

REGULAR MEETING

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

Thursday, January 20, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, January 20, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Dan Helton (by phone), and Don Otto (by phone). Trustee Larry Johnson was 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. **Election of Officers by Board of Trustees:**

Trustee Patterson read the current list of officers, as follows:

President	Greg Dennis
Vice President	John Patterson
Secretary/Treasurer	Larry Johnson

Trustee Patterson made a motion to keep the current list of officers. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

4. **Approval of Minutes - December 16, 2021:**

Trustee Dennis requested a change for clarification of his statement on page 6, fourth paragraph up from the bottom of the page:

From: "Trustee Dennis said the generalities kind of don't fit for everybody here because we don't know the specifics of the place we're talking about exactly. There's stuff out there on different roads ..."

To: "Trustee Dennis said the generalities kind of don't fit for everybody here because we don't know the specifics of the place we're talking about exactly. There are very different soil types and conditions on the roads out here."

Trustee Patterson made a motion to approve the December 16, 2021 minutes as amended. Trustee Otto seconded the motion. Hearing no opposition, the motion passed.

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

a. **Transaction Report and Payment of Bills:**

Cathy Glatthar reviewed the transaction report (see attached). The total cash in all accounts was \$523,209.09. Income for the month was Ad Valorem \$67.18, Consolidated Tax (CTX) \$43,672.42, and LGTA/Fair Share \$4,850.80.

Cathy reviewed several of the payments: 1) United Rotary Brush Corp. \$1,324.11 for Broce kick broom parts; 2) Les Schwab \$3,686.83 for various tires purchased, tire repairs, and tire installations; 3) there were a number of repair parts purchased for various pieces of equipment and vehicles.

Trustee Dennis commented that a plasma cutter was purchased. He explained that one of the uses for the plasma cutter was for renewing the cutting edges on the grader blades.

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

b. Estimated Operating Funds Report:

Cathy Glatthar explained she reserved \$70,000 for the Range Land Road project that was approved last month. She stated the Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$323,956 (see attached).

Trustee Otto asked if that figure included payment to temporary employees?

Cathy explained \$15,000 for temporary (seasonal) employees was budgeted for this fiscal year. She said that was part of the \$30,000 average monthly expenses shown on this report.

Trustee Dennis said it was included in wages.

Trustee Otto said he would like to increase that amount.

Cathy explained the budget for this fiscal year, which ends on June 30, 2022, is already set.

Trustee Dennis said Trustee Otto could bring that up for next year's budget.

6. Road Maintenance Reports:

a. Road Reports:

- Trustee Dennis stated he had spoken with Trustee Otto about a drainage issue Trustee Otto had.

Trustee Otto explained the road he drives every day, Quaking Aspen, on the lower end, there really wasn't any ditch or swale there, and the water was encroaching out onto the roadway.

Trustee Dennis said he drove that road today and he understood, and Trustee Otto had sent him a picture of the road. He said one of the things Trustee Otto was talking about was the alluvial fan drops right into the road and it's a fairly sizeable area, and the ditches aren't quite adequate. He said he and Shawn had talked about a new piece of equipment that could be used to make the ditches sufficient so that the water could be channelized. Right now we only have blades and when we make a "V" ditch, it's not quite adequate. He said the distance the water is travelling and the amount of water that's coming down - it's almost a half mile. So we need to look at some kind of turnout. He said he noticed a grade break lower down on that road where we might be able to put something in there. He said we needed to look at it more closely and he requested Trustee Otto's input.

Trustee Otto said there is a phone line on that side of the road, so they would have to be careful about the depth. We do need to keep the escape clear. All we need is a one-foot ditch on that side, but it needed to be laid back.

Trustee Helton commented that if you do the back slope correctly, you would lose that material that's built up there.

Trustee Dennis added that there is nothing but rock there. That item needed to be put on a to-do list.

- Trustee Patterson asked to address some items that came out of the Road Committee meeting. He stated last month we had a resident talk about the signage around the workers, and when the crew is working on a long-term job, they are already implementing having signs out on each end of the road.
- Trustee Patterson said another resident talked about some tumbleweeds and the drainage on the south side of Sharrock between Amy and Broken Spur. He said since then, the crew has attended to that and the drainage has been corrected and the tumbleweeds pushed back so there is adequate drainage off that roadway.
- Trustee Dennis stated next month the Road Committee would come with options and ideas for the capital outlay and road improvement projects.
- Trustee Dennis said the "S" turn on Wilcox Ranch Road was graded; there would always be major wear and tear through that "S" turn. The only solution he could think of would be to pave that area, but that was a decision for the Board to think about. If anybody wished to discuss this further, it would be on the agenda for [road] improvement projects next month.
- Trustee Dennis said one of the things we heard was that the Board wasn't listening enough or taking care of what people wanted done. He said he wanted to be sure they got closure on those items, but it was rather difficult because there were a lot of items.
- Trustee Dennis addressed Trustee Otto and stated the [school] bus was sitting there where it should, at Amy and Whiskey Springs, when he went by this afternoon.
- Trustee Otto said he was wondering if we could get the grading of Wilcox Ranch Road finished; that he had a couple of complaints from neighbors.

Trustee Dennis said he talked with Shawn about that today and it's on the to-do list. He said you can see that the pot holes are beginning to form and if we get another storm, the pot holes will get worse.

- Trustee Otto said we need to get the tumbleweeds out of the ditches or we'll have water deviating out onto the roadways.

Trustee Dennis said if there was a specific place where Trustee Otto wished to have tumbleweeds removed from a drainage swale, to please let us know exactly where.

Trustee Patterson informed Trustee Otto that there was a public comment coming up later tonight that addresses that issue and the Road Committee would take that up and come to a resolution on it in the future and report back to the Board.

