782N 119° 32.381W
	LOM 3 Miles	33.9		
	TOTAL Miles Maintained	93.25		

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

Second Reading and Adoption
Regular Meeting
August 20, 2020

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R2

AMENDMENT OF RESOLUTION NOS. F89-R1 AND F91-R1 AND MOTION NO. F93-M5

SNOW REMOVAL

WHEREAS, on January 3, 1989, the Board of Trustees approved Resolution No. F89-R1, Administrative, Road Committee and Priority Roads for Snow Removal; and

WHEREAS, on April 9, 1991, the Board of Trustees approved Resolution No. F91-R1, Road Maintenance, Snow Removal; and

WHEREAS, on January 26, 1993, the Board of Trustees approved Motion No. F93-M5, Amending Resolution No. F91-R1, Snow Removal on Private Roads and Driveways;

NOW, THEREFORE, be it RESOLVED, that this resolution amends and supersedes all previous resolutions and policies regarding snow removal, as follows:

- Snow removal from GID-maintained roads should be performed when snow depths reach four to six inches. It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.
- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads shall be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee, _____, seconded by Trustee _____, the foregoing Resolution was passed and adopted this _____ day of _____, 2020 by the following vote:

AYES: _____ NAYS: _____

ABSENT: _____ ABSTAIN: _____

Board of Trustees of the Palomino Valley General Improvement District

By: _____
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, September 17, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, September 17, 2020 at 5105 Wayside Road, Reno, Nevada.

1. **Roll Call:** Trustees present were Larry Johnson, Greg Dennis, and Jim Currivan (by phone). Trustees Don Otto and Marty Breitmeyer were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (by phone).

2. **Public Comment:**

Trustee Johnson confirmed with Cathy Glatthar that no public comments were received for tonight's meeting.

3. **Approval of Minutes – August 20, 2020:**

Cathy Glatthar stated she needed to correct the record regarding the number of homes served by Broken Spur Road, and read the following statement into the record:

“When doing the ‘Homes Served Per Road’ report, I designated the 19 homes on or accessing the Cape-sealed section of Broken Spur as accessing Pyramid Highway via Ironwood Road. There are an additional 13 homes on or accessing the dirt portion of Broken Spur that were listed as accessing Pyramid Highway via Whiskey Springs Road. Therefore, as of December 2019, there were 32 homes served by Broken Spur Road between Whiskey Springs and Sharrock.”

Trustee Johnson said with that correction made, it does not change the tone or the decision of his discussion on that matter [the level of maintenance (LOM) portion of the Resolution approved last month].

Trustee Dennis made a motion to approve the minutes as written. Trustee Currivan seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$433,570.10. She stated the income for the month was Ad Valorem (Property Tax) \$111,847.45, Consolidated Tax (CTX) \$42,976.54, LGTA (Fair Share) \$2,861.68. She said she wasn't sure how ad valorem would come in with COVID, but we actually received more than expected with this first installment.

In answer to Trustee Johnson's question, Cathy stated the expected annual ad valorem was \$300,000. Trustee Johnson said we received about a third of the annual amount.

Cathy went on to review some of the payments, as follows: (1) Granite Construction for \$1,428.00 for 14 tons of patching material used on Right Hand Canyon, Whiskey Springs, Ironwood, Amy, and Sharrock; (2) Sierra Nevada Construction for

\$4,628.00 for the additional 52 tons of paving material for the Whiskey Springs Road edge paving project; (3) Martin Marietta Materials for \$1,722.00 for aggregate material for Wilcox Ranch Road (purchased on July 9th and 13th).

Trustee Currivan made a motion to approve the transaction report and pay the bills for September. Trustee Dennis seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report:** Cathy Glatthar reviewed the Estimated Operating Funds for Road Improvements report (see attached). She explained this was the beginning of a new 12-month period which started September 1, 2020 and goes through August 31, 2021. She stated the estimated net operating funds for road improvements as of August 31, 2021 is \$509,194.

Cathy reviewed the estimated expenses and reserves that were held out from the estimated operating funds.

Trustee Johnson commented that the figures don't take into account monies we're going to spend in winterizing our roads this fall.

Trustee Dennis said he understands what Trustee Johnson was saying, but this was the best we've had in a long time.

5. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson stated the crew continues to grade roads.

In response to Trustee Dennis' questions, Shawn Kelly said he was still looking for a water truck. He said we have two water trucks and they both leak "like a sieve." He said he has been exploring an eight-thousand gallon water tank trailer. He said that would be almost double our current capacity per load.

b. Future Road Improvement Projects:

1. Trustee Johnson said Shawn has given us a list of roads he wants to improve this fall and winter, as follows (in no particular order):
 - Amy "short" (Ironwood - Wilcox Ranch)
 - Bacon Rind (S: Axe Handle to Sky Canyon)
 - Bacon Rind (N: End of surfacing to End)
 - Wild Horse (Whiskey to Sharrock)
 - Wild Horse (Sharrock to Crossover)
 - Twin Springs (Wilcox to Crossover)
 - Twin Springs (Crossover to Cul-de-sac)
 - Right Hand Canyon (Block "house" to Raptor/Thumbs Up)
 - Range Land (Peak to Winnemucca)

Trustee Johnson stated several roads will need grading work (and some need culverts) done before material is put down, such as Bacon Rind north and south.

Shawn Kelly said he can get trucking by the first of October and the special Class E aggregate material is "on the ground."

The discussion turned to the proposed improvements to Range Land Road from Peak Road to Winnemucca Ranch Road. Shawn and Trustee Dennis talked about the low spot at the intersection of Peak and Range Land and how it deteriorates when it gets wet.

Trustee Johnson said once you start up the hill, the road is still good, and he said he would not surface that because our residents don't use that section of road.

Shawn said he actually gets requests to grade that section quite often because it falls apart quickly.

Trustee Johnson said Shawn would need to pull the sides in and raise that section of the road.

In answer to Trustee Dennis' question, Shawn said it would cost approximately \$11,000 to finish Range Land.

Trustee Johnson argued that cost is only to cover up that section with aggregate; you have to add the cost in time to raise the road before you can surface it. He addressed Shawn and said Range Land will have to wait for months into the future.

Shawn said this was an initial list and he eventually wanted every road covered.

Trustee Dennis said the major point was Range Land, as a priority, was last on the list. He said there are roads that have a much higher level of need for service, and Range Land might have to wait.

Trustee Johnson said for example, he would do Bacon Rind grading and surfacing as a higher priority than the end of Range Land.

Shawn said the list is not in any particular order; he will work on the roads on this list when he can. He said his priorities are Amy short, Bacon Rind north and south, Wild Horse, Twin Springs, and Right Hand Canyon.

Trustee Johnson said he would do Amy short first; Wild Horse, Twin Springs, and Right Hand Canyon (in whatever order Shawn decided on) next; Bacon Rind when moisture allows, and Range Land last.

Shawn said he didn't really want to put the list in any certain order because the weather may determine when he does certain roads. He said he wants to get it done.

Trustee Johnson added that every Monday morning there is an operations meeting to establish priorities for the upcoming week.

Trustee Johnson stated the cost for material and trucking for the listed roadways is estimated at \$121,000.

Trustee Dennis stated Bacon Rind needed to be done years ago, so it is appropriate to do, and Wild Horse has clay and rock and we need to surface that or we'll be in trouble. He said everything Shawn said, made sense to him.

Trustee Dennis made a motion to approve approximately \$125,000 for the wintertime improvements. Trustee Curriuan seconded the motion, and hearing no opposition, the motion passed.

2. Shawn Kelly explained that at the last meeting there was a discussion about using crack sealer along the joints where the edge pavement was done. He said the cost would be approximately \$12,000 to purchase the crack sealing material.

Trustee Johnson reminded the Board that he had voiced concern on the compatibility of the crack fill material and future chip seals. He said he contacted the technical representative in Arizona for Crafcro who stated for this material, they recommended a separation of at least six months between the application of the crack seal material and the placement of any chip or slurry seal material over the top of it. Trustee Johnson said there's no problem in meeting that time separation, which meant the surface seal coats would adhere to the crack filler material. He said his concern had been allayed.

Trustee Dennis stated we are maintaining our Cape-sealed roads, first with the crack sealer and then with a chip seal later on.

Trustee Johnson clarified this process will be done on the Cape-sealed roads that have the pavement edge reinforcement.

Trustee Dennis asked if Shawn could handle this project along with all the grading that needed to be done?

Shawn said he would make it happen.

Trustee Dennis made a motion to approve the purchase of the crack sealing material. Trustee Currivan seconded the motion and hearing no opposition, the motion passed.

3. Trustee Johnson explained last month he asked the Board to consider the placement of additional edge pavement reinforcement of approximately 1.6 edge miles on Axe Handle Road. He said that would cover from Pyramid Highway to Bacon Rind (on both sides of Axe Handle) and then from Bacon Rind east approximately one half mile on one side because the road narrows so much there's not enough room to widen the road on both sides. He said he asked SNC (Sierra Nevada Construction) to prepare him an estimate and a schedule, but he has not received it, yet.

In answer to Trustee Dennis' question, Trustee Johnson said SNC charges a daily rate of \$10,000 for labor and equipment. He said there would be time left over and SNC could possibly do some pavement edge reinforcement on Bacon Rind north.

In response to Trustee Dennis' question, Shawn said this edge reinforcement on Axe Handle needs to be done now because we're losing the road; the road is narrowing because people are driving on the edge and breaking the Cape seal.

Trustee Currivan agreed and said the lower section of Axe Handle is bad.

Trustee Dennis made a motion to approve up to \$30,000 for pavement edge reinforcement on Axe Handle and possibly Bacon Rind north and authorize Trustee Johnson to administer the contract with SNC. Trustee Currivan seconded the motion and hearing no opposition, the motion passed.

Trustee Johnson said he wants to get this project done by the end of October.

c. **Operations Manager's Report:** In answer to Trustee Johnson's question, Shawn Kelly stated they are alternating between the two wells and pull a few loads of water from Wayside, but they are primarily using the Ironwood well.

6. **Old Business:**

a. **Second Reading and Possible Adoption of Resolution No. F20-R2 Amendment of Resolution Nos. F89-R1 and F91-R1 and Motion No. F93-M5, Snow Removal:**

Trustee Johnson stated the changes to the resolution discussed last month were made and asked if there was any further discussion?

Trustee Currivan made a motion to approve Resolution No. F20-R2 (Snow Removal). Trustee Dennis seconded the motion. Upon the vote, the motion passed unanimously.

Trustee Johnson said the bottom line is, when it snows a bunch, Shawn will make the decision and handle it.

7. **New Business:**

a. **Unincorporated Town Affects on PVGID:**

Louie Test said he read through the statutes and he did not see that the unincorporated town would have any impact on the GID. He said the GID would function as an independent governmental agency within the unincorporated town.

In answer to Louie Test's question, Cathy Glatthar stated one of the tax districts within the GID boundaries is at the maximum tax rate of 3.66. She said she believed the BCC (Board of County Commissioners) would have to approve a property tax override for tax district 4400. She said she tried to explore that issue, but did not have an answer on that. She said if there was no override, and the unincorporated town set a tax rate, the other three entities within tax district 4400 would have to agree to a reduction in their rates to keep the total tax rate at 3.66.

Trustee Dennis said that's questionable because there would be competing interests for any money that becomes available.

Trustee Dennis said the other interesting thing that happened at the August 18th BCC meeting was that the BCC completely revised how CABs (Citizens Advisory Boards) would operate, and are instigating measures to make the CABs more compatible with the citizens and residents within those areas.

Louie Test concluded that he did not see how the unincorporated town could have any effect on the PVGID, unless the unincorporated town wanted to change the format and wanted to take on road maintenance.

8. **Judicial/Government Affairs:** Louie Test stated he had nothing to report.

9. **Calendar Review:** Cathy Glatthar reviewed the upcoming items:

- Our next meeting is scheduled for October 15, 2020.
- The audit has gone smoothly and may be ready for the October meeting, instead of the November meeting. Trustee Johnson mentioned he answered the standard fraud inquiry questions from the auditor. Louie Test stated the auditor did not request the letter regarding any pending legal matters. Cathy said she would follow up on that with the auditor.

10. Correspondence:

None

11. Public Comment:

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

Trustee Dennis said in the future he would like to discuss how soil amendments could be used to correct sections of poor subgrade before we cover them with the Class E aggregate.

Shawn Kelly wanted to discuss using mag-chloride on the Class E-surfaced roads.

Trustee Johnson said next spring he wanted the Board to consider a mag-chloride type material.

Trustee Dennis said a DG (decomposed granite) road like Bacon Rind has a tendency to unravel as soon as the moisture is gone. He said the question is, is it the aggregate topping that will provide the adherence so the subgrade doesn't go bad or is it something that needs to be part and parcel of the subgrade so it doesn't unravel?

Trustee Johnson said let's have a discussion of subgrade improvement/encapsulation on roads to be surfaced with the Class E aggregate. He said Trustee Otto asked at a past meeting if we would be better off to add a thicker layer of aggregate on these roadways now?

Trustee Dennis said he agreed with Trustee Otto, but the money we had was only sufficient to do the work as estimated in Shawn's cost analysis.

Trustee Johnson verified with Shawn that the estimates for the Class E were for two tenths thickness.

Shawn added that was 1,000 tons per mile.

Trustee Johnson said since Bacon Rind will not be done by October 15th, he wanted to have this discussion at the next meeting because the Board may want to increase the thickness to four inches for Bacon Rind.

13. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Currivan seconded the motion, and hearing no opposition, the meeting adjourned at 6:50 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of September 17, 2020

Total of all Bank Accounts:	Balance as of September 17, 2020 - Almost CD #5010	415,918.76
	Balance as of September 17, 2020 - A/P / General Ckg #4179	251.34
	Balance as of September 17, 2020 - Payroll #4430	17,000.00
	Balance as of September 17, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	433,570.10

<u>Wells Fargo - Almost CD #5010</u>		Balance as of August 20, 2020	287,110.78
Income for the Month			
Ad Valorem/Property Tax	111,847.45		
Consolidated Tax (CTX)	42,976.54		
LGTA/Fair Share	2,861.68		
Other Income	0.00		
TOTAL	157,685.67		
Interest Income	2.58		157,688.25
Transfer to Wells Fargo #4179	(11,000.00)		
Transfer to Wells Fargo #4430	(17,880.27)		(28,880.27)
		Balance as of September 17, 2020	415,918.76

<u>Wells Fargo - A/P / General Ckg #4179</u>		Balance as of August 20, 2020	351.22
Transfer from Wells Fargo #5010	11,000.00		
Interest Income	0.03		11,000.03

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9834	1,548.18	Secretarial Services \$1,031.40, Accounting/Audit \$455.00, Office Supplies \$61.78	
Flyers Energy	9833	1,940.09	Fuel	
Granite Construction	9832	1,428.00	11.5 tons patching material for Right Hand Canyon Rd, 1 ton Whiskey Springs, 1.5 tons Ironwood, Amy, and Sharrock @ \$102.00/ton	
Hoffman & Test	9831	435.00	Monthly retainer and travel expenses	
NV Energy	9830	96.89	Monthly Electric Bill	
Pyramid Business Services	9829	1,023.75	Monthly Bookkeeping, Payroll, Audit Preparation	
Sierra Nevada Construction	9828	4,628.00	52 tons paving material for Whiskey Springs Road	
TOTAL		11,099.91		(11,099.91)
			Balance as of September 17, 2020	251.34

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 09/17/2020 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of September 17, 2020	433,570		
Additional Revenue Expected Through August 31, 2021	635,468		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2021		1,069,038	
LESS Average Monthly Expenses (\$30,000) x 11 Months	-330,000		
LESS: Capital Outlay (\$14,108 + \$75,000); Audit \$10,750 (Oct); Unexpected Repairs (\$5,000/mo x 11 months); Insurance (\$9,000 Jun or Jul); Workers' Comp \$1,192 (Nov), \$1,397 (Feb, May) & \$2,000 (Aug)	-169,844		
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2021		-559,844	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2021		509,194	
Additional Revenue Expected Through August 31, 2021:			
From 2020/2021 <u>Final Budget</u>	Figures Used for <u>Est Op Funds Rpt</u>		
301,627	300,000	Ad Valorem Oct '20 thru Aug '21 188,153	
502,198	450,000	CTX 37,500 x 11 412,500	
38,000	38,000	LGTA 3,165 x 11 34,815	
841,825	788,000	635,468	
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	15,616	1,384
Other (non Road Maint)	13,000	5,586	7,414
	30,000	21,202	8,798
			A/P Acct Exps 11,100
			P/R Acct Exps 17,880
Road Maintenance		7,778	Petty Cash Exps 0
TOTAL EXPENSES		28,980	28,980

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 09/17/2020 Actual Revenue is Greater Than Estimated By:

\$12,020.67

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20 (35%)	105,000.00	111,847.45	6,847.45	6,847.45
October	0.00			
November (21%)	63,000.00			
December	0.00			
January	0.00			
February (21%)	63,000.00			
March	0.00			
April (21%)	63,000.00			
May	0.00			
June	0.00			
July (2%)	6,000.00			
August	0.00			
	300,000.00	111,847.45	-188,152.55	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	37,500.00	42,976.54	5,476.54	5,476.54
October	37,500.00			
November	37,500.00			
December	37,500.00			
January	37,500.00			
February	37,500.00			
March	37,500.00			
April	37,500.00			
May	37,500.00			
June	37,500.00			
July	37,500.00			
August	37,500.00			
	450,000.00	42,976.54	-407,023.46	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	3,165.00	2,861.68	-303.32	-303.32
October	3,165.00			
November	3,165.00			
December	3,185.00			
January	3,165.00			
February	3,165.00			
March	3,165.00			
April	3,165.00			
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	2,861.68	-35,138.32	

PVGID OPERATIONS REPORT
Report Period 8/17/2020 to 9/13/2020
ATTACHMENT: 9/17/2020 Meeting Agenda Item 5.c.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 66 hours; 670 Grader = 6 hours]

1. Sage Flat
2. Easy Jet
3. Grey Van
4. Range Land: Grey Van – Winnemucca Ranch
5. Two Forty
6. Grass Valley (W): Pyramid – Flying Eagle
7. Crazy Horse: Wilcox – Hay Cyn, Cleared off lots of rocks
8. Quaking Aspen: Wilcox – O’Hara
9. Wild Horse: Whiskey – Crossover
10. Piute Creek
11. Amy (S): Wilcox – End
12. Pony Springs
13. Hockberry
14. Peak E – W
15. Sharrock: Amy – Wild Horse
16. Pasture View (S): Sharrock – End

OTHER ROAD WORK:

1. Right Hand Canyon: Whiskey – Pavement end. Sweep with pull broom. Patch with 11.5 tons cold mix
2. Whiskey Springs upper, Sweep with pull broom. Patch with 1 ton cold mix
3. Ironwood, Amy, Sharrock: Pot hole patch large holes only with 1.5 tons cold mix

OTHER:

1. Post Agenda
2. Road survey
3. Town for parts

EQUIPMENT:

1. 05 Int. Water Truck: Right rear Axle seal bad saturated shoes with oil, Brake drum had a major groove in it, Also S cam axle and bushings bad. Replace all new parts install new brake shoes and adjust. Also seat was very bad R&R
2. 05 IR Compactor: Hydraulic leak, Tighten fitting, Coolant leak Radiator small hole, put stop leak in hope to seal! Dealer said \$3900 for new one
3. 05 Int. Water Truck: Change oil & filter, lube
4. 02 Peterbilt 379 Tractor: Change oil & filter, Fuel filter, Lube

Second Reading and Adoption
Regular Meeting
September 17, 2020

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R2

AMENDMENT OF RESOLUTION NOS. F89-R1 AND F91-R1 AND MOTION NO. F93-M5
SNOW REMOVAL

WHEREAS, on January 3, 1989, the Board of Trustees approved Resolution No. F89-R1, Administrative, Road Committee and Priority Roads for Snow Removal; and

WHEREAS, on April 9, 1991, the Board of Trustees approved Resolution No. F91-R1, Road Maintenance, Snow Removal; and

WHEREAS, on January 26, 1993, the Board of Trustees approved Motion No. F93-M5, Amending Resolution No. F91-R1, Snow Removal on Private Roads and Driveways;

NOW, THEREFORE, be it RESOLVED, that this resolution amends and supersedes all previous resolutions and policies regarding snow removal, as follows:

- Snow removal from GID-maintained roads should be performed when snow depths reach six inches. It is understood that snow depth determinations are subjective as snow accumulation varies rapidly with elevation, wind patterns, etc.
- If significant snowmelt from sunshine or above freezing temperatures are forecast, snow removal from higher elevation roads first may be appropriate.
- If snow depths are significant (greater than six inches) throughout the valley, or if clouds and colder temperatures retard snowmelt, the major collector roads should be plowed first (i.e. Ironwood, Whiskey Springs, Axe Handle, Amy, Wilcox Ranch, and Range Land Roads).
- The GID operations manager shall establish priorities, schedules, and the potential need for overtime to accomplish these goals.
- Snow removal shall be performed as needed on a seven-days-a-week schedule.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee Currivan, and seconded by Trustee Dennis, the foregoing Resolution was passed and adopted this 17th day of September, 2020 by the following vote:

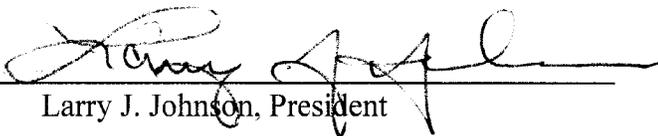
AYES: Trustee Currivan, Trustee Dennis, and Trustee Johnson

NAYS: None

ABSENT: Trustee Otto and Trustee Breitmeyer

ABSTAIN: None

Board of Trustees of the Palomino Valley General Improvement District

By: 
Larry J. Johnson, President

NOTE: This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, October 15, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:02 p.m. Thursday, October 15, 2020 at 5105 Wayside Road, Reno, Nevada.

1. **Roll Call:** Trustees present were Larry Johnson, Greg Dennis, Don Otto (by phone), and Jim Currivan (by phone). Trustee Marty Breitmeyer was absent. Also present were Shawn Kelly, Operations Manager; and Cathy Glatthar, Assistant to the Board. Note: Louie Test, Legal Counsel, was available by phone, but was not called.

2. **Public Comment:**

Trustee Johnson reported receiving a few public comments/requests that would be discussed under Road Maintenance Reports.

3. **Approval of Minutes – September 17, 2020:**

In response to Trustee Currivan's question about Item 12 on page 6, Trustee Johnson clarified the "two tenths thickness" was correct; that two tenths inches is essentially two and a half inches. He said therefore the minutes are correct.

Trustee Dennis made a motion to approve the minutes as written. Trustee Currivan seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$443,612.54. She stated the income for the month was Consolidated Tax (CTX) \$38,746.57, LGTA (Fair Share) \$643.06; she said the first LGTA payment for the fiscal year is usually a small amount.

Cathy stated the "Other Income" of \$14,869.27 was from FEMA [Federal Emergency Management Agency] for Project Worksheet #3 - Drainage [2017 flooding]. She said there is one outstanding FEMA reimbursement, Project Worksheet #1. In answer to Trustee Dennis' question, Trustee Johnson stated it has been three and a half years since we started the FEMA disaster reimbursement process.

In answer to Trustee Otto's question, Cathy stated the estimated FEMA reimbursement for Project Worksheet #1 is \$23,000.

Trustee Johnson explained FEMA will fund 75% of the costs, and then the State will fund an additional 12.5% of the final amount approved by FEMA (approximately \$20,000), and the GID is responsible for the remaining 12.5%.

Cathy went on to review some of the payment of bills, as follows: (1) Eide Bailly - audit progress payment of \$9,000.00 (the balance due will be \$1,750); (2) Martin Marietta Materials - structural fill/Class E aggregate material for Wilcox Ranch Road for \$1,699.80; (3) Construction Sealants & Supply - crack sealer material and supplies for Ironwood and Whiskey Springs Roads in the amount of \$11,949.50.

Trustee Currivan made a motion to approve the transaction report and pay the bills for October. Trustee Dennis seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report:** Trustee Johnson commented that the report (see attached) shows that we have estimated net operating funds for road improvements through the end of August next year of almost a half million dollars. He said to keep in mind that out of that will come the costs of our winterizing projects. He said we had estimated \$125,000 of that for gravel and trucking for our road improvement projects. He said beyond that will be additional material for areas on Wilcox Ranch, Quaking Aspen, and other roads. He said, therefore, that \$492,000 will be reduced significantly by next month at this time.

Cathy Glatthar stated she held back the \$30,000 to SNC (Sierra Nevada Construction) for the edge paving project.

5. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson stated October continues to be dry and our roads show it. He said our roads washboard within days of being graded. He said the crew is only pulling a couple of loads of water a day from the Wayside well.

Trustee Dennis commented that the amount of water being put down is more than in the past and the roads are holding up better because of that.

Trustee Johnson said we are doing the best we can, but you kind of feel inadequate when the roads come “unglued” as fast as they do.

Shawn Kelly said the system will hold together a lot better when we get the aggregate coverage and the mag-chloride on the roads. He explained a company named Dust Busters put the mag-chloride down on the haul routes at Martin Marietta, and he has been in touch with Nathan at Dust Busters.

Trustee Johnson said there are a couple of vendors in town who will either sell the raw material and/or place it at specified application rates. He said that would be an operation for next spring.

In response to Trustee Dennis’ comments, Shawn explained that for Bacon Rind, after they compact the subgrade, he will spray it with EMC² and then place the aggregate. He said he was confident that the subgrade would hold.

Trustee Johnson reminded Trustee Dennis a couple of years ago that he pointed out for the soft, sandy areas on Range Land, if you could encapsulate and confine those areas, you could stabilize them. He said that leads into the discussion of the thickness of the material to confine it.

Trustee Johnson said we received a request today from Susan Ambrose for patching on Ironwood. He explained that was already anticipated by Shawn and the crew actually did that patching today.

Shawn confirmed the patching was scheduled for today and was completed today. He said he is hoping for some cold weather so they can put down the crack sealer.

Trustee Johnson said the potholes Ms. Ambrose was referring to are the ones they anticipated between the Cape seal and the edge paving.

In answer to Trustee Currivan's question, Trustee Johnson explained these are not three-inch deep potholes typically found in city streets. He said these are areas where the half-inch-thick Cape Seal has worn away or broken off and the subgrade soil was showing through.

Trustee Johnson said that transition begs to be covered up and next year he believed a chip seal project was in order for several miles.

Trustee Johnson said the other comment received was that someone had dug a ditch across Broken Spur about a quarter of a mile south of Whiskey Springs. He said some private party had dug a utility trench across the road, backfilled the trench, and the backfill had settled. He said Shawn needs to knock on the resident's door and have them get the contractor back out to re-compact the backfill.

Trustee Johnson read into the record the second portion of Ms. Ambrose's public comment as follows:

"... new resident with 77 acre parcel between Amy road and Hockberry. The individual has hired a grader which has been doing extensive grading. The Amy side property boundary stakes appear to be on the GID easement. Today a gravel truck going faster than 45 drove from Ironwood to entrance of new parcel. After work is completed can Shawn do a driveby to check the condition of the road?"

Trustee Johnson stated he did not believe that any grading this individual has performed is within the GID easement. He said they will take a look at it and after the work is completed, they will definitely do a drive by to check the condition of the GID's road and see if anything has been encroached upon.

Shawn said he believed the only thing the property owners said they would encroach upon was the backside of the mailboxes [on Amy Road] which is where their property line goes. He said they will be installing a fence along their property line, which is still 33 feet from the centerline of Amy Road.

b. Future Road Improvement Projects:

1. Trustee Johnson stated we have engaged Sierra Nevada Construction (SNC) to do edge pavement reinforcement on Axe Handle Road from Pyramid Highway to Bacon Rind on both sides and then up to the sharp curve on one side and some on the other side where there is horizontal room. He said that work is scheduled with SNC for a week from Monday [10/26/2020].

Trustee Dennis clarified this is the same type of work that was done on Ironwood and Whiskey Springs, and said that it holds together well.

Trustee Johnson said the project costs should be well within the \$30,000 budget the Board approved at the last meeting.

In answer to Trustee Dennis' question about maximizing SNC's work for the one-day contract, Trustee Johnson said SNC's quote came back with a reduced one-day cost reflecting the fact that SNC anticipated not having a full day. He said he would push SNC to the limit.

2. Trustee Johnson said Shawn has not been able to get trucking, so we have not started placing gravel on the roads listed at last month's meeting.