Trustee Dennis addressed Trustee Otto and said we would like these matters to get into the system just like everybody else does. We, as Board members, can't come to the Board meetings and start asking for all these different things when constituents have to send in an email; it's not fair that we (Board members) aren't doing the same thing.

Trustee Otto said the cleaning of sagebrush and the tumbleweeds out of ditches should be standard operating procedure, and we should be doing that right along as general maintenance.

Trustee Dennis said he did not disagree, but there are winds that come up and storms a few weeks ago blowing stuff all over the place.

- Trustee Dennis said he did follow up on the pot holes on Wilcox Ranch Road. The road was holding up extremely well, but there were obviously some soft soil spots that pot holed easily. He said when we add more Class E base, we need to fill in those pot holes.

Trustee Otto said the pot holes had to be cut out before you put material over the top of them or else they will just form right back in the same spot again.

Trustee Dennis said not if we put mag-chloride on the patches; we've done that elsewhere and it has performed very well. We'll make it work.

b. Operations Manager's Report:

[Operations Manager's Report - Period 12/13/2021 to 01/16/2022 (see attached)]

- Shawn stated, according to his rain gauge, we've had about seven inches of rain since this fall and he was pretty happy with how the roads have held up. He said we have some areas with the swales, where the sand continues to move and fills in the escapes and ditches and then widens out into the roadway. He said they will take care of that and ensure that the edges are re-graded. He said he has been grading in some areas and has found that the roads are still frozen in some places, and it comes up in chunks; they have to wait until it thaws. They have been cleaning culverts with the vactor truck.
- Trustee Dennis read into the record the written statement Mr. Chad Sousa handed in at the end of the December meeting (see attached) thanking Shawn for his assistance and for treating Mr. Sousa and his family with respect.

c. Status of Range Land Road Project:

Trustee Dennis stated it was dry enough to start the project. Part of the project entails raising and replacing the cattleguard, and the crew is preparing the replacement cattleguard. Hopefully, they'll be able to get to that soon; weather permitting, since we are still in winter.

George Boyce said the mag-chloride they used on the Range Land Road patches works great; it almost made it like concrete. As far as patching it, that was the way to go.

Trustee Dennis said the mag-chloride was working in more than one way to our benefit.

7. Old Business:

a. Second Reading and Possible Adoption of Resolution [F22-R1], Policy to Standardize Weed Control Within Roadway Easements Maintained by the PVGID (as amended at December 16, 2021 meeting):

Trustee Dennis read the resolution into the record, noting the resolution number change to F22-R1 (see attached).

Trustee Dennis opened public comment and read into the record public comment received via email from Susan Ambrose (see attached).

Trustee Dennis said nothing is ever going to be perfect, and the GID cannot maintain weeds for every 66-foot wide right-of-way for 92 miles without going broke. There is going to be talk where maybe Ms. Ambrose should have said, "This is a very rough piece of ground and there are rocks that were put here by the blade and it needs to be smoothed out so I can get the weeds taken care of." He said those kinds of comments are more constructive to help us get to where we need to go. He said he was not disagreeing with Ms. Ambrose; we just can't do everything.

Trustee Otto said he thought everything sounded good, but when he re-read the resolution, at the end, he thought we should state, "... the Board requires or requests."

Trustee Dennis re-read the final paragraph.

Trustee Otto said where it reads, "... as needed or desired." and asked by who?

Trustee Dennis said by the landowner.

Trustee Patterson agreed that he felt it clearly states the landowner is responsible. The GID is not requiring landowners to maintain the easement; we're not going to make them do it.

Trustee Otto said if that was clear, then we should leave it the way it is.

Trustee Helton said he actually didn't think it was a good idea to do any of what Trustee Dennis just said, but he didn't make it to the last meeting.

There was no further public comment.

Trustee Patterson made a motion to adopt Resolution F22-R1. Trustee Otto seconded the motion. Upon a vote, the motion passed with Trustees Patterson, Otto, and Dennis in favor, and Trustee Helton opposed.

8. New Business:

a. Hiring Professional Engineering Service for Drainage Easement(s):

Trustee Dennis explained that when he talked previously about Range Land Road that he mentioned wanting to get some drainage easements. He said, specifically, resident George Boyce had agreed to give us a drainage easement. He stated we will need to hire a surveyor and have a legal drainage easement drawn up. We will need to do this in order to negotiate with landowners in the future where we need drainage easements. For now, to get the drainage easement with Mr. Boyce, Trustee Dennis asked approval for an amount not to exceed \$3,000 for having the drainage easement surveyed, drawn up, and legally recorded in Washoe County.

Trustee Patterson made a motion to approve up to \$3,000 to hire professional engineering services for the Boyce drainage easement. Trustee Helton seconded the motion, and hearing no opposition, the motion passed.

b. Discuss Eliminating Need for Constituents to Reaffirm Desire to Remain on Email List to Receive Notices:

Cathy Glatthar explained currently she sends out an email every six months to constituents who are on the email list to receive agendas and notices, and asks if they wish to remain on the email list. She said she didn't see the need to do this; if someone wishes to be added to the list, she adds them, and if they wish to be removed from the list, she removes them. She said she would like to eliminate that process of reaffirming every six months.

Trustee Otto asked if we could just put it on the website that if someone wanted to receive notices that they could send in a request via email?

Cathy replied that it was already on the website.

The Board was in agreement to eliminate the every-six-months reaffirmation.

9. Judicial/Government Affairs:

a. Letter to NOAA Re: Funding for Road Repairs:

Trustee Dennis stated the Board requested that Louie Test write a letter to NOAA (National Oceanic and Atmospheric Administration), but the more he thought about it, there was a significant amount of money spent by the Federal Government to improve their road, Microwave Road. Whereas, when he considered our roads, we do not have a lot of money to spend on fixing our roads for their needs. One of the things he looked at when he drove up Quaking Aspen to Microwave Road was the tire marks left; that heavy equipment really tore up the roads. He said he wanted to postpone having a letter sent that requested a minimal amount of dollars, and ask for something that would give us a road and road improvements that would last significantly longer than an annual request for funds. He said his request would be significantly more to improve Quaking Aspen up to their turnoff to Microwave Road. Maybe even split the difference, because it would take a huge amount of dollars to do this work; maybe over \$150,000 to get the material on the road, and placing it was another big expense. He said we needed one of the Board members along with our attorney to negotiate with these entities and see if we could come up with a higher dollar value for that road improvement if we could, and make a more permanent road for their use and our ability to maintain it.