Shawn Kelly said he was hopeful to get trucking at the beginning of November. He said when the trucks are available, he won't let them go.

Trustee Johnson said last month's minutes, on page 2, gave a list of the roads to be graveled, and Shawn would have discretion as to the order.

Trustee Otto said he didn't have the minutes in front of him.

Trustee Johnson read the list, as follows:

- Amy "short" (Ironwood - Wilcox Ranch)
- Bacon Rind (S: Axe Handle to Sky Canyon)
- Bacon Rind (N: End of surfacing to End)
- Wild Horse (Whiskey to Sharrock)
- Wild Horse (Sharrock to Crossover)
- Twin Springs (Wilcox to Crossover)
- Twin Springs (Crossover to Cul-de-sac)
- Right Hand Canyon (Block "house" to Raptor/Thumbs Up)
- Range Land (Peak to Winnemucca)

Trustee Johnson said it's an ambitious schedule and in addition to this list, areas of Wilcox Ranch, Quaking Aspen, and other roads will be touched up [with aggregate].

In answer to Trustee Otto's question regarding the 319 tons of material brought in from Martin Marietta, Shawn said all but a small amount of that material had already been placed on roads.

Trustee Johnson said he asked for a lab report of grain size analysis of the material. He said they took two samples and they were superb; both were 100% passing the one-inch, and both samples had sufficient minus-200 binder (18% and 21%) to where we will have a superb mixture.

In answer to Trustee Otto's question, Shawn said as of a month ago, Martin Marietta had over 6,000 tons of material ready for us. He said he anticipates using 10,450 tons at two-tenths thickness on the roads listed; but there is a possibility of increasing the thickness.

Shawn explained that Bacon Rind still needs some work before the material will be put down; building up the road, removing a headwall, and installing a culvert. He said he would do Amy short first and then go from there.

Trustee Otto stated Bacon Rind north was not rocky material and it would be easy to move around. He said right now it looks like you are working in a trench; the road is basically lower than the sides. He said with Bacon Rind south it is a little wider and has room for a ditch. He said it looks like there are a couple of days worth of prep work just on Bacon Rind north.

Shawn addressed Trustee Otto and said the upper portion of Bacon Rind north has a lot of rock. He said it is basically blow sand/DG on the lower portion from the chip seal to the big turn; that's the section of road that's in a "trench."

Trustee Otto said and also after you make that second turn to the left and go up over that hill (which he said is dangerous and he would like to have it widened before the base is put down), and then you make another right curve and then there's a long straight away to the end. He said that long straight away which has a pretty good grade on it going up, and in 2017, when we had the flooding, both sides of Bacon Rind were blown out and the water crossed the road many times. He said we need to fix the grading on that road: bring material in and create decent escapes. He said there's quite a bit of work and he'd like to see this work done before we put down base.

Shawn said his plan is to begin by working on the first three quarters of a mile from the chip seal which gets rutted-out/washboards really bad. He said unfortunately a lot of those escapes that were installed in the past were crossing and tearing out driveways.

Trustee Otto wanted to know if Shawn would have enough time to do all the prep work; that this was only one road he had brought up.

Shawn said if he does the lower section before he does the upper section, he'll have time to do the upper section at a later date.

Trustee Otto said what about widening and bringing material back in and raising the road back up?

Trustee Dennis addressed Trustee Otto and said it sounded like they were trying to design this while we're talking about it. He said he was thinking that maybe if Trustee Otto wanted that definitive of a plan before we get base down so we have a drivable surface, that kind of worried him as to how to work that out.

Trustee Johnson stated a lot of this was recognized and discussed at the last meeting; that the Bacon Rinds are depressed, the sides needed to be pulled in, and drainage improvements were needed; anything that needed to be done prior to any gravel surfacing. He said at that point, Bacon Rind would not be highest priority. He said our first priority would be roads that are ready for surfacing. He said they would get to roads like Bacon Rind and the end of Range Land (which is in a similar situation); those will get done last.

Shawn said he has 40 years of improper grading that needs to be corrected.

Shawn reassured Trustee Otto that if a road is not ready for the gravel, he will not put the gravel down. He added that he has plenty of other roads he could work on and sections of roads that he can surface.

Trustee Currivan requested that some gravel be placed in front of the Bacon Rind mailboxes.

Shawn agreed to do so.

Trustee Otto stated there were 56 hours on the grader last month. He said the way it looks right now, we don't have the moisture needed to prep these roads the way they should be done and the way he would like to see them done. He said he brought up previously that there should be four inches minimum of aggregate put on all of these roads. He said it's nice to have a little bit on a road, but if you want it to hold together over the top of these fine-grained roads, you're going to have to put it on thicker; minimal of four inches. He said otherwise it's just going to blow away.

Shawn asked Trustee Otto even if it has mag-chloride on it?

Trustee Otto asked Trustee Johnson if it was mag-chloride or another product that was put down possibly on Wilcox Ranch and Trustee Johnson had bad things to say about that product?

Trustee Johnson said it was a very similar product to mag-chloride, but the difference is that it will be put down on a different material. He said when you put this product on a clay base, it becomes slimy and slick when it gets wet. He explained when you put this product on a Class E material, that will not happen.

Trustee Johnson explained we are talking about placing the mag-chloride on the Class E material to hold the fines in place. He said the biggest deficiency we've seen on Wilcox Ranch and Quaking Aspen this year, with a dry summer and the traffic, we blow off the fines - the binder that is vital in keeping a smooth, hard surface there and we're left with rocks.

In answer to Trustee Otto's question about a complaint in the past that the surface applied with mag-chloride would be too hard to grade, Trustee Johnson said it would be similar, but you would not have to grade it until the end of the year.

Shawn said we'll go into a watering program and keep moisture on it.

Trustee Johnson said there are hundreds of miles of mine haul roads where this is utilized and it almost looks like a pavement when done with the right materials and the right application.

Trustee Dennis said there are some places where we can use mag-chloride on the sub-base to stiffen it up.

Trustee Johnson clarified that mag-chloride would not be used on Bacon Rind because it doesn't work on DGs.

Trustee Johnson said when mag-chloride was applied on those sandy areas on Range Land, it deteriorated within days; the subgrade has to have the right amount of fines. He said he wanted to be very clear, just like in 2012 with the Cape seal, this is going to be an experiment. He said he will give the Board a technical recommendation and the Board can take it or leave it. He said he believed it will perform and that it will perform well, but no guarantees.

Trustee Johnson addressed Trustee Otto's opinion that a minimum of four inches of gravel be placed on all the roads we are planning on gravelling. He said he agreed with certain roads, but disagreed with certain roads because he wanted to stretch our dollars and do more lineal feet on certain roads that would probably hold up with a thinner, two-tenths veneer of the right product. He said we need to look at the number of residences served on some of these roads, coupled with the subgrade type.

Trustee Dennis said we in fact did that. He said we took the clay/rock material from the Wayside pit and used that on Range Land to encapsulate the top of Range Land Road. He said then they put about a two-inch veneer of Type II base over it, but the base didn't have the fines and didn't hold up extremely long. He said it did last for six months and some rock has been added to it and it has worked rather well. He said yes it can be done, and it was all about costs and

keeping within the budget we had. He said he believed that is what we are still trying to do now.

Trustee Johnson said he agreed whole-heartedly with Trustee Dennis. He said with that list of roads, he thought most of those could be improved greatly and get pretty good performance from the two-tenths thickness. He said certain roads should be considered for increased thickness for the following reasons: 1) Amy short, for example, gets a tremendous amount of traffic and we could increase the thickness there; 2) the Bacon Rinds, particularly Bacon Rind south, where we have areas, particularly at the split, where the sands, the DGs are so clean that they “fluff” like those areas on Range Land. These are areas where we will need to encapsulate them with something and Martin Marietta is closer than the Wayside pit, so he said he would recommend placing a four-inch thickness on Bacon Rind south.

Trustee Otto agreed and stated that Shawn will have to be sure more material is placed in those soft areas.

Shawn said as long as the Board is okay with allocating more money, he has no problem with it.

Trustee Johnson said he thought we needed to look at Shawn’s projected budget and anticipate that we are going to almost double the costs on the Bacon Rinds. He said when we put the gravel on Bacon Rind, he will be there looking at every square foot of subgrade.

Cathy Glatthar recommended that the Board make a motion to increase the budget from the \$125,000 approved at last month’s meeting.

Trustee Johnson said Shawn’s estimate for Bacon Rind south was \$13,600 and we could double that.

In answer to Trustee Otto’s question, Shawn stated the road width used in his calculation for Bacon Rind south was 18 feet.

Trustee Otto said then that’s almost full “bank-to-bank” then?

Shawn said not on the lower part, and again, these are rough numbers used to set a budget.

Trustee Johnson said the budget should be raised to \$150,000, and allow Shawn the discretion of increasing base thickness where he deems necessary. He said he would be available for consultation.

Shawn addressed Trustee Otto and asked if Trustee Otto understood that as soon as you get past the split on Bacon Rind south; unless he is going to rebuild the road from scratch, and bring in all kinds of equipment, we’ve got to make do with a little bit of what we have? He said it might be a 16 foot road at that point with the fences and trees, and asked Trustee Otto, since Trustee Otto has driven that road, did Trustee Otto understand what he was saying?

Trustee Otto said he did understand what Shawn was saying.

Shawn asked that Trustee Otto take a look at the section of Right Hand Canyon to see what could be done with the equipment we have and a couple of employees.

Trustee Johnson said there are constraints to most of these roads, but it is going to be a whole lot better.

Trustee Otto said he hoped Shawn could keep up with everything that's in front of him here for the next 30 to 45 days.

Trustee Dennis said that was his first comment today.

Trustee Johnson said a lot of this work will stretch on all winter long.

Trustee Otto said Shawn could not let the trucks go without losing them to somebody else, so Shawn's kind of committed; once Shawn starts running the trucks, he's going to have to keep running them.

Shawn said in the wintertime the trucks become more available.

Trustee Dennis said we could get the work started and see how it's going on a monthly basis; we're not going to do all these projects in one month. He said we have time to see where our mistakes are and where our good points are, and go from there.

Shawn stated that he is still learning the system and he was trying to establish a budget for the work. He said he wanted to get a [plan] going where the crew is staying busy and all the Board has to do is evaluate the job he is doing. He said he is doing the best he can do for this Valley. He said he hopes they can see there's an improvement; he's had a lot of people saying there's been improvement and they are liking the results. He said he wanted the chance to fail or succeed.

Trustee Currivan said that's fair enough.

In response to Trustee Otto's question, Trustee Johnson and Shawn replied that the Class E material is pretty dry when it comes from Martin Marietta.

Trustee Johnson asked that Trustee Otto allow our Operations Manager do what he is. He said we are here to give policy, we're not here to micro manage.

Trustee Otto said what Shawn was going to run up against was being brushed over. He said he was trying to lay out some of these points that Shawn was going to run up against and the other trustees just wanted to blow it off.

Trustee Johnson said he did not think they had brushed over anything.

Trustee Otto said Trustee Johnson was telling him to brush it over.

Trustee Johnson said he was telling Trustee Otto to not micro manage.

Trustee Otto said last month, or the month before, Shawn said sometime this fall he was going to do all of the escapes; so Shawn still has all that to do.

Shawn agreed that the escapes still need to be done.

Trustee Otto said Shawn's work was stacked up. He said with 56 hours last month on the grader ... He said he knew Shawn was busy doing other work, but he said he saw Shawn running up against a problem. He said Trustee Dennis brought it up, too.

Trustee Dennis said he knew he brought it up, but we got the Cape seal done because we went out there and tried something; let's give this a try.

Trustee Otto said okay, it's all on Shawn then. He said he was trying to help Shawn out and ...

Trustee Dennis interjected and said he did not say that.

Trustee Johnson said he wished Trustee Otto would not twist their words.

Trustee Otto said he wanted to address trying to get Shawn some help next month.

Shawn said he already had outside help lined up to run a water truck and a compactor, and he thanked Trustee Otto.

Trustee Otto said the temporary worker would be able to run the water truck and the compactor, so Shawn would be able to run two blades?

In answer to Shawn's question as to why he would be running two blades, Trustee Otto said because we were way behind.

Trustee Johnson asked where we were way behind? He said we don't have a single maintenance request we have not met, so we are not way behind.

Trustee Otto said that doesn't tell you how far you're behind. He said what about the escapes Shawn said he was going to do?

Trustee Johnson said before we get significant run off, the escapes can be done at any time.

Trustee Dennis said we've had a good enough discussion on this, and they were all in agreement to get started on this work. He said on those areas where the encapsulation of the sub-base needs to take place, they need to increase the thickness of the Class E base. He said that additional cost of approximately \$25,000 would raise the total cost to about \$150,000.

Trustee Dennis made a motion to increase the budget by \$25,000 to \$150,000 to ensure we encapsulate the tops of specific, select roads so that they are stable and maintain their serviceability. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

c. Operations Manager's Report: In answer to Trustee Johnson's question, Shawn Kelly said he was unable to purchase a sweeper or a trailer at the recent auction.

6. **Old Business:** None

7. **New Business:** None

8. **Judicial/Government Affairs:** None

9. **Calendar Review:** Cathy Glatthar reviewed the upcoming items:

- Our next meeting is scheduled for November 19, 2020.
- The acceptance of the audit will be on the November agenda. Cathy stated she would send the audit report to the Board, and asked that the Board members let her know of any questions they have prior to the meeting so she could have answers at the meeting.

10. **Correspondence:** None

11. Public Comment:

Shawn Kelly stated he had requests from over seven residents in the Valley. He said there are a bunch of frustrated people because the speeds in the Valley have increased tremendously and we are losing control. We need to try and get people to understand that it is so dry, and the dirt roads just fall apart the faster people drive. People just want to drive faster and faster and it's a safety issue. He said people are driving 80 miles an hour and fishtailing and going sideways. He said the residents are asking for help from the GID, but our hands are tied. He said he wanted to get it on the record so maybe people would slow down a little bit more in the dry times; that would be great.

Trustee Dennis said that would be a good topic for an agenda item.

Trustee Johnson asked Cathy Glatthar to check to see if that topic was on the website and if it wasn't, to please have it added.

Trustee Otto said, for the record, he wanted to make a request that any material that we do put down on these roads does not get pushed out to the sides as far as we've pushed it out in the past. He said it will get out there on its own and it's hard enough to keep it on the road the way it is.

In response to Trustee Johnson's request for clarification, Trustee Otto said whatever the edge of the road is; we don't need to push the material all the way to the edge.

Trustee Dennis said what he believed Trustee Otto was saying was that Trustee Otto did not want to see wasting of the base material we bring in (in the ditches and over the top where it's not necessary) and due diligence for that purpose.

Trustee Otto said that was correct; we've had way too much base in the past that was wasted in the ditch.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

Cathy Glatthar requested to have an agenda item to consider increasing the limit on Shawn Kelly's credit card from \$10,000 to \$15,000.

13. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Currivan seconded the motion, and hearing no opposition, the meeting adjourned at 7:15 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of October 15, 2020

Total of all Bank Accounts:	Balance as of October 15, 2020 - Almost CD #5010	425,520.87
	Balance as of October 15, 2020 - A/P / General Ckg #4179	691.67
	Balance as of October 15, 2020 - Payroll #4430	17,000.00
	Balance as of October 15, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	<u>443,612.54</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of September 17, 2020	415,918.76
Income for the Month		
Ad Valorem/Property Tax	0.00	
Consolidated Tax (CTX)	38,746.57	
LGTA/Fair Share	643.06	
Other Income - FEMA Reimb	<u>14,869.27</u>	
TOTAL	54,258.90	
Interest Income	3.14	54,262.04
Transfer to Wells Fargo #4179	(15,750.00)	
Transfer to Wells Fargo #4430	(28,909.93)	(44,659.93)
	Balance as of October 15, 2020	<u>425,520.87</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of September 17, 2020	251.34
Transfer from Wells Fargo #5010	15,750.00	
Interest Income	0.02	15,750.02

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9835	635.01	Secretarial Services \$506.40, Accounting/Audit \$105.00, Office Supplies \$23.61	
Eide Bailly LLP	9836	9,000.00	Fiscal Year 2020 Audit Progress Payment through 9/30/20	
Flyers Energy	9837	2,063.28	Fuel and oil	
Granite Construction	9838	1,388.77	Asphalt "cold" mix, 6.0 tons at \$102.00/ton for Range Land Road patching; Asphalt "hot" mix, 8.98 tons at \$86.50/ton for Range Land Road patching	
Hoffman & Test	9839	400.00	8/2020 Monthly retainer	
Napa	9840	337.22	Windshield wipers for 670 & 770 Graders, F450, & Misc equip \$97.74; Operating supplies \$239.48	
NV Energy	9841	85.47	Monthly Electric Bill	
Pyramid Business Services	9842	617.50	Monthly Bookkeeping, Payroll	
Sonsray Machinery	9843	782.44	580SM Backhoe Cylinder repair and battery replacement	
	TOTAL	<u>15,309.69</u>		(15,309.69)
			Balance as of October 15, 2020	<u>691.67</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of October 15, 2020

<u>Wells Fargo - Payroll #4430</u>		Balance as of September 17, 2020	17,000.00
Transfer from Wells Fargo #5010	28,909.93		
Interest	0.11		28,910.04
Net Payroll	8,059.68	Net Payroll	
LJ's BECC 10/2/2020 Stmt			
Sani-Hut	LJ's CC 129.87	Monthly restroom bill	
Prominence	LJ's CC 3,056.32	Health Insurance	
Martin Marietta Materials	LJ's CC 1,699.80	Structural Fill-Class E 339.96 Tons @ \$5.00/Ton for Wilcox Ranch Road	
LJ's BECC 11/3/2020 Stmt			
Construction Sealants & Supply	LJ's CC 11,949.50	Crack Sealer material and supplies for Ironwood Road & Whiskey Springs Road	
SK's BECC 10/2/2020 Stmt			
Waste Management	SK's CC 30.40	Utilities - Waste Removal	
SK's BECC 11/3/2020 Stmt			
Verizon	SK's CC 33.56	Monthly cell phone bill	
Alhambra & Sierra Springs	SK's CC 39.01	Monthly Office Water	
Nevada Speedometer	SK's CC 295.00	Speedometer for 02 Peterbilt 379	
PERS	5936 2,858.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS 758.90	Payroll Taxes	
	<u><u>\$28,910.04</u></u>		<u><u>(\$28,910.04)</u></u>
		Balance as of October 15, 2020	<u><u>17,000.00</u></u>

<u>Wells Fargo - Petty Cash</u>		Balance as of September 17, 2020	400.00
Transfer from Wells Fargo #4430			0.00
	AMOUNT	DESCRIPTION	
	<u><u>TOTAL</u></u>		0.00
		Balance as of October 15, 2020	<u><u>400.00</u></u>

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 10/12/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 10/15/2020 Meeting - Agenda Item 4. b.

Total Cash in all Bank Accounts as of October 15, 2020		443,613	
Additional Revenue Expected Through August 31, 2021		594,803	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2021			1,038,416
LESS Average Monthly Expenses (\$30,000) x 10 Months		-300,000	
LESS: Capital Outlay (\$14,108 + \$75,000); Audit \$1,750 (Nov); Unexpected Repairs (\$5,000/mo x 10 months); Insurance (\$9,000 Jun or Jul); SNC Edge Paving (\$30,000); Workers' Comp \$1,192 (Nov), \$1,397 (Feb, May) & \$2,000 (Aug)		-185,844	
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2021			-545,844
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2021			492,572
Additional Revenue Expected Through August 31, 2021:			
From 2020/2021	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
301,627	300,000	Ad Valorem	Nov '20 thru Aug '21 188,153
502,198	450,000	CTX	37,500 x 10 375,000
38,000	38,000	LGTA	3,165 x 10 31,650
841,825	788,000		594,803
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	14,733	2,267
Other (non Road Maint)	13,000	14,449	-1,449
	30,000	29,182	818
			A/P Acct Exps 15,310
			P/R Acct Exps 28,910
Road Maintenance		15,038	Petty Cash Exps 0
TOTAL EXPENSES		44,220	44,220

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 10/15/2020 Actual Revenue is Greater Than Estimated By:

\$10,745.30

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20 (35%)	105,000.00	111,847.45	6,847.45	6,847.45
at 10/15/20	0.00	0.00	0.00	6,847.45
November (21%)	63,000.00			
December	0.00			
January	0.00			
February (21%)	63,000.00			
March	0.00			
April (21%)	63,000.00			
May	0.00			
June	0.00			
July (2%)	6,000.00			
August	0.00			
	300,000.00	111,847.45	-188,152.55	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	37,500.00	42,976.54	5,476.54	5,476.54
at 10/15/20	37,500.00	38,746.57	1,246.57	6,723.11
November	37,500.00			
December	37,500.00			
January	37,500.00			
February	37,500.00			
March	37,500.00			
April	37,500.00			
May	37,500.00			
June	37,500.00			
July	37,500.00			
August	37,500.00			
	450,000.00	81,723.11	-368,276.89	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	3,165.00	2,861.68	-303.32	-303.32
at 10/15/20	3,165.00	643.06	-2,521.94	-2,825.26
November	3,165.00			
December	3,185.00			
January	3,165.00			
February	3,165.00			
March	3,165.00			
April	3,165.00			
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	3,504.74	-34,495.26	

PVGID MINUTES OCTOBER 15, 2020

ATTACHMENT

PUBLIC COMMENT: Agenda Item 5. a.

FROM: Susan Ambrose

Public comment

Maeve Ambrose

Wed, Oct 14, 2020 at 3:06 PM

To: Palomino Valley GID <palvalgid@gmail.com>

Agenda item #5

Potholes are getting bigger on Ironwood. Can they be patched before people have to start driving around them into oncoming traffic lane? Also just an FYI regarding new resident with 77 acre parcel between Amy road and Hockberry. The individual has hired a grader which has been doing extensive grading. The Amy side property boundary stakes appear to be on the GID easement. Today a gravel truck going faster than 45 drove from Ironwood to entrance of new parcel. After work is completed can Shawn do a driveby to check the condition of the road ? Thanks

Susan Ambrose

PVGID OPERATIONS REPORT

Report Period 9/14/2020 to 10/11/2020

ATTACHMENT: 10/15/2020 Meeting Agenda Item 5. c.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 56 hours; 670 Grader = 0 hours]

1. Wilcox Ranch: Goodher - Mid
2. Amy Short
3. Right Hand Cyn: Block house – Ed's 3300 RHC
4. Wilcox Ranch: Amy – Quaking Aspen
5. Crossover
6. Prairie: Winnemucca – Big Dog
7. Big Dog
8. Curnow Cyn: Axe Handle – End of Maint
9. Bacon Rind S: Axe Handle – Sky Cyn
10. Bacon Rind N
11. Wilcox Ranch: Quaking Aspen – Goodher
12. Range Land: Pyramid – Cattle Guard
13. Range Land: Grey Van – Rebel Cause
14. Rebel Cause

OTHER ROAD WORK:

1. Wilcox Ranch: Goodher – Mid, Clean ditches and escapes
2. Mid Rd: Drainage ditch
3. Right Hand Cyn: New base area watered road to reset fines
4. Range Land: Pyramid – Grey Van, Patch 6 Tons cold mix. Also blade patch 9 tons of asphalt, Pull shoulders deepen ditches, 4800 Range Land at 36" culvert Recut and Deepen ditch in North field
5. Axe Handle: Bacon Rind – 5205 Axe Handle, Ditches had washed away shoulders undermining and narrowing roadway. Using the dozer and 770 grader cut banks back filling in ditch to reestablish shoulders and ditch in prep for edge paving. Also from Pyramid – Bacon Rind, Shoulder and ditch work in prep for edge paving, Also install owner culvert near 5605 to protect new edge paving and roadway
6. Cleaned culverts at various locations on Axe Handle, Amy, Crazy Horse; Winterize Vactor

OTHER:

1. Road survey
2. Town for parts
3. Belly dump, Haul class E to yard for stock

EQUIPMENT:

1. 03 Backhoe: Left clamshell hydraulic cylinder leaking, Battery bad. Had Case (Sonsray) come out to repair; Also had new steer tires installed
2. 84 Int'l tractor: Had Les Schwab come out and remove new tires and swapped them out with the old 05 Intl water truck tires
3. 01 F450: Had 2 front tires replaced
4. 02 Peterbilt Tractor 379: Odometer stopped working, R&R

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, November 19, 2020

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:09 p.m. Thursday, November 19, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis (by phone), Don Otto (by phone), and Jim Currivan. Trustees Larry Johnson and Marty Breitmeyer were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board, and Louie Test, Legal Counsel.

2. **Public Comment:**

Trustee Dennis asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes – October 15, 2020:**

In response to Pam Roberts' question, Cathy Glatthar clarified that Dust Busters was the name of the company that sells the mag-chloride product called DustGard.

Trustee Currivan made a motion to approve the minutes as written. Trustee Otto seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$526,409.44. She stated the income for the month was Ad Valorem/Property Tax \$57,293.25, Consolidated Tax (CTX) \$38,947.03, LGTA (Fair Share) \$7,503.29, and Other Income - FEMA Reimbursement \$14,258.01. She mentioned this was the final reimbursement from FEMA. She stated to-date we have received \$113,431.00 from FEMA [for the 2017 flood event]. She said the 12.5% from the State amounts to \$18,905, which is a little bit less than expected because we did not know the actual amount from FEMA until this last payment came in. Cathy said she has to file the application with the State by January 6, 2021.

Cathy reviewed some of the payment of bills, as follows: (1) Equipment Blades Inc. - for six blades in the amount of \$2,416.70; (2) Les Schwab - \$1,725.48; (3) Dynamic Diesel - \$3,804.58 for work done on the Ford F-450 truck which included replacement of injectors; Nevada State Division of Water Resources - check in the amount of \$240 is being held until Trustee Johnson drafts a 5-year plan for water usage, and if approved, we will pay for five years of extensions for two water rights permits.

Shawn Kelly stated the check for the grader blades needed to be held until the blades were delivered to the yard. He said he would let Vickie DiMambro know when the check could be mailed. In answer to Trustee Otto's question, Shawn explained each blade is seven feet long and two blades are used; therefore, a set of blades costs about \$800.

Shawn explained the work done on the Ford F-450 truck was for two injectors, transmission service, oil change, and they replaced a warped exhaust manifold and the down tubes for the turbo.

Cathy explained the Public Agency Compensation Trust was the quarterly workers' comp payment.

Trustee Currivan made a motion to approve the transaction report and pay the bills for November. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Trustee Dennis addressed the SNC [Sierra Nevada Construction] invoice for the pavement edge reinforcement project on Axe Handle Road, which was received after the transaction report had been finalized, and asked if there was a substantial increase in the invoice amount?

Cathy Glatthar said her understanding was that Mr. Faust with SNC misunderstood and thought there was \$50,000 to spend on this project, but the amount approved was \$30,000. She explained that Mr. Faust told Shawn he had 475 tons of material to work with; a lot of work was done on Axe Handle and some on Bacon Rind [north] and nothing was wasted.

Shawn explained mid-way up Axe Handle where the road is shaded and gets icy, a substantial amount of the roadway edge was gone, so material was needed to restore that edge. He said the road itself needed patching (about four tenths of a mile), and also some patching was done on the other side of upper Axe Handle. He said Axe Handle Road is pretty solid.

In answer to Trustee Dennis' question, Shawn said Trustee Dennis was correct, that with the edges being restored and reinforced and the patching that was done, we have a maintainable road. Shawn added that on Bacon Rind north we were losing some of the chip seal that was done some years ago, so patch work was done on that section of road. He said SNC also covered the culvert that was installed under Axe Handle.

Trustee Currivan said the job really looks good and even though the job was overspent, it was well worth it and we'll get through the winter in good shape.

In answer to Trustee Dennis' question, Cathy stated the invoice was \$28,443.65 higher than expected. Shawn stated three and a half linear miles of edge paving was done.

Trustee Dennis said the overage was mostly in the material put down, and if we didn't maintain that road, it would have been in an unrepairable state.

In answer to Trustee Dennis' question, Shawn stated the work was completed in a satisfactory way and we got our money's worth. He said he thought the road would last many more years.

Trustee Currivan made a motion to approve a change order of \$28,500 and approve the payment of \$58,443.65 to SNC. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Trustee Dennis asked if there was any public comment on this matter? Hearing none, he moved onto the next agenda item.