Trustee Otto said it made sense to him and he was hoping Trustee Patterson could work on that; it was right up his alley.

Trustee Helton said there were over 20 agencies up there other than NOAA.

Trustee Dennis said he was aware, and it would take time; that he had negotiated on this type of matter before. There had to be a spokesman or somebody who puts that contract together for use of the Microwave site. He said he thought it was premature to send any letters in and he hoped to have something ready for the Board's consideration next month. He said \$7,500 was really nothing for about three miles of roadway; we need to rethink that. NOAA was building a significant road up there, complete with drainage channels, and we should ask for the same.

Louie Test said he already talked with Joshua Davis (with NOAA) and Mr. Davis was going to get in touch with Timothy Calohan who is in charge of the project. Louie said he spoke with Mr. Davis about the damage done to the roads with the heavy equipment going up to Microwave Road. He said with contracts, normally there's a provision that says if the contractor does damage or is sued, then the contractor is responsible to go back and make the corrections. He said he did not say anything to Mr. Davis about prices or costs. He said he doesn't like emails because "e" stands for "evidence." He said he would get together with Trustee Patterson or whoever was going to work on this matter.

Trustee Dennis said there was a certain amount of negotiations that needed to take place, and who is going to represent everyone that uses that road is going to be part of that negotiation first.

Trustee Dennis said they were destroying one road and rebuilding another; it just wasn't fair in his mind.

Trustee Otto added that it was also the ongoing use of Quaking Aspen Road in the future. He commended Trustee Dennis for his work on this matter.

Louie said he would get together with Trustee Dennis and Trustee Patterson to work on the negotiations.

10. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- The attorney must file a Tort Claims report with the Assistant to the Board by February 1st. Louie Test has reported receiving the report from the insurance company and will file that report with Cathy by the deadline.
- Determination of the Tax Rate will be on next month's agenda.
- Next month's meeting will be on February 17th.

11. Correspondence:

- Cathy Glatthar stated she received a letter from the Department of Taxation regarding the PVGID's annual audit report, as follows:

"Pursuant to NRS 354.6245, 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. The auditor met the statutory provisions required by NRS 354.624 and NRS 354.6241."

Trustee Dennis asked if we would continue with the current auditor?

Cathy said yes, the Board had approved Eide Bailly for three years (through 2022).

12. Public Comment:

- Trustee Otto asked Cathy how long she would be with us?

Cathy said probably until the end of March.

Trustee Otto asked if they had a replacement for her fine work?

Cathy said not yet, they were still working on finding a replacement. She said she thought she had someone, but that person was unable to commit the time. She said she was going to propose to do a lot of the work she does now because she works from home now and home could be anywhere.

Trustee Dennis agreed and stated that he and Cathy had discussed that, and it made sense to not lose Cathy's valuable skills and knowledge with regards to the GID even though she would be far away. We'll try to make that a workable arrangement, if possible. It made sense to him.

Trustee Otto agreed.

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

13. Board Member and Staff Items:

None

- 14. Adjournment:** Trustee Patterson made a motion to adjourn the meeting. Trustee Helton seconded the motion, and hearing no opposition, the meeting adjourned at 6:51 p.m.

CURRENT LIST OF OFFICERS AS OF JANUARY 20, 2022

President	Greg Dennis
Vice President	John Patterson
Secretary/Treasurer	Larry Johnson

ELECTION OF OFFICERS JANUARY 20, 2022

President	_____
Vice President	_____
Secretary/Treasurer	_____

*** OR ***

President	_____
Vice President	_____
Secretary	_____
Treasurer	_____

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF January 17, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of January 17, 2022 - Almost CD #5010	505,231.58
	Balance as of January 17, 2022 - A/P / General Ckg #4179	577.51
	Balance as of January 17, 2022 - Payroll #4430	17,000.00
	Balance as of January 17, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	<u>523,209.09</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of December 13, 2021	488,324.77
Income for the Month		
Ad Valorem/Property Tax	67.18	
Consolidated Tax (CTX)	43,672.42	
LGTA/Fair Share	4,850.80	
Other Income	<u>0.00</u>	
TOTAL	48,590.40	
Interest Income	4.27	48,594.67
Transfer to Wells Fargo #4179	(4,000.00)	
Transfer to Wells Fargo #4430	(27,687.86)	<u>(31,687.86)</u>
	Balance as of January 17, 2022	<u>505,231.58</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of December 13, 2021	919.68
Transfer from Wells Fargo #5010	4,000.00	
Interest Income	0.03	4,000.03

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9951	1,717.58	Secretarial Services \$1,298.98, Accounting/Financial Work \$367.50, Office Supplies \$51.10	
Flyers Energy	9952	593.37	Fuel	
Hoffman & Test	9953	585.00	November 2021 Retainer \$400.00, Travel Expense 11/18/21 \$35.00, Additional Work \$150.00	
Pyramid Business Services	9954	<u>1,446.25</u>	Monthly Bookkeeping and Payroll	
TOTAL		4,342.20		<u>(4,342.20)</u>
			Balance as of January 17, 2022	<u>577.51</u>

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 01/20/2022 Meeting - Agenda Item 5.b.

Total Cash in all Bank Accounts as of January 17, 2022	523,209	
Additional Revenue Expected Through August 15, 2022	472,114	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022		995,323
LESS Average Monthly Expenses (\$30,000) x 7 Months	-210,000	
LESS: Capital Outlay FY21 Carryover (\$91,537 - \$2,254 = \$89,283);		
Capital Outlay FY22 (\$150,000 - \$7,534 = \$142,466);		
Range Land Road Project \$70,000;		
Unexpected Repairs (\$5,000/mo x 7 months);		
Workers' Comp \$1,473 (Feb, May) & \$1,800 (Aug);		
Insurance \$10,000 (July); Class E \$125,423 - \$75,551 = \$49,872	-401,367	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022		-671,367
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022		323,956

Additional Revenue Expected Through AUGUST 15, 2022:

From 2021/2022 Final Budget	Figures Used for Est Op Funds Rpt			
320,000	320,000	Ad Valorem	Feb '22 thru Aug '22	134,959
567,000	540,000	CTX	45,000 x 7	315,000
38,000	38,000	LGTA	3,165 x 7	22,155
925,000	898,000			472,114

-27,000

**Difference between Budget and Estimated
Operating Funds Report Projected Revenues**

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	18,608	-1,608	
Other (non Road Maint)	13,000	13,515	-515	
	30,000	32,123	-2,123	
Capital Outlay		(93)	A/P Acct Exps	4,342
Road Maintenance		0	P/R Acct Exps	27,688
TOTAL EXPENSES		32,030		32,030

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 1/17/22, Actual Revenue was More Than YTD Estimated By:

\$9,095.35

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
February (21%)	67,200.00			
March	0.00			
April (21%)	67,200.00			
May	0.00			
June	0.00			
July (2%)	6,400.00			
August	0.00			
	320,000.00	185,040.83	-134,959.17	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
February	45,000.00			
March	45,000.00			
April	45,000.00			
May	45,000.00			
June	45,000.00			
July	45,000.00			
August	45,000.00			
	540,000.00	222,719.46	-317,280.54	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
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	21,380.06	-16,619.94	

PVGID OPERATIONS MANAGER'S REPORT

Report Period 12/13/2021 to 1/16/2022

ATTACHMENT: 01/20/2022 Meeting Agenda Item 6.b.

ROADS GRADED AND/OR COMPACTED:

1. Grey Van
2. Rebel Cause
3. Range Land: Grey Van to Peak
4. Range Land: Peak to Winnemucca Ranch
5. Broken Spur: Whiskey Springs to Tumbleweed
6. Wilcox Ranch: Crazy Horse to Quaking Aspen (Spot Grading)

OTHER ROAD WORK:

1. Axe Handle: Plow snow x 2
2. Curnow Cyn: Plow snow x 3
3. Bacon Rind S: Plow snow
4. Whiskey Springs: Wild Horse to top - plow snow
5. Piute Creek: Upper - plow snow
6. Inspect culverts on East side of valley
7. Ironwood: Ponding water on road near pit. Deepen ditch to get water to flow
8. Grass Valley W: Ponding water on roadway. Deepen ditch to get water to flow
9. Ironwood: Re-stripe
10. Ironwood Pit: Someone pulled the gate open braking the chain and lock and ripping out a post - Reset
11. Crazy Horse: Clean culvert
12. Amy: Clean 5 culverts
13. Hockberry: Clean culvert

OTHER:

1. Office work
2. Road committee meetings
3. GID Meeting
4. Post Agenda
5. Road Surveys
6. Town for parts
7. Misc. Yard work
8. Employees Off for Christmas and New Year's Holidays
9. Employees - 63.5 hours Time Off Taken

EQUIPMENT:

1. 770 & 670 Graders: Install & pull chains
2. 05 Compactor: Les Schwab Drained Mag Chloride from old tires, Installed new tires and refilled with Mag. Fuel line leaking from tank to pump, and return line leaking back to tank R&R. Batteries bad. Replaced with deep cycle batteries
3. 03 580sm Backhoe: Les Schwab R&R new rear tires
4. 93 Broce Kick broom: Les Schwab Swapped tires from pull Kick broom
5. 02 Peterbilt: Les Schwab patched left front drive tire
6. 04 F450: Les Schwab Patched rear outer tire. Plow stopped working, has electrical problem - Diagnosing
7. 80 Weld truck: Transmission service
8. 88 6.2 Pickup Truck: Transmission would not engage in drive, did trans service, still would not drive. Trans bad - take to shop to have new trans installed.
9. 97 Vactor: Both suction hoses old and tearing - R&R. Have to prep for freezing temperatures at end of the day.

December 16th, 2021

Palomino Valley GID

9732 Pyramid Way #407

Sparks, NV 89441

Dear Board of Trustees,

I to write to express my commendation of your Operations Manager. At our last meeting, you recommended I reach out to Shawn Kelly. A little over two weeks ago, I had the opportunity. Shawn returned my call minutes later and met me shortly after. Shawn treated my Family and me with respect and curiosity that reminded me how honored I am to live in the Valley. Watching him work showed me the skill and passion he brings to the team.

Thank you for the opportunity to be present and all that your team does.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Sousa". The signature is written in a cursive style with a long, sweeping underline that extends to the left.

Chad Sousa

PVGID MINUTES JANUARY 20, 2022

ATTACHMENT

Public Comment for Agenda Item 7.a.