- b. Estimated Operating Funds Report:** Cathy Glatthar reviewed the report (see attached) and stated the estimated operating funds through August 31, 2021 was \$1,023,254. She reviewed the estimated expenses and reserves for that time period, which included \$50,000 of the SNC invoice. She stated the estimated net operating funds for road improvements through the end of August, 2021 was \$495,000.

Pam Roberts said she thought it was a bit optimistic to have a budget that's the same or a little higher on the estimated funds coming in when the State, the County, the City governments are asking various departments to cut their budgets because they are anticipating a significant downturn in monies collected. She said she was a little concerned that ... you can always have estimated, but she wondered as the Board proceeded through to this next year, that they should have a more fiscally conservative approach to projects they might want to do in light of the economy taking a huge hit as a result of the pandemic, so the actual revenues the GID might collect is going to be actually less than in recent history.

Trustee Dennis said that was a very good point and we should agendaize that for the next meeting, and give some thought to how we should deal with future estimates of income to the GID.

Trustee Otto said if we don't spend too fast in the first four months of 2021, we can be abreast of the pandemic and its effect on our revenue.

- c. Acceptance of Annual Audit:** Cathy Glatthar reported the audit (attached as a separate file) was considered a "clean" audit. She read the following statements from the auditor:

1. "The District conformed to all significant statutory constraints on its financial administration during the year."
2. "No material weaknesses or significant deficiencies reported."

Trustee Currivan made a motion to accept the annual audit. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

- d. Proposal to increase Operations Manager's credit card limit from \$10,000 to \$15,000 and correspondingly reduce the President's credit card limit from \$40,000 to \$35,000:**

Trustee Dennis asked Shawn Kelly to expound on this matter.

Shawn explained that there were a few items that came up at a recent auction and his credit card limit of \$10,000 was not sufficient to purchase those two items, therefore he was asking for the limits to be adjusted.

Trustee Dennis clarified these credit cards are used for GID operational and capital expenses.

Trustee Currivan made a motion to increase the Operations Manager's credit card limit by \$5,000 to \$15,000 and reduce the President's credit card limit from \$40,000 to \$35,000. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

5. Road Maintenance Reports:

- a. **Road Reports - Including Discussion About Speeding:** Trustee Dennis asked if there were any public comments regarding maintenance reports?

Pam Roberts stated she noticed that a portion of Broken Spur was graded from Whiskey Springs to Tumbleweed. She said she didn't understand why the entire dirt portion of Broken Spur wasn't done. She said this has happened a couple of times. She added that a number of people who live on the paved section of Broken Spur drive the dirt section to get to their mailboxes, or go to the shooting range to attend meetings like this one, and other reasons. She said the entire dirt portion should be treated with the same level of priority.

Trustee Dennis said he didn't disagree on that, but one of the things we needed to think about was what other critical items the GID needed to maintain. He said there are always many needs that need to be taken care of.

Shawn Kelly explained that most of the time the portion of Broken Spur from Tumbleweed to Whiskey Springs gets used by everybody and gets really washboarded out. He said whereas, the rest of the road, 90% of it, isn't bad. He said when they are heading back to the yard after grading elsewhere, it takes only about half an hour to do that first section of Broken Spur, so that is what they generally do. He said the section of Broken Spur beyond Tumbleweed holds up pretty well. He said there is a new resident in one of the cul-de-sacs that drives like a mad man, and he is probably tearing up that section a bit more. He said there are also more residents moving in there and they will look at that as time goes on.

Ms. Roberts said the past month's minutes had a statement that all the maintenance requests were caught up and that made her think that she needed to make a maintenance request every month to have that section of Broken Spur graded. She stated she drove the dirt section coming to this meeting tonight and that section between Tumbleweed and the pavement, was extremely washboarded and there were some potholes.

Ms. Roberts said it was her understanding that the GID doesn't have even one functioning water truck, and if that's true then she was really concerned about that in terms of where the priority is for that water truck since most of our roads are dirt and if we were to have a functioning water truck it could have been used during those months of September and October in which we had absolutely no rain.

Shawn stated we have two functioning water trucks and we utilize them when we grade roads; we don't water roads for dust control.

Trustee Dennis said we have discussed the cost of water trucks and other equipment, which are expensive as of late because of the increase in total demand for equipment. He said we have been looking into getting a better water truck.

Shawn said he is looking for a better water truck that will be utilized and last longer on our dirt roads than the water truck we have now that seems to fall apart a lot, but we get it repaired, and it still works.

Trustee Otto questioned a statement Shawn made a while back, where Shawn said the cost of a new water truck was about the same as he could sell the old truck for?

Shawn explained what he has been stating is that he can get an older truck that is built for our roads, that will last longer, and since it's older, he could get it for around that price. He said he would take the current water truck, which has low hours, to a detailer who will make the truck look like it just came off the showroom floor, so he'd be able to get a good price for it.

b. Road Improvement Projects:

Trustee Dennis explained we have discussed winter road preparation projects, and already have some of those projects underway. He said the new road improvements for next spring, with the new Board coming on, would be something we want to agendaize and go over some ideas and some history on what we have been doing.

In answer to Trustee Dennis' question, Cathy Glatthar confirmed that this item will remain on the agenda.

Shawn Kelly referred to a handout about the mag-chloride based product "DustGard" (see attached) and asked if anyone had any questions?

Trustee Otto asked didn't we use mag-chloride before and it turned out to be negative in the respect that when it gets wet, it's real slippery, and also, when it dries, it's bullet proof and you can't grade it?

Trustee Currihan responded and said he believed Trustee Johnson had explained that was when mag-chloride was applied to clay.

Trustee Otto asked if that was the same answer for the hardness, that prevents you from grading it when it's dry?

Shawn explained after a period of time; it's like it doesn't do a lot of good to put the product on in the winter because once the rains come, the product does eventually leach out. He said once you apply the product as directed, in the summertime, we will have way less dusting as long as we take care of the roads. He said the plan is to have the 21,000 gallon tank in the [Wayside] yard, and after a road is prepped, they would spray the product on the road, and the road would become a very hard surface; there would be no dusting. He explained if it potholes, they would have to scarify the surface in order to repair the road. He said this is what is done at the gravel pits and on the mine roads, and it's done every year.

In answer to Trustee Otto's question, Shawn explained Dust Buster's recommends two passes of DustGard and that would cost \$5,000 a mile, but we may be good with just one pass. He said it will be an experiment. He said the fewer roads we have dusting during a dry summer, the better.

Trustee Otto opined that a test section this spring or when the conditions are right, is the way he would do it, and asked if anyone had something else to add that would change his mind, he said he was open to it.

Pam Roberts said under road improvement projects, the agenda item is very general, and the mag-chloride issue is kind of controversial. She said she wasn't sure where she stands on mag-chloride. She said some people have said the mag-chloride gets built up into wheel wells and causes a lot of problems and she did not know if that was true. She said she remembered taking a mine road up near Midas, and couldn't believe how good that road was, and she believed it was a road treated with mag-chloride. She said \$15,000 is a lot of money to experiment with. She

asked if [Dust Buster's] is the only provider of this product, and have you done any requests for bids or got other quotes? She said she thought it would be a good idea to check out other suppliers.

c. Operations Manager's Report:

Trustee Otto stated the grader hours on the Operations Report (see attached) total up to 71 hours and he did not think that was adequate. He said he's brought this up month-after-month and he'd bring it up again, and said he was not happy with that many hours. He said the hours should be at least twice that many, maybe three times that many hours, and it isn't happening and our roads look like it, too. He said he suspects the guys are busy off doing other stuff, and then the grader hours suffer on account of it. He said Wilcox Ranch Road is horrible and should have been done a month ago in his mind. He said now Shawn is consumed with laying down this base and we don't even have the roads that the base is going to go on prepped out, that he could see, like Bacon Rind north and south.

Trustee Otto said the places where the edging was placed on Bacon Rind that SNC did, didn't even get laid back before that edging was put on and it should have been; on those shoulders and the edges of the road, the dirt just rises up a foot to two feet higher than the road and there's no ditch there.

Trustee Otto said, anyway, we're not even getting that done and now we're laying base down and the way it sounded last month, that once Shawn got those trucks rolling, Shawn wanted to keep them going for days and Shawn wanted to get that whole project ... all this base down at one time so Shawn didn't have to lose the trucks again and not be able to get them. He said as he expounded on last month, we needed to get roads prepped before Shawn did that, and he said he got a lot of resistance on that; that was his impression. He said and now here we go and we're in the position that he suggested was going to happen; Shawn doesn't have enough time to get all this [work] done, and look at Wilcox Ranch Road, that's a good example of it; it's horrible.

Trustee Otto said this morning he texted Shawn, but he said he guessed that Shawn doesn't get texts. He said he texted Trustee Johnson and a few other people about offering his day today, because he was off from work in town, to run a grader and do as much as he could to improve Wilcox Ranch Road; one of the highest travelled roads out here. He said he got no response and no back up on this to do it.

Trustee Otto then stated there was a road grader that came up Quaking Aspen Road about two or three weeks back. He said he didn't know what it was trying to accomplish up there, but it did hardly nothing, and wasted whatever amount of time that the grader operator spent going up there and going back down again; barely touching the surface at all. He said he did not find that acceptable as efficient usage of the little time the crew does have to grade roads. He said whoever came up there ... unless Shawn had some dandy reason to have that person do what little they did when they went up there. He said that was unacceptable, and if it was Chuck, then Shawn needs to train him, and get that guy on board; it's high time. He said Shawn has had Chuck in the seat of that machine now, off and on, for a year at least and Shawn asked for a raise for Chuck which the Board gave him because Shawn said Chuck was coming along really good on that grader and Trustee Otto said he was not seeing that. He said he wished Chuck was coming along a lot faster. He said he was not happy with the amount of grading we're getting.

Shawn responded that what he thought was going on on Quaking Aspen was the same as what was going on in the District, where they were opening up all the escapes and cleaning up ditch work to get that ready, as Trustee Otto talked about at the last meeting. He said pretty much every ditch and escape, maybe missing one or two, should have been touched or done in the last month.

Trustee Otto said he didn't see hardly any that were done; none of them were done up here on this road, on Quaking Aspen. He said there were a couple of places the grader did four inches to a six-inch deep little, tiny ditch for sometimes 100 feet; that's not an improvement. He said he didn't know if Shawn was checking on what Chuck was doing; that's assuming it was Chuck.

Shawn said it was Chuck, but he had not been up there to see the work Chuck did.

Trustee Otto said Shawn needed to watch what Chuck was doing and that Shawn needed to train Chuck.

Shawn said to be honest with Trustee Otto, he has been training Chuck on a lot of the other roads; Chuck's been doing a lot of the grading. He said next week is a short week, so he is stopping the trucks hauling base, and Wilcox Ranch Road will be graded starting on Monday. He added they have been doing Wilcox Ranch Road, but unfortunately because of the excessive dryness, everybody has been driving extremely fast and there are not enough fines on the road and it comes apart.

Trustee Dennis said Trustee Otto has stated that the roads unravel because it's dry, and all the gravel goes out to the edge and we were not bringing it back, but we could not bring it back because we needed more fines. He said a lot needs to be done to make all of this work, and if we were going to make everything perfect, we'd have a million dollars or more a year to spend and we'd be doing just fine, but we don't have that. He said let's be careful in terms of how critical we get. He said he thought Trustee Otto's comments were very well taken that if they are not doing the cleanouts right for the winterization, those are things Shawn needs to look at, and we'll have Shawn go look at it.

Trustee Otto said if that's the way you guys want to handle this; it's two against one, so that's all he could say.

Trustee Dennis asked Trustee Otto how else would you handle it?

Trustee Otto said as far as roads with raveled-out edges, sure, rock ravel out there, and that's why he didn't want Shawn to put the base out to edge in the first place, so we can bring it back in when we want to. He said there's still some base with fines in it on Wilcox that could be mixed with the rock along the edge. He said there are a lot of potholes in that road that are deep, and we're already getting a little bit of moisture here and if we get more and all of those potholes, some of which are in the center where there should be a crown, and it's just going to hold water. He said we need to get something in there or we're going to bring up a whole bunch of native, clay from underneath and there won't be any useful base.

Shawn said he was going to bring in a couple of trucks with the existing material.

Trustee Dennis said he appreciated everyone's comments about what needed to be done. He said when we discuss road improvement projects next month, we'll talk about where we should spend more money and the time allotted; do we hire more people?, do we sub-out some of the work?; what are we going to do and how are we

going to deal with getting the biggest amount of value out of our dollar? He agreed that everybody wants us to get the most value for our dollar, but sometimes it's hard to do because we can't keep up with it and we need to discuss how we deal with that.

Trustee Otto said the comments Trustee Dennis is making are made every month and nothing ever gets done about it.

Trustee Currivan said there needs to be some consideration ... we keep talking about the grader hours, but look at all the other things that are getting done; no one is just sitting down doing nothing. He said it's easy to come behind and say "you missed this or this needs to be done;" it can't all be done.

Trustee Otto interjected and said he didn't ever say everything had to be done. He also addressed Trustee Dennis and said he didn't say that everything had to be perfect out here, either. He said he is saying we have the roads that are the most travelled out here and they are still washboarded. He explained he drove a lot of these roads today, and Wilcox Ranch is horrible.

Trustee Dennis said that's the fourth time Trustee Otto has made that statement tonight.

Trustee Otto asked then why doesn't something ever happen with some of this stuff that he brings up, like prepping the roads before the base goes down. He said he harped on that last month and nothing happened, did it?

Shawn asked Trustee Otto which road wasn't prepped before the base went down?

Trustee Otto replied Bacon Rind.

Shawn said Bacon Rind first of all that road was already chip-sealed and we just topped it.

Trustee Dennis interjected and said Trustee Otto made good points, and they need to be looked at, but we can't look at everything all at once and make a decent judgment decision on all the topics Trustee Otto talked about just now.

Trustee Otto said that's our function; that's what we have a Board for, to deal with these kinds of issues. He stated it all just seems to get brushed off till next month.

Shawn asked Trustee Otto when does all this have to be done by; are we under a time constraint right now?

Trustee Otto said this all should have been done this fall before we ever started basing roads.

Shawn asked Trustee Otto which roads that have been based haven't been prepped.

Trustee Otto said so far, he didn't think any hadn't been prepped before they were based.

Shawn asked then what's the problem?

Trustee Otto said Shawn told him that he was going to keep the trucks running, so he assumed Shawn wasn't going to shut them down to prep roads.

Shawn reiterated what he said last month, that he wasn't going to run the trucks all the time; it is winter and he will get the trucks.

Trustee Dennis stated there is some consideration people need to give each other with regards to when things will get done and how we're going to operate; this hasn't gone away since he has been on the GID. He said we're not going to solve this in tonight's meeting.

Trustee Otto said he brought up cleaning out water escapes in August and it's not done.

Trustee Currivan interjected and said that was answered already, but maybe not to Trustee Otto's satisfaction. He stated that Trustee Otto was the epitome of a micro-manager.

Trustee Otto replied that Trustee Currivan was the epitome of a person that's on this Board that doesn't try to get these things done that we're here to do; our main goal is to make these roads smooth and keep them as smooth as we can.

Trustee Dennis said Trustee Otto goes around pinpointing every fault that happens out here on the roadways, regardless of whether it's good or bad, and keeps pinpointing on the bad so people get the impression that nothing is being done when that's a real untruth. He said he did not agree with Trustee Otto on the methodology with regards to how Trustee Otto discusses things in a negative fashion.

Trustee Otto said he's heard that before, but he wanted to see action.

6. **Old Business:** None

7. **New Business:** None

8. **Judicial/Government Affairs:** Louie Test stated with new members coming on the Board, he's going to look into dovetailing with the County Commissioners' orientation and getting our new, and old, members to participate in ethics and open meeting law training. He said he had a call into the DA's office to find out if they will be conducting an orientation.

Trustee Dennis thanked Mr. Test and stated that was a great idea.

9. **Calendar Review:** Cathy Glatthar reviewed the upcoming items:

- Our next meeting is scheduled for December 17, 2020.
- She asked if any of the Board members wanted to be on the Debt Management Commission (DMC)? She explained that in the past, the PVGID has not participated because we had no debt, and we currently have no debt. No Board member expressed interest in serving on the DMC.
- She stated she would be mailing copies of the audit to the Department of Taxation and the Washoe County Clerk to be made available for public review.
- She stated she had a handout of the 2021 calendar of meeting dates (attached).

10. **Correspondence:** None

11. **Public Comment:**

Trustee Dennis asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

12. **Board Member and Staff Items:** None

13. **Adjournment:** Trustee Currivan made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 7:20 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of November 19, 2020

Total of all Bank Accounts:	Balance as of November 19, 2020 - Almost CD #5010	508,317.77
	Balance as of November 19, 2020 - A/P / General Ckg #4179	691.67
	Balance as of November 19, 2020 - Payroll #4430	17,000.00
	Balance as of November 19, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	<u>526,409.44</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of October 15, 2020	425,520.87
Income for the Month		
Ad Valorem/Property Tax	57,293.25	
Consolidated Tax (CTX)	38,947.03	
LGTA/Fair Share	7,503.29	
Other Income - FEMA Reimb	14,258.01	
TOTAL	<u>118,001.58</u>	
Interest Income	3.85	118,005.43
Transfer to Wells Fargo #4179	(9,000.00)	
Transfer to Wells Fargo #4430	(26,208.53)	(35,208.53)
	Balance as of November 19, 2020	<u>508,317.77</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of October 15, 2020	691.67
Transfer from Wells Fargo #5010	9,000.00	
Interest Income	0.04	9,000.04

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9844	1,744.01	Secretarial Services \$944.28, Accounting/Audit \$560.00, Office Supplies \$239.73	
Eide Bailly LLP	9845	1,828.00	Fiscal Year 2020 Audit Final Billing	
Equipment Blades Inc.	9846	2,416.70	Grader Blades 6 @ \$359.45 + Shipping	
Flyers Energy	9847	1,562.65	Fuel	
Granite Construction	9848	153.00	Asphalt Cold Mix to Patch Ironwood 1.25 Tons & Whiskey Springs .25 Tons @ \$102.00/Ton	
Hoffman & Test	9849	400.00	9/2020 Monthly retainer	
Pyramid Business Services	9850	926.25	Monthly Bookkeeping, Payroll	
Sonsray Machinery	9851	110.50	Hoses for 580SM Backhoe	
TOTAL		<u>9,141.11</u>		(9,141.11)
			Balance as of November 19, 2020	<u>550.60</u>

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of November 19, 2020

<u>Wells Fargo - Payroll #4430</u>			Balance as of October 15, 2020	17,000.00
Transfer from Wells Fargo #5010		26,208.53		
Interest		0.12		26,208.65
Net Payroll		10,191.32	Net Payroll	
LJ's BECC 11/3/2020 Stmt				
Sani-Hut	LJ's CC	129.87	Monthly restroom bill	
Prominence	LJ's CC	3,056.32	Health Insurance	
Martin Marietta Materials	LJ's CC	122.40	Structural Fill - Class E for yard stockpile 24.48 Tons @ \$5.00/Ton	
Les Schwab	LJ's CC	1,725.48	Tire swap from 94 Intl Water truck to 05 Intl Water Truck \$432.00, 2 new steer tires on Case Backhoe \$336.38, 2 new tires for 01 Ford F450 \$957.10	
Western Nevada Supply	LJ's CC	738.40	12"X20' Culverts - Axe Handle and Bacon Rind	
SK's BECC 11/3/2020 Stmt				
Dynamic Diesel, Inc.	SK's CC	3,804.58	2001 Ford F-450 Replace Injectors #3 & #8	
Waste Management	SK's CC	30.40	Utilities - Waste Removal	
SK's BECC 12/3/2020 Stmt				
Verizon	SK's CC	33.58	Monthly cell phone bill	
Alhambra & Sierra Springs	SK's CC	12.25	Monthly Office Water	
Napa Auto Parts	SK's CC	96.32	Shop supplies - disposable gloves	
Superior Hydraulic	SK's CC	55.27	Parts for 97 Vactor \$51.05, charged \$4.22 Sales Tax	
Superior Hydraulic	SK's CC	(4.22)	Sales Tax Refund	
Nevada State Division of Water Resources	5939	240.00	Application for Extension of Time for 2 Water Rights Permits	
NV Energy	5940	96.67	Monthly Electric Bill	
PERS	5938	3,572.50	PERS Monthly Payment	
Public Agency Compensation Trust		1,191.75	Qtr 1 FY 20-21 WC \$1397.00 with credit from Qtr 4 FY 19-20 (\$205.25)	
Employment Security Department		262.76	Nevada Unemployment	
Federal 941 Payment	EFTPS	853.00	Payroll Taxes	
		<u><u>\$26,208.65</u></u>		<u><u>(\$26,208.65)</u></u>
			Balance as of November 19, 2020	17,000.00

<u>Wells Fargo - Petty Cash</u>			Balance as of October 15, 2020	400.00
Transfer from Wells Fargo #4430				0.00
		<u>AMOUNT</u>	<u>DESCRIPTION</u>	
		<u><u>0.00</u></u>		0.00
			Balance as of November 19, 2020	400.00

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 11/16/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 11/19/2020 Meeting - Agenda Item 4. b.

Total Cash in all Bank Accounts as of November 19, 2020	526,409			
Additional Revenue Expected Through August 31, 2021	496,844			
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2021				1,023,254
LESS Average Monthly Expenses (\$30,000) x 9 Months	-270,000			
LESS: Capital Outlay (\$14,108 + \$75,000);				
Unexpected Repairs (\$5,000/mo x 9 months);				
Insurance (\$9,000 Jun or Jul); SNC Edge Paving (\$50,000);				
Workers' Comp \$1,397 (Feb, May) & \$2,000 (Aug)	-197,902			
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000			
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2021				-527,902
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2021				495,352
Additional Revenue Expected Through August 31, 2021:				
From 2020/2021	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
301,627	300,000	Ad Valorem	Dec '20 thru Aug '21	130,859
502,198	450,000	CTX	37,500 x 9	337,500
38,000	38,000	LGTA	3,165 x 9	28,485
841,825	788,000			496,844
MONTHLY EXPENSES:				
	Average	Actual	Difference	
Payroll	17,000	19,128	-2,128	
Other (non Road Maint)	13,000	15,208	-2,208	
	30,000	34,336	-4,336	
			A/P Acct Exps	9,141
			P/R Acct Exps	26,209
Road Maintenance		1,014	Petty Cash Exps	0
TOTAL EXPENSES		35,350		35,350

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 11/19/2020 Actual Revenue is Greater Than Estimated By:

\$10,823.87

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20 (35%)	105,000.00	111,847.45	6,847.45	6,847.45
at 10/15/20	0.00	0.00	0.00	6,847.45
at 11/19/20 (21%)	63,000.00	57,293.25	-5,706.75	1,140.70
December	0.00			
January	0.00			
February (21%)	63,000.00			
March	0.00			
April (21%)	63,000.00			
May	0.00			
June	0.00			
July (2%)	6,000.00			
August	0.00			
	300,000.00	169,140.70	-130,859.30	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	37,500.00	42,976.54	5,476.54	5,476.54
at 10/15/20	37,500.00	38,746.57	1,246.57	6,723.11
at 11/19/20	37,500.00	38,947.03	1,447.03	8,170.14
December	37,500.00			
January	37,500.00			
February	37,500.00			
March	37,500.00			
April	37,500.00			
May	37,500.00			
June	37,500.00			
July	37,500.00			
August	37,500.00			
	450,000.00	120,670.14	-329,329.86	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	3,165.00	2,861.68	-303.32	-303.32
at 10/15/20	3,165.00	643.06	-2,521.94	-2,825.26
at 11/19/20	3,165.00	7,503.29	4,338.29	1,513.03
December	3,185.00			
January	3,165.00			
February	3,165.00			
March	3,165.00			
April	3,165.00			
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	11,008.03	-26,991.97	

DUSTGARD - MAG-CHLORIDE INFORMATION

ATTACHMENT - 11/19/2020 Meeting - Agenda Item 5.b.

November 11, 2020

Email from: Nathan Prete, Dust Busters, Inc.

Re: Delivery of MgCl₂ for Palomino Valley GID

The product we supply is 30% magnesium chloride called DustGard. It is produced in Ogden, UT. The typical application for DustGard is 0.5 gallons per square yard. We recommend doing this in two passes. When we deliver product, we usually have a weight ticket that indicates the tonnage. 30% magnesium chloride weighs about 10.8 pounds per gallon or in other words ~ 185 gallons/ton.

The easiest way to calculate your needs is to measure the length of the road and then determine the average width. On most county roads (22' average width), we can treat 1 mile of roadway with 1 truckload (~6,600 gallons or 36 tons). If the roadway has a lot of corners or is slightly wider, the need for gallons increases. If the roadway lacks plasticity, it is sometimes necessary to supplement the existing gravel.

DustGard works best when it is applied to a road that has been bladed, watered, and rolled tight. We recommend a crown of 3-5%. Once the road is prepped, the DustGard can be applied.

We can supply the improvement district with a mobile storage tank that can hold 21,000 gallons, or approximately enough to treat 3 miles. The cost to deliver the tank is \$1,500. We don't charge a rental fee on the tank provided you continue to order product. Once on site, we can fill the tank with 3 tanker loads for approximately \$15,750. This is a very convenient way to manage the roads as you can use the product when you need it and use product on hand to touch up areas that might need a little work in the future. If you would like us to apply the product, we can do so for \$10.50 per ton as long as we can do it when we deliver.

There is also a lot of good information here: <https://dustgard.com/content/gravel-roads-academy>

PVGID OPERATIONS REPORT

Report Period 10/12/2020 to 11/15/2020

ATTACHMENT: 11/19/2020 Meeting Agenda Item 5.c.

Note: Crew off on Thursday, October 29, 2020 for Observance of Nevada Day and Thursday, November 12, 2020 for Observance of Veteran's Day

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 51 hours; 670 Grader = 20 hours]

1. Grass Valley W
2. Amy: Whiskey Springs – James Ranch
3. Pasture View: Whiskey Springs – Sharrock
4. Broken Spur: Whiskey Springs – Tumbleweed
5. Wilcox Hill: Goodher – Mid
6. Prairie: Winnemucca Ranch – Jackrabbit
7. Amy: Whiskey Springs – James Ranch, Prep for base

OTHER ROAD WORK:

1. Ironwood: Patch miscellaneous holes with 1.25 tons cold mix
2. Whiskey Springs: Patch miscellaneous holes with .25 tons cold mix
3. Axe Handle: Remove old, crushed culvert near 5605, Install new
4. Shoulders and escapes, East and West sides of valley
5. Pasture View N: Clean (2) 24" x 20' culverts with Vactor
6. Ironwood pit: Clean out (2) 12" x 20' culverts
7. Wild Horse: Clean 12" x 40' culvert near 4300
8. Axe Handle Rd: 2.75 Miles of edge paving and fill in/spot patching
9. Bacon Rind N: 0.75 Mile edge paving. We were .25 mile short of completing road edge
10. Wild Horse: Install 12" x 67' culvert near 4680, Install 12" x 35' culvert near 4600, Install 12" x 33' culvert at Wild Horse and Silver Horse, Also installed delineators
11. Whiskey Springs: Install new and repair traffic warning signs that were run over near 5800 at the big culverts

OTHER:

1. Road survey
2. Town for parts
3. Miscellaneous yard work

EQUIPMENT:

1. 01 F450: Engine had a miss, took to shop to get repaired, service transmission, and oil change
2. 97 Vactor: Hand wand hose reel broke off while driving, reel no good, repurposed old oil reel from shop, installed on truck; Relocated exhaust stack; Lubed chassis
3. 05 Backhoe: Swing cylinder hydraulic hose bad R&R; Lubed all
4. 03 770 Grader: Replaced cutting edges

Dalomino Valley General Improvement District

9732 Pyramid Hwy #407, Sparks, NV 89441

2021 CALENDAR OF MEETING DATES

Meetings start at 6:00 p.m. except for June which starts with a closed session at 5:00 p.m.
All meetings are held at the Washoe County Regional Shooting Facility

2021		2021	
<p>JANUARY 2021</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p>	<p>FEBRUARY 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28</p>	<p>JULY 2021</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>	<p>AUGUST 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p>
<p>MARCH 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	<p>APRIL 2021</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p>	<p>SEPTEMBER 2021</p> <p>S M T W T F S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30</p>	<p>OCTOBER 2021</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p>
<p>MAY 2021</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>	<p>JUNE 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p>	<p>NOVEMBER 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30</p>	<p>DECEMBER 2021</p> <p>S M T W T F S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>

REGULAR MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
9732 Pyramid Hwy #407, Sparks, NV 89441

Thursday, December 17, 2020

MINUTES

Trustee Larry Johnson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:03 p.m. Thursday, December 17, 2020 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Larry Johnson, Jim Currivan, and Don Otto (by phone). Trustees Greg Dennis and Marty Breitmeyer were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board, and Louie Test, Legal Counsel (by phone).