FROM: Susan Ambrose

Old business 7a public comment

Maeve Ambrose

Wed, Jan 19, 2022 at 12:43 PM

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

Where does the public access easement begin that the homeowner is responsible for? Is there a certain footage from the center of the road? I was looking back to reading Resolution No. F21-R2 and as worded (just for clarification) anything from the roadway edge to the property owner's fence line ,could be the responsibility of the homeowner if no drainage ditch is involved? If that is the case the ditches alongside the road cannot be cut so steep that the homeowner can not get in with his tractor to remove the weeds. Regarding the GID keeping tumbleweeds out of drainage ditches , I did see that the SouthWest portion of Broken Spur had so many tumbleweeds alongside the roadway edge that drainage was impeded after the heavy rains from the atmospheric river we had a while back. Susan Ambrose

Second Reading and Adoption
Regular Meeting
January 20, 2022

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F22-R1

POLICY TO STANDARDIZE WEED CONTROL WITHIN
ROADWAY EASEMENTS MAINTAINED BY THE PVGID

WHEREAS, THE PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT (the "District"), maintains approximately 92 miles of roadway within the District, and does not fully maintain portions of the public access easements for weed or brush control, the District hereby determines that this clarification is required;

WHEREAS, this resolution does not pertain to the clearing of ditches, escapes, and culverts in order to maintain drainageways;

NOW, THEREFORE, be it RESOLVED, that portions of roadway easements that are not used for vehicular traffic, and not part of PVGID-maintained surfaced or graded roadways, are the responsibility of the landowner should weed or brush maintenance be needed or desired.

Upon a motion by Trustee Patterson, seconded by Trustee Otto, the foregoing Resolution was passed and adopted this 20th day of January, 2022 by the following vote:

AYES: Trustee Dennis, Trustee Patterson, and Trustee Otto
NAYS: Trustee Helton
ABSENT: Trustee Johnson
ABSTAIN: None

Board of Trustees of the Palomino Valley General Improvement District

By: 
Gregory Dennis, 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, February 17, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, February 17, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Dan Helton, Don Otto and Larry Johnson. Also present were Shawn Kelly, Operations Manager; and Cathy Glatthar, Assistant to the Board.

2. **Public Comment:**

Jim Currivan stated he hasn't heard any more discussion on the shop [building]; was there any progress on that?

Trustee Dennis said we would be going over it later in the meeting.

Cathy Glatthar thanked Susan Ambrose for facilitating getting the signs out on Pyramid Highway pointing to the range, both northbound and southbound.

Cathy Glatthar stated she had a handout (see attached) regarding the upcoming election. She said there were three open seats and the candidate filing period was March 7th through March 18th by 5:00 p.m. Filing is done at the Washoe County Registrar of Voters Office. The open seats are Trustees Dennis, Johnson, and Helton's seats. Trustee Johnson was termed out.

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

3. **Approval of Minutes - January 20, 2022:**

Trustee Johnson stated that on page 4, Trustee Dennis made the statement that potholes were beginning to form in Wilcox Ranch Road. He said, for the record, the potholes on Wilcox Ranch have been present there since mid-December, and he didn't think the potholes were any worse now than they were when we were in the middle of the storms. Wilcox Ranch Road has had significant potholes for an extensive period of time.

Trustee Dennis said he just drove Wilcox Ranch the other day, and what he considered to be a pothole, he counted five.

Trustee Johnson said he thought there were probably 30 potholes.

Trustee Dennis said that's part of a rougher road.

Trustee Otto said he would have said there were 1,030 potholes.

Trustee Dennis said they were varied in their opinions.

Trustee Patterson made a motion to approve the January 20, 2022 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). The total cash in all accounts was \$527,799.10. Income for the month was Ad Valorem/Property Tax \$58,556.49, Consolidated Tax (CTX) \$43,020.72, and LGTA/Fair Share \$3,480.61.

Cathy reviewed several of the payments: 1) Teichert \$27,412.63 for 4,614.92 tons of Class E for the Range Land Road Project; 2) General Transmission \$2,782.10 to replace the transmission in the 1988 Chevrolet; and 3) Bar None Auction \$45,100.00 for a 2005 John Deere 772D motor grader.

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

b. Estimated Operating Funds Report:

Cathy Glatthar stated the Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$335,811 (see attached).

c. Determination of Tax Rate for Fiscal Year 2022-2023 (FY23):

Cathy Glatthar explained our fiscal year begins on July 1st and ends on June 30th. She stated for the tax rate, the Board had two choices: leave it the same or reduce it.

Trustee Johnson made a motion to leave the tax rate the same. Trustee Patterson seconded the motion and hearing no opposition, the motion passed.

d. Road Improvements Budget:

Trustee Dennis said the Road Committee had a few discussions about what [road] improvements the Board wishes to see done for this next fiscal year. A lot of times we have projects bid on in the spring and then have the work done in the summer. He said Cathy's Estimated Operating Funds report shows what funds we might have available to spend through the summer for the [road] improvements. He stated he called Trustee Johnson the other day, and Trustee Johnson suggested they spend some time and come up with an analysis to bring back to the Board next month for chip seals and other projects that need to be done. Trustee Dennis said he wasn't as familiar with the road surfacing as Trustee Johnson was and he relied heavily on Trustee Johnson's input.

Trustee Dennis said there was also the Class E base program that we had been very successful with. He said where we spend our money on [road] improvements was up to the Board to decide.

Trustee Johnson stated the December storms did put some excessive moisture onto our roadways and we have noticeable deterioration in the form of potholing on Ironwood Road at the margin between the Cape seal and the edge reinforcement pavement. There are long stretches of potholes starting to form in that transition that require attention. He said he wanted to walk the area and take a look at it and then make recommendations to the Board next month. He said it might be as simple as patching those areas with hot mix prior to the placement of a chip seal at 30-to-35 cents a square foot. However, it might be as intensive as placing a Cape seal, which is a chip seal with a slurry over the top of it; it's a much more durable and thicker application. He reiterated the need to walk the roadway and make that engineering

judgment. He stated he had not driven or walked Axe Handle yet to see what needs to be done there. He said he had driven the Cape seal portions of Amy, so it was those three segments that he thought would require attention this year, and it may be a mixture of Cape seal (on Ironwood) and chip seal (on Amy).