2. **Public Comment:**

Trustee Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes – November 19, 2020:**

Trustee Johnson made the following statement:

“I think Trustee Otto’s comments give the false impression that the road subgrades are not being properly prepared prior to placement of aggregate base. This is absolutely false and Trustee Otto is well aware of this since he, for example, drives Amy Road daily. This road, as well as every road that has received aggregate base to date, has been properly watered, graded, and compacted. Trustee Otto’s comments are therefore false.

Next, I think Trustee Otto’s comments regarding the District’s employees crossed the line into character and competency, that belong in a closed, personnel session, not in a public forum. And, I personally think there’s a personal vendetta involved.”

Larry Chesney, in the audience, stated that President Johnson stole his thunder and took the words, almost verbatim, out of his mouth. He said he drove those roads the morning after the last meeting, and found very, very few issues that Trustee Otto raised to be accurate. He said as for the discussion of personnel issues, he thought they should be discussed in an agendized, closed meeting. He said it was actually a violation of the NRS (Nevada Revised Statutes) to discuss personnel issues in an open meeting.

Trustee Currivan made a motion to approve the minutes as written. Trustee Otto seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:** Cathy Glatthar reviewed the transaction report (see attached). She stated the total cash in all accounts was \$467,451.98. She stated the income for the month was Ad Valorem/Property Tax \$6,500.23 and Consolidated Tax (CTX) \$41,296.50. She explained the LGTA (Fair Share) amount did not come in until this morning so it’s not shown on this report, but that it came in at about \$1,000 more than expected at \$4,100.

Cathy reviewed some of the payments of bills, as follows: (1) Nevada State Division of Water Resources for \$1,200 - for water rights permit extensions for five years. Trustee Johnson added that he wrote a five-year plan for the usage of water from our wells. He explained his plan stated the GID's grading and dust abatement activities required the use of water from these wells, and that usage would essentially be similar numbers for the foreseeable future, well beyond the five years. He said that was enough to allow the State Engineer to give us five-year permit extensions.

Cathy continued reviewing the payment of bills, as follows: (2) Sierra Nevada Construction - for the pavement edge reinforcement project which was approved last month and paid after last month's meeting; (3) Sierra Rental and Transport - for the transportation mainly of the Class E for Amy short, Twin Springs, Wilcox Ranch, Wild Horse, and Right Hand Canyon Roads. She stated Martin Marietta in the amount of \$24,674.58 for 4,844.63 tons of Class E (\$5/ton) and 64.49 tons of base (\$7/ton) will be paid by credit card after this meeting. Trustee Johnson remarked the \$5 per ton was nearly half the cost of what we'd incur if we utilized aggregate base; it's a significant cost savings.

Cathy continued reviewing the payment of bills, as follows: (4) Summit Engineering for the water rights consulting to submit the five-year plan for the permit extensions; (5) as mentioned at the last meeting, the \$240 check to the Nevada State Division of Water Resources to cover one-year extensions for two permits, was voided.

Trustee Currivan made a motion to approve the transaction report and pay the bills for December. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report - Including Discussion of Future Estimates of Income Used on This Report:** Cathy Glatthar stated she wanted to first discuss the future estimates of income used on this report (see attached), that was brought up by Ms. Roberts at the last meeting. Cathy explained there was concern that the State was asking departments to cut back on their budgets because of COVID-19. She referred to the estimated operating funds report, and stated under "Additional Revenue Expected Through August 31, 2021," the projected revenues from the 2020/2021 final budget were 841,825 and the projected revenues she used for the report were 788,000; a difference of 53,825. Cathy explained this was mainly a reduction of the CTX revenue, and she said that was not just because of COVID; that she's been making that reduction of CTX for years. She said the reason she has reduced the CTX figures over the years was because the State's projections have consistently fallen short of the actual. She stated last fiscal year, she used a CTX figure that was \$60,000 less than the State projected. She explained that even with reduced revenues due to COVID-19, the estimated revenue figures she used on last year's report [ending on August 31, 2020] were only off by \$1,700 from actual. She reiterated that for this year's report, she has reduced the projected revenue by almost 54,000, and so far, the actual revenue figures are coming in very well; mainly because our [CTX and LGTA/Fair Share] revenues are mostly sales tax. She explained we do not have a lot of the same revenue streams as the State does, such as gaming, fuel tax ...

Trustee Johnson asked to interject and said he thought the public comments made last month were from an uninformed public. He said it was true that the State and

Washoe County were facing decreased revenues and were laying off employees and curtailing projects. He explained the GID does not have the exact same tax base as the Counties and the State. He said, for example, we don't get gas tax, therefore when people drive less, we don't get impacted. He said when fewer people check into hotels and motels, and don't pay all the room taxes and tourist taxes, we're immune to it. He said our main source of income is our property taxes and sales taxes from CTX and Fair Share. He said those sales taxes have not been impacted by the COVID at all; which has been interesting to see. He said this is something we look at on an annual basis; the budget that Cathy puts together has been on the conservative side. He said yes, we want to be prudent; in fact, last year we postponed a few projects until later in the year. He said he would recommend to the Board to do the same this year, and take a hard look in the springtime; but quite frankly, our budget and income are steady and fairly bomb proof.

Cathy concluded her discussion by referring to the backside of the report, and stated, as of today, our actual revenue is greater than estimated by almost \$18,000.

Cathy then referred back to the front page of the report, and stated the estimated net operating funds for road improvements as of August 31, 2021 was \$477,394.

5. Road Maintenance Reports:

- a. Road Reports:** Trustee Johnson said we've received some moisture and our roads show it. He explained roads that were recently graded have retained their surface better, which was in stark contrast to our dry subgrades that had plagued us all summer and fall. He stated this was the first September and October in recorded history that we received zero precipitation and our roads illustrated that.

Trustee Johnson said before every major holiday we try to smooth out our major collector roads. He explained people are travelling more and guests are coming in and we try to make it convenient for our residents by grading those major roads a few days before or the week of our major holidays, and we will be doing similar coming up.

Trustee Johnson said there was some drainage that needed to be improved in some localized areas, but looking at the long-range forecast, we have the opportunity to get some of that work done. He stated our crew is spread incredibly thin, although, we do want to winterize things. He said there were suggestions of things to be done all the way back in August, but we did not need them done in August; we need them done in times of major storms and a lot of that could be done at the last minute. He said some things might get stuck on the back burner, but that didn't mean they were not going to get it done. He said for example, we got a request to grade a roadside v-ditch and clean the weeds out of it back in the mid-summer, but we were not going to clear weeds out of a ditch in the middle of summer when the weeds were still growing because they were going to grow right back. He said we would take care of all of that, in priority order, as it was necessary, and he thought the crew did a good job of that.

- b. Traffic Counts:** Trustee Johnson stated he put out traffic meters on our major roadways - Ironwood, Whiskey Springs, Range Land, and Axe Handle - in late October/early November. He reported Whiskey Springs edged out Ironwood for having the highest level of traffic with 756 vehicles per day. He said Ironwood was close with 696 vehicles per day; and Axe Handle was about 137 vehicles per day. He said he had not received the results for Range Land, yet. He said he left the

reports at home, but would have them for the next meeting. This item will remain on the agenda for next month. He commented that if we were to build a county-standard road, Ironwood and Whiskey Springs would have a structural section of a minimum of three inches of asphalt concrete underlain by six inches of aggregate base. He stated with our budget, we could only build about a quarter of a mile.

c. Road Improvement Projects:

Trustee Johnson said we have so much to be done with so little funding available. He said there are certain projects we need to plan for within the next couple of years; for example, both Whiskey Springs and Ironwood should have a full-width chip seal placed over the top of them. He explained that would give us a performance life, with no major maintenance, of approximately seven years.

Trustee Johnson opined the edge pavement reinforcement has done wonders as far as stabilizing the edge break back. He explained we still have areas of Cape seal that do not have that edge reinforcement; mainly Whiskey Springs from Amy to Right Hand Canyon. He said that needs to be done and he will put together a cost estimate in February and March and come to the Board with recommendations.

Trustee Johnson said he has personally reached a conclusion that without additional funding sources, we cannot extend our Cape seal program beyond what we have; we have just enough budget to maintain what we have.

Trustee Johnson stated we have a pretty good start this year with the gravel surfacing of a number of roads with the Class E. He said priorities were set with Amy short being top priority because it serves well over one hundred residences. He explained Right Hand Canyon, Wild Horse, and Twin Springs were done because of the rocky, knobby subgrade. He said he would urge the Board to gravel surface several more of those subgrade-type roads every year until we get those major problems alleviated; it will lessen our need for grading and maintenance. He said roads like Crazy Horse and Yellow Tail are intermittent rock piles and deep clay. He said Broken Spur is fine-grain subgrade in the bottom of the valley that gets soft and mushy when it gets wet, and could probably use an aggregate base rather than a Class E. He explained there are solutions for each subgrade type and for each problem. He said his priorities would be problem subgrade areas that have either rocky, deep clay, fine-grained; that tempered with the number of residences served. He said we need to come up with a list and look at our budget and see what we can do.

Trustee Otto opined with Range Land and Wilcox Ranch being high traffic areas, we have a need to put on additional thickness of the Class E to maintain what we have already put on those roads. He said we don't want it to blow away or get pushed into the subgrade so much that it's not effective as base anymore. He said he thought it would be good for us to put more material on those roads before we go to additional roads; get them built up a little bit more first.

Trustee Otto said we did not get any of this Class E on Bacon Rind, yet. He asked if it was still in the works?

Trustee Johnson responded and stated that Martin Marietta is out of the Class E, therefore, Bacon Rind will probably not get done this winter.

Shawn Kelly stated that would give us time to prepare Bacon Rind.

Trustee Johnson explained they purposefully put Bacon Rind off until last; that conscious decision was made several months ago, because of the need to do significant road improvements and subgrade preparation.

In answer to Trustee Otto's question, Shawn explained he had a call into Rick at Martin Marietta and Rick said they are currently prioritizing base [for other customers].

Trustee Johnson said we don't know when production of the Class E will resume.

Shawn stated he did ask what it would take to get Martin Marietta to run a week of production of the Class E, and he hasn't heard back yet.

Trustee Johnson said he wanted to go to Martin Marietta and come up with an arrangement. He said Martin Marietta used a portion of our Class E stockpile to make base for bigger customers than us.

In response to Trustee Otto's question, Trustee Johnson explained the material we did receive was tested for gradations for our review and those test samples showed it was an excellent material. He said it shows in what was put down on the roads.

Trustee Otto agreed and said what was put down on Amy [short], Wild Horse, and Twin Springs all looks great. He said when you had the moisture and the compactor, it sure turned into a hard surface.

Trustee Johnson explained with the addition of moisture that we've had with these last few storms, that rubber-tired vehicles will pump the minus 200, the fines, to the surface and make it appear as if it is finer grained than it is at depth.

Trustee Otto said when we initially put the base down on Wilcox Ranch Road, it was beautiful, too. He said unfortunately, it's not that way now, and he hoped that stretch of Amy with that [special Class E] product will hold up better than Wilcox did over the long run.

Trustee Johnson addressed Trustee Otto and explained in actuality Wilcox has performed pretty well for the amount of traffic that is on it, and considering the dry months that we've had, the fines blew away, and those fines were gone forever. He explained when the fines blow away, we are left with a coarser material that is going to washboard quicker and requires maintenance quicker. He explained that is one of the reasons, in an earlier meeting, that he proposed they build a test section with a mag-chloride to cement all of those fines in place and create a more durable wearing surface.

Larry Chesney stated at the last meeting Shawn brought up the mag-chloride and the public comment kind of got skewed, but he thought it was a good idea to do a test section, and he asked if they decided to get the mag-chloride or not?

Trustee Johnson replied that mag-chloride would not be applied until the drier, warmer months; it's counterproductive to apply it in the winter. He said purchasing mag-chloride has yet to be decided; the new Board should make that decision. He said the pros and cons of using mag-chloride were thoroughly discussed during previous meetings. He said he has hundreds of miles of experience with using mag-chloride that he will share in future meetings.

Mr. Chesney said he remembers mag-chloride being used years ago on Range Land, and they had about three months of dust-free performance. He said some have complained about the mag-chloride tearing up their aluminum horse trailers,

but they drive down the highway after the State and Washoe County puts down the brine; it's the same stuff.

Shawn remarked that getting the moisture we've been getting is tremendous for the roads.

Mr. Chesney added that he drove down Wilcox Ranch Road this morning and it's in better shape than 395.

Trustee Johnson said he repeatedly makes the statement that our road system is in the best condition that it has ever been in the history of the District.

d. Other Potential Funding Sources: Trustee Johnson stated he appointed a committee a couple of years ago to explore this. He said he set up subsequent meetings with Washoe County to explore whether or not we would be eligible for a share of gas tax since we are the public and our roads are open to the public. He said Washoe County said no, and they don't want to share with us; it would probably take litigation to decide it one way or the other. He explained that one of the problems is that we don't own the right-of-ways; these are public access easements and our roads are still private property. He said there's a question over whether we meet the strict interpretation of public roads.

Trustee Johnson said he has asked the Department of Agriculture, the RTC (Regional Transportation Commission), and NDOT (Nevada Department of Transportation) about potential grants. He said as a last resort, he was referred to the Federal Highway Administration (FHA). He said he attended an FHA webinar this week regarding grants that would allow improvements of roads that provide access to public lands. He said the emphasis was on what percentage of the traffic is actually accessing the public land and what was the big draw on this piece of public land - like the Moon Rocks? He explained Range Land immediately came to mind, but we would get "dinged" a little bit because Range Land Road does not actually access BLM (Bureau of Land Management) land; it falls a little bit short.

Mr. Chesney stated the entrance to Moon Rocks was across Winnemucca Ranch Road, probably 300 feet from the end of Range Land Road.