In answer to Trustee Patterson's question, Trustee Johnson stated he had not driven the section of Whiskey Springs Road from Amy to Right Hand Canyon. He stated he would work with Trustee Dennis to inspect all of those roadways and bring recommendations back to the Board. He said the cost of Cape seal was around 65 cents per square foot versus chip seal at 30-to-35 cents per square foot. He commented that the cost of oil at \$90 per barrel dominoes through the economy, including paving costs. He said he would have unit-cost estimates from a contractor when they bring the recommendations back to the Board.

Trustee Dennis asked the Board members if any of them had any road improvement recommendations?

Trustee Johnson said he thought at some point the Board should consider improving Broken Spur.

Trustee Patterson said he just heard from a resident that survey work was being done by a builder in the area of Broken Spur just south of Whiskey Springs and he didn't know if the builder's plans would impact the GID.

Trustee Johnson said this Board has to become more active in future developments, and with comments and requirements to the Planning Commission and to Washoe County Engineering. Any developer in the City of Sparks or in Washoe County, outside of this GID, would be tasked with, at their cost, improvement of their frontage road to County standards, particularly if it serves over three or five lots. For some reason, that was ignored in the development along Broken Spur. This Board did not pick up on it and did not make those requirements to the County; improperly in his opinion.

Shawn stated he had a recommendation for a road that was deteriorating: the Right Hand Canyon Road pavement. He said they had been fighting those potholes for a long time and the potholes were just getting worse.

Trustee Helton explained that road has been there for a long time and has been overlaid several times. He said the last time, Type II base was put down over about a half mile of the pavement. He said it has a real good subbase that wasn't real asphalt it was "pugmill" mixed and put down years ago with the material on hand and it has lasted for 40 years.

Trustee Johnson said it was more like 60 years; he believed that was done in the sixties.

In answer to Trustee Patterson's question, Shawn explained that section of Right Hand Canyon from the intersection with Whiskey Springs, was about one mile.

Trustee Helton said they went backwards getting rid of the piece [of pavement] that they put the base on; it was still repairable asphalt at that point, but admitted it was very expensive to try to repair it.

Trustee Dennis said that was the biggest problem we might be facing in the future - thinking about what are the most important roads. He said he would say Ironwood, Whiskey Springs; those roads we more or less have to maintain because they have the highest traffic.

Trustee Helton opined that even bad asphalt was better than good dirt; if it was feasible to repair the asphalt so that it doesn't go away completely, you were way better off than grading off that asphalt. He said one of the reasons a lot of people moved up Right Hand Canyon was because of the paved road.

Shawn said Right Hand Canyon Road has good drainage and that's a plus.

Trustee Otto said he asked Marvin Reed about Right Hand Canyon Road, and Mr. Reed said, "Don't turn it into a gravel road; keep patching the asphalt."

Trustee Johnson said if they placed a leveling course of base or Class E to give it an even subgrade and then, to Cape seal that one mile, would cost \$75,000.

Trustee Helton said it had a very good base now.

Trustee Johnson said you don't want to Cape seal what was there now; you want to even out the surface before you Cape seal. That's a tough call; he said he'd hate to see any asphalt go away, but at the same time Whiskey Springs, from Right Hand Canyon up to Piute Creek, was an equal mess.

e. Capital Outlay Budgets - Carryover from FY21, Remainder of FY22, and Proposed for FY23:

Cathy referred to the "Capital Outlay" handout (see attached), and stated the fiscal year 2021 budget allocation remaining balance as of June 17, 2021 was \$91,537. She stated \$2,254 was spent hooking up the water and sewer to the office trailer leaving a balance of \$89,283. A water truck and a water tank [to replace the tank on the 1995 Peterbilt water truck] were budgeted for at a net of \$30,000 each, which would leave a balance of \$29,283 which the Board had approved to have that balance put into a maintenance building fund.

Cathy explained for fiscal year 2022 (FY22), the starting [capital outlay] budget was \$150,000. She reviewed the expenditures to-date, as follows:

- There were major repairs to the Wayside well, which included lowering of the pump, in the amount of \$7,534.
- There was the pending purchase of two pickup trucks from Truckee Meadows Fire. Originally, one pickup truck was budgeted in the amount of \$15,000, and Truckee Meadows Fire had surplused two pickup trucks and was willing to sell both to us for \$5,000. The purchase is pending until Truckee Meadows Fire receives the replacement vehicles.
- As mentioned earlier under payment of bills, a grader was purchased for \$45,100. The 670 grader will be sold and the anticipated proceeds from that sale is \$20,000. The original budget for the grader was \$100,000.

Cathy explained the balance of the FY22 capital outlay budget was now at \$92,366.

Cathy said the proposed capital outlay budget for FY23 was \$175,000.

Cathy explained all of these numbers were estimates because we did not know what we would actually spend on any of these items or what we would receive if we sold any of the surplus vehicles or equipment.

Trustee Otto said he thought we were going to take care of the water trucks first.

Cathy explained we wanted to, but nothing had come up. There was a water truck at this auction, but it wasn't viable. That's the nature of these capital outlay items and that was why they were on a pre-approved list, because you didn't know what was going to come up, when.

Trustee Dennis said he was happy we got a grader; there was still a lot of competition for used equipment.

In response to Trustee Otto's question, Trustee Dennis elaborated on the grader purchase. He stated the Road Committee approved the purchase and the spending limit was set at \$100,000.

Shawn stated it was an all-wheel drive, with a 14-foot moldboard, 8,000 hours (all winter only - it came from Eldorado County, California). He explained after he previewed the grader, he stopped by the CalTrans Whitmore Maintenance Station and spoke with the head mechanic, and learned that grader was not in Whitmore's system. He explained that he then talked with Papé Machinery (John Deere dealer) and learned that grader was sold to Eldorado County in Placerville. He then called the main mechanic in Placerville and the mechanic told him the only problem they had was the left wheel was going a little faster and they were thinking about changing the sensors, but they decided since the emissions regulations had changed, they would just surplus the grader. Shawn said he then called and priced the sensors and drive motors. He said he's now tested the grader and that wheel does spin a little faster, but they don't go off-road that often and it would be just fine. It was beautiful and clean; no wear. It is a model 772 and does not have rear rippers, but it does have provisions for a ripper.

Trustee Otto said we don't need rippers.

Shawn said if we did need rippers, the 770 grader will be our backup, and we can just rip with that grader. We now have two bigger blades that can move some material.

Trustee Dennis stated, unfortunately, we were unable to get a water truck at this auction.

Trustee Otto said we are just going to keep on looking for a water truck; that's what he wanted to see us get first, but if it didn't come up ...

Shawn explained there were three, 10-wheel water trucks at that auction, and two had the suspension we were looking for, but he did not want those trucks. He said the third one was a "13" Kenworth, had air-ride, but it would not start; there were issues already, and it sold for \$37,000. He explained when you got to the "13" emissions, they were transitioning into the urea and they were still uncertain, and in his opinion, they were having issues.

In response to Trustee Otto's question, Shawn explained the 670 grader was being prepared to be sold; they were getting the radio and other items out of it. He said he was going to list it on Craig's List and start at \$29,500.

f. Preliminary Tentative Budget for Fiscal Year 2022-2023:

Cathy referred to the Budget Worksheet (see attached) and explained the Department of Taxation's preliminary revenue figures just came in Tuesday afternoon. She explained the Ad Valorem projection of \$350,000 was based on her estimation of the abatement amount; that an abated projection would be received on

March 25th. The Consolidated Tax (CTX) projection was \$628,356. She pointed out that the second column represents the final budget numbers used for this current fiscal year (FY22), so you could compare the current budget with what was being projected for the next fiscal year (FY23). She said CTX was usually overstated, but for budgeting purposes, they needed to use the highest figure that they were given from the State. She said that was because if we used a lower number, but actually received the higher amount, and spent all of that revenue, we would have to augment the budget, and we did not want to go through that process.

Cathy explained that when she prepares the Estimated Operating Funds report, she uses a more realistic figure for CTX, and that report was, in essence, the budget report that we work off of for planning purposes.

Cathy reviewed the columns on the worksheet and explained she used the first column figures (Actual July 1, 2021 to Dec 31, 2021) to come up with the figures for the third column's (Estimated at 6/30/2022) [estimated expenses].

Cathy reiterated that this was preliminary and would be used for the Tentative Budget which was due on April 15th. She said we may have some slightly different numbers at next month's meeting, but even then, she would still be waiting on the March 25th abated Ad Valorem figure. She recommended that the Board take a look at this worksheet and if they wanted any changes to the proposed expense figures, to bring them up at the March meeting.

Cathy stated she did increase the Salaries & Wages/Seasonal amount to \$25,000 for the next fiscal year as requested by Trustee Otto, but she didn't know if that amount was enough.

Trustee Otto asked if that could be adjusted during the year?

Cathy explained this budget is submitted to the State, but we continually look at what is actually being spent, where we're going and where we're heading ... She said we have one fund [Public Works], consisting of four categories: 1) Salaries & Wages; (2) Employee Benefits; (3) Services, Supplies, and Other Charges; and (4) Capital Outlay. If we were to spend more in a category than was budgeted, all we have to do is have a motion made in a meeting to move money from one category to cover the other category.

Trustee Dennis thanked Cathy for putting the budget together as it took considerable effort to do so.

g. Revised Letter of Engagement - Cathy Glatthar, Assistant to the Board:

Trustee Dennis read Cathy Glatthar's revised letter of engagement (see attached) into the record.

Trustee Dennis said he highly recommended that we retain Cathy's services and accept the increases in rates. He added that he did not realize they were getting free website maintenance services.

Trustee Otto asked Cathy if after she moves out east and does this work remotely, was she thinking of not hiring somebody else, or that and Cathy both, or what?

Cathy said somebody else has to do the in-person things she does now, but almost everything else she does now is done remotely. She said it was proving difficult to find somebody; she had a good candidate, but that person was unable to take on

any more work. She said it was going to take too much time, and she didn't have the time to train anyone right now, but, yes, eventually somebody else will have to ...

Trustee Johnson interjected and said he thought that was a Board decision to eventually replace Cathy. He said he wanted to know if they were actively advertising for this position?

Cathy said no.

Trustee Johnson said we have to do that immediately; we have to start that search. He said he has conducted national searches this past year for people and brought people in from halfway across the country. We are in a terrible state for workforce.

Trustee Johnson said his second comment was that Cathy was irreplaceable and he could not express his debt of gratitude to Cathy for her knowledge of background and history of this District; that in itself was irreplaceable, and he could not thank her enough.

In response to Trustee Johnson's request for clarification, Cathy explained she was requesting the Board to approve retroactive payment of the website maintenance fees for January and February; that if approved, she would bill those months on her March invoice.

Trustee Patterson asked if Cathy would be responsible for getting her replacement?

Trustee Johnson said it shouldn't be Cathy's responsibility.

Cathy said she was trying to find someone.

Trustee Dennis stated we have been looking; there was no doubt that he and Cathy have had significant discussions on trying to find someone who was local and willing to work here.

Trustee Patterson clarified that he was talking about finding someone to do the in-person work.

Trustee Dennis said he understood and they have talked about different people.

Trustee Johnson suggested we actively advertise in the Reno/Sparks/Washoe County area for the position.

Trustee Helton said he thought we had to, before we voted on this [revised letter of engagement].

Trustee Otto asked what the requirements would be?

Trustee Johnson said Cathy had a list of her duties, and that was a long list.

Trustee Helton said he thought they were jumping ahead by voting on this; we needed to advertise this.

Trustee Dennis said if it was the Board's idea that we're going to 100 percent replace Cathy with a new person on a cold start ... he didn't think he could do it. He said if we phase Cathy out in two-to-three years and get someone up to speed, and maybe the economy changes, maybe that's an advantage for us. He said he would like the Board to consider that option, also.