Trustee Johnson said our grant application could propose to improve that 300 feet as well and include Washoe County (owns Winnemucca Ranch Road); we would need endorsements from Washoe County and the BLM. He said there are a couple of roads where the FHA grant would look like a reasonable fit:

- 1) Quaking Aspen is down the road a little bit, but it gets heavily used by hunters and ATVs accessing BLM land on the top of the mountain, but our District boundary falls several miles short of the BLM land. He said it does not disqualify you, but it puts you down in the priority list.
- 2) Grass Valley west would potentially qualify because it accesses the BLM land in the ACEC (Area of Critical Environmental Concern) of the Incandescent Rocks. Although, Grass Valley Road is not heavily used for the purpose of accessing that BLM land.

Trustee Johnson explained he attended the webinar for the State of California, because the State of Nevada will not be open to grant applications until late 2021, with grant funding happening in 2024. He said it is something that he plans to pursue and welcomes anyone else who wants to get involved with it. He said he has

written dozens of successful proposals for major freeway projects across the State and he knows how to get this done. He said he does not know if we would be successful; we would be in competition with the rest of the State. He cited the example of the City of Pahrump that put in a proposal to pave their main street because people drive that road on their way to Death Valley, 75 miles away, and their proposal was declined.

He reiterated that if a grant comes through, he will be termed-out in two years, so somebody else would have to pursue that. He said the FHA is in the business of road building; of contracting for design and construction management and actual construction. He said the grant requires matching funds of 11.5%; projects are given higher priority if that match is increased. He explained the FHA would probably insist on a paved road, and we would have to sign a maintenance agreement.

In response to Trustee Otto's comment, Trustee Johnson explained with Range Land Road being approximately two and a quarter miles in length, that would be about a three-quarter of a million dollar construction project and 11.5% of that would be \$80,000. He said the GID could definitely handle that amount. He said we would have to factor in the FHA's costs for design, inspections, construction management, contract administration, and so forth. He said some of these tasks could be done by us, in house.

He concluded by saying it's a possibility, and as he gets more information, he will distribute it to the new Board.

- e. Operations Manager's Report:** Shawn Kelly said he had nothing else to add. In answer to Trustee Johnson's question, Shawn said the equipment needs work, but we're working on it and it will be okay.

6. Old Business: None

7. New Business: None

8. Judicial/Government Affairs: Louie Test stated he reached out to the District Attorney's office about possibly doing some type of a program for the newly-elected members. He said he sent a link to Cathy Glatthar with some information. He said when the new members are being sworn in they are certifying that they have reviewed the different manuals dealing with the Open Meeting Law and Ethics. He said he encouraged the new members to contact Cathy for that information.

Larry Chesney stated he just had retraining for the Planning Commission and Nate Edwards (Assistant District Attorney) has a web-based presentation on the Open Meeting Law.

Cathy Glatthar said the link Louie sent her was a video done by the Washoe County Manager's Office mainly discussing Washoe County government. She said it did contain a short segment with Nate Edwards discussing the Open Meeting Law. She said for the newly-elected Trustees, the Ethics Commission has an Acknowledgement of Ethical Standards that has to be signed after they review the [Ethics Manual].

In response to Trustee Johnson's request, Cathy said she would send the links to the video, the Ethics Manual and the Open Meeting Law manual to all the Trustees.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Cathy reported she has completed and submitted the POOL/PACT insurance renewal application for the fiscal year 2021/2022.

- She stated the newly-elected Trustees will receive a letter from the Washoe County Clerk's office about the swearing-in ceremony held in early January.

Larry Chesney stated he did receive a letter, but the date and venue were to be determined; probably because of COVID.

Cathy said the newly-elected Trustees have to sign their oath of office before they can serve on the Board, so they must have it done before the January 21, 2021 meeting.

- She reminded all Trustees, outgoing and incoming, their annual filings were due by January 15, 2021. She added that the newly-elected Trustees will need to file their Acknowledgement of Ethical Standards (which is done once a term). She said she would send the links to all the Trustees for the filings they need to do.

In response to Trustee Otto's question, Cathy said to be safe, don't file the annual reports until after January 1st. She said in the past, there were problems when these reports were filed prior to the first of the new year.

- She stated the election of officers would be on the January 21, 2021 agenda.

10. Correspondence:

- Cathy Glatthar reported receiving a letter from the State Department of Taxation about the annual audit noting there were no violations of statute and/or regulations and the Auditor met the statutory provisions required by NRS (Nevada Revised Statutes).

11. Public Comment:

Larry Chesney stated people coming down Axe Handle Road are running the stop sign at Pyramid Highway. He wondered if it would do any good to put up a flashing stop sign?

Shawn Kelly said there already is a flashing stop sign there and people just don't care.

Trustee Johnson asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

12. Board Member and Staff Items:

- Trustee Johnson thanked Jim Currivan for serving on the Board; Jim's honesty and integrity was greatly appreciated. He thanked Jim for his service and said it had been an absolute honor to serve with Jim.

Trustee Currivan said he felt the same way; we had a good Board. He said we got a lot done and he appreciated the experience.

Trustee Otto thanked Jim.

- Cathy Glatthar also thanked Marty Breitmeyer.

Trustee Johnson agreed and stated Marty Breitmeyer's term is over at the end of this year. He wished both Jim and Marty the best.

- #### **13. Adjournment:** Trustee Currivan made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 7:10 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of December 17, 2020

Total of all Bank Accounts:	Balance as of December 17, 2020 - Almost CD #5010	449,278.95
	Balance as of December 17, 2020 - A/P / General Ckg #4179	773.03
	Balance as of December 17, 2020 - Payroll #4430	17,000.00
	Balance as of December 17, 2020 - Petty Cash	400.00
	Total Cash In All Accounts	467,451.98

<u>Wells Fargo - Almost CD #5010</u>		Balance as of November 19, 2020	508,317.77
Income for the Month			
Ad Valorem/Property Tax	6,500.23		
Consolidated Tax (CTX)	41,296.50		
LGTA/Fair Share	0.00		
TOTAL	47,796.73		
Interest Income	3.99		47,800.72
Transfer to Wells Fargo #4179	(92,300.00)		
Transfer to Wells Fargo #4430	(14,539.54)		(106,839.54)
		Balance as of December 17, 2020	449,278.95

<u>Wells Fargo - A/P / General Ckg #4179</u>		Balance as of November 19, 2020	550.60
Transfer from Wells Fargo #5010	92,300.00		
Interest Income	0.09		92,300.09

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9855	1,395.94	Secretarial Services \$749.08, Accounting/Audit \$612.50, Office Supplies \$34.36	
Flyers Energy	9856	1,251.73	Fuel	
Granite Construction	9853	190.74	Asphalt patching material 1.87 tons @ \$102.00/ton	
Hoffman & Test	9857	490.00	10/2020 Monthly retainer \$400.00, Additional work \$90.00	
Napa	9858	41.55	F450 Thermostat, Pull Broom Toggle	
NV Energy	9859	178.55	Monthly Electric Bill	
NV State Division of Water Resources	9854	1,200.00	Water rights permits, 5-year extensions - #76043 and #76938	
Pyramid Business Services	9860	1,117.50	Monthly Bookkeeping, Payroll \$1,105.00, postage \$12.50	
Sierra Nevada Construction	9852	58,443.65	Pavement Edge Reinforcement (Axe Handle & Bacon Rind North)	
Sierra Rental & Transport	9861	27,768.00	Transportation of Class E to Amy Short 631.34 tons, Twin Springs 385.25 tons, Wilcox Ranch Road 181.07 tons, Wild Horse 2,882.51 tons, Right Hand Canyon 729.34 tons, Yard 35.12 tons, and 3/4" Base to Yard 64.49 tons	
TOTAL		92,077.66		(92,077.66)
			Balance as of December 17, 2020	773.03

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of December 17, 2020

<u>Wells Fargo - Payroll #4430</u>			Balance as of November 19, 2020	17,000.00
Transfer from Wells Fargo #5010		14,539.54		
Interest		0.09		14,539.63
Net Payroll		8,166.64	Net Payroll	
LJ's BECC 12/3/2020 Stmt				
Sani-Hut	LJ's CC	129.87	Monthly restroom bill	
Prominence	LJ's CC	3,056.32	Health Insurance	
Wells Fargo Cash Back Rewards	LJ's CC	(490.29)	Cash Back Rewards	
LJ's BECC 1/3/2021 Stmt				
Summit Engineering	LJ's CC	287.50	Water rights consulting 2.5 hours @ \$115.00/hour	
SK's BECC 12/3/2020 Stmt				
Alhambra & Sierra Springs	SK's CC	12.25	Monthly Office Water	
Waste Management	SK's CC	30.40	Utilities - Waste Removal	
SK's BECC 1/3/2021 Stmt				
Verizon	SK's CC	33.58	Monthly cell phone bill	
NV State Division of Water Resources	5939	(240.00)	Voided check - Replaced with A/R #4179 check #9854 (above) for 5-year permit extensions	
PERS	5941	2,858.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS	695.36	Payroll Taxes	
		<u>\$14,539.63</u>		<u>(\$14,539.63)</u>
			Balance as of December 17, 2020	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>			Balance as of November 19, 2020	400.00
Transfer from Wells Fargo #4430				0.00
		<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	TOTAL	<u>0.00</u>		<u>0.00</u>
			Balance as of December 17, 2020	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 12/15/2020

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 12/17/2020 Meeting - Agenda Item 4. b.

Total Cash in all Bank Accounts as of December 17, 2020		467,452		
Additional Revenue Expected Through August 31, 2021		452,844		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2021			920,296	
LESS Average Monthly Expenses (\$30,000) x 8 Months		-240,000		
LESS: Capital Outlay (\$14,108 + \$75,000);				
Unexpected Repairs (\$5,000/mo x 8 months);				
Insurance (\$9,000 Jun or Jul);				
Workers' Comp \$1,397 (Feb, May) & \$2,000 (Aug)		-142,902		
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2021			-442,902	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2021			477,394	
Additional Revenue Expected Through August 31, 2021:				
From 2020/2021	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
301,627	300,000	Ad Valorem	Jan '21 thru Aug '21	124,359
502,198	450,000	CTX	37,500 x 8	300,000
38,000	38,000	LGTA	3,165 x 9	28,485
841,825	788,000			452,844
	-53,825	Difference between Budget and Estimated Operating Funds Report Projected Revenues		
MONTHLY EXPENSES:				
	Average	Actual	Difference	
Payroll	17,000	14,776	2,224	
Other (non Road Maint)	13,000	5,439	7,561	
	30,000	20,215	9,785	
			A/P Acct Exps	92,078
			P/R Acct Exps	14,540
Road Maintenance		86,402	Petty Cash Exps	0
TOTAL EXPENSES		106,617		106,617

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 12/17/2020 Actual Revenue is Greater Than Estimated By:

\$17,935.60

AD VALOREM

Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20 (35%)	105,000.00	111,847.45	6,847.45	6,847.45
at 10/15/20	0.00	0.00	0.00	6,847.45
at 11/19/20 (21%)	63,000.00	57,293.25	-5,706.75	1,140.70
at 12/17/20	0.00	6,500.23	6,500.23	7,640.93
January	0.00			
February (21%)	63,000.00			
March	0.00			
April (21%)	63,000.00			
May	0.00			
June	0.00			
July (2%)	6,000.00			
August	0.00			
	300,000.00	175,640.93	-124,359.07	

CTX

Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	37,500.00	42,976.54	5,476.54	5,476.54
at 10/15/20	37,500.00	38,746.57	1,246.57	6,723.11
at 11/19/20	37,500.00	38,947.03	1,447.03	8,170.14
at 12/17/20	37,500.00	41,296.50	3,796.50	11,966.64
January	37,500.00			
February	37,500.00			
March	37,500.00			
April	37,500.00			
May	37,500.00			
June	37,500.00			
July	37,500.00			
August	37,500.00			
	450,000.00	161,966.64	-288,033.36	

LGTA

Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	3,165.00	2,861.68	-303.32	-303.32
at 10/15/20	3,165.00	643.06	-2,521.94	-2,825.26
at 11/19/20	3,165.00	7,503.29	4,338.29	1,513.03
at 12/17/20	3,185.00	0.00	-3,185.00	-1,671.97
January	3,165.00			
February	3,165.00			
March	3,165.00			
April	3,165.00			
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	11,008.03	-26,991.97	

PVGID OPERATIONS REPORT

Report Period 11/16/2020 to 12/13/2020

ATTACHMENT: 12/17/2020 Meeting Agenda Item 5. e.

Note: Crew off on November 25th and 26th for Thanksgiving and the day after Thanksgiving holidays

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 94 hours; 670 Grader = 27 hours]

1. Amy Short: Prep for Class E
2. Wild Horse: Prep for Class E
3. Amy South: Pony Springs – Hockberry, Prep for truck route
4. Amy Short: Brought in and spread 631.34 tons of Class E
5. Wild Horse: Whiskey Springs – Crossover, Brought in and spread 2882.51 tons of Class E
6. Wilcox Ranch: Amy Short – Mid Rd
7. Quaking Aspen: Wilcox Ranch – O'Hara
8. Crazy Horse: Wilcox Ranch – Yellow Tail
9. Yellow Tail: Crazy Horse – Pioche
10. Grey Van
11. Rebel Cause
12. Twin Springs: Wilcox Ranch – Crossover, Spread 385.25 tons of Class E
13. Wilcox Ranch Near big culvert S-turn, Spread 181.07 tons of Class E
14. Right Hand Cyn: Spread 729.34 tons of Class E
15. Right Hand Cyn: Raptor – 3300 RHC
16. Bacon Rind N & S
17. Broken Spur
18. Broken Spur N
19. Bootstrap
20. Range Land
21. Peak N-S: From Dip South
22. Peak E-W

OTHER ROAD WORK:

1. Axe Handle: Pull shoulder backing up to new edge paving & sweep
2. Bacon Rind N: Pull shoulder backing up to new edge paving & sweep
3. Sharrock: Wild Horse – Pasture View, Re-establish ditch on north side of road
4. Whiskey Springs, Ironwood, and Amy: Patch asphalt
5. Quaking Aspen at O'Hara: Use Vactor & 5,000 Gallons water to pull 10 yards of debris from 30" x 90' culvert (Did not complete - ran out of water and time)

OTHER:

1. Road survey
2. Town for parts
3. Miscellaneous yard work
4. Wayside yard: Stockpile 64.49 tons Base & 35.12 tons Class E

EQUIPMENT:

1. 01 F450 Truck: The front, 4X4 hubs would not engage; Pulled and lubed.