Shawn said something he heard was that Cathy would be calling in for meetings and taking notes like she does now and writing the meeting minutes. Somebody was needed to bring the handouts to the meetings and do other, in-person tasks.

Cathy said it may be that our current bookkeeper would be able to attend the meetings, because she will have to have the checks countersigned, and she could bring the copies of the handouts with her. She said she would be here until the end of March, and would be at the March meeting. She said she agreed that they needed to find somebody, and to answer Trustee Otto's question, this person needed to be able to do Excel, Microsoft Word, and knowledge of Quick Books would be a plus; it would be good to have somebody who could provide back up for our bookkeeper.

Trustee Dennis said the training program to bring someone onboard for a replacement such as Cathy, was something he'd like the Board to consider seriously about how they implement that. He said there was lots to it, there were lots of things that were done like looking at agendas for the various County and Regional Boards and seeing what might affect the District. There were a lot of activities that the Board doesn't see that Cathy brings to their attention. He said he didn't disagree with Trustee Johnson at all that essentially we have to get a good replacement for the future, and at the same time, how do we keep together the glue that makes this GID work along with Cathy's expertise when she's gone?

Trustee Johnson said there were difficulties with working remotely, and he thought it was in the best interest of the Board to advertise for the position and get a permanent individual here. He thought there should be a committee formed to formulate qualifications and prerequisites and put together an ad.

Trustee Otto said he would suggest Cathy do that.

Cathy said the Board had already set up the committee of Trustee Johnson and Trustee Dennis and she had sent them a list of tasks she does daily, weekly, monthly, and annually.

Trustee Otto said he knew of some housewives out here that don't work, and he now knows some of the requirements, including attending monthly meetings. He wanted to know if this replacement would be required to attend Road Committee meetings?

Cathy said that would not be necessary because that person would not know the history that she knows and that's what she brought to the Road Committee meetings.

Trustee Dennis said he didn't want to say no to Cathy, that this was off the table, but Trustee Johnson was saying we need to look forward and hire somebody, which he didn't disagree with either. So how, implementing all this together ...

Trustee Johnson interjected and apologized to Trustee Dennis and said he brought up two separate issues. He said, first of all, he agreed we needed to retain Cathy, whether that be short term or interim, that would be subject to who we find and their qualifications, availability, training time, etc. He said he thought we needed to begin that search and we should have started a couple of months ago.

Trustee Johnson made a motion to accept the February 1, 2022 letter of engagement from Cathy Glatthar.

Trustee Patterson said Trustee Helton had some reservations and Trustee Helton wanted to post it and revisit this next month. Was that a big deal? Does that change this if we wait and vote on it next month?

Trustee Johnson said whether we bring somebody onboard in the next thirty days, doesn't change our need to retain Cathy for months.

Trustee Helton said he agreed. He said he was just questioning whether or not there was a legality to it if we didn't first advertise.

Cathy said these were really two separate things; she was just asking for a raise.

Trustee Patterson seconded the motion.

Trustee Otto asked if having to advertise pertained to a different type of employee?

Cathy explained she was not an employee, she was a contract worker, and this was professional services.

Trustee Johnson said, for contract workers, we don't pay social security and other payroll taxes or benefits; Cathy is a contract worker.

Trustee Otto said so that was another big requirement of the person who takes Cathy's place.

Cathy clarified that that person would have to have [or obtain] a Washoe County business license.

Trustee Johnson said that was not mandatory either; that the Board could consider a part-time employee to fill this position. He said with that scenario, the GID would have to pay PERS, health insurance, etc.; it was a lot cleaner having a contract worker.

Trustee Helton said he was assuming Cathy was an employee. He said this would work just fine, then; it sounded good.

Jim Currivan, in the audience, said we had a bargain here. He said he didn't think they could replace that kind of a bargain unless there's somebody at home that knows how to do this work.

Trustee Johnson addressed Mr. Currivan and said that was why he said earlier that he thought Cathy was irreplaceable.

Upon a vote, the motion passed unanimously.

h. Eide Bailly Designated as Auditing Firm for Fiscal Year 2022 (June 30, 2022) Annual Audit:

Cathy explained three years ago, we sent out requests for quotes and only received one quote from Eide Bailly that covered three years. The Board approved the three-year quote from Eide Bailly and they will be the designated auditing firm for the June 30, 2022 audit.

5. Road Maintenance Reports:

a. Road Reports:

- Trustee Dennis stated they did have a Road Committee meeting this month, and they talked about how they could start implementing the capital outlay, and they already had a good conversation about that earlier in tonight's meeting.
- Trustee Dennis said they were trying to be sure they sent responses to people who submitted road requests or had questions, and they did that for some of the items Trustee Otto had submitted.
- Trustee Dennis said they had some good weather and implemented the Range Land Road project. He said he would discuss that further under item 5.c.

- Trustee Dennis said he and Trustee Patterson reviewed the auction items and pre-approved the bidding limit on those items.
- Trustee Dennis said they have been letting Shawn come to them with regards to how he was doing things and what he was doing. He said he was not unsatisfied with the general productivity they have gotten.
- George Boyce, in the audience, asked what the status was on culverts? He clarified that when a person connects to a GID road, was it mandatory that they put a culvert in?

Trustee Dennis said unfortunately for many years, the Building Department ignored the GID and the GID's request for culverts to be installed when people put in new homes or created new roadways adjacent to District roadways. He said we do have in place now a requirement and coordination with the Building Department for any new subdivisions or new improvements to make sure that culverts are installed. He said Shawn does review those requests. He said unfortunately, what Mr. Boyce was probably referring to was, where are the culverts on Range Land Road? He said there weren't any culverts put in.

Trustee Johnson added the typical policy has been for existing driveways that needed culverts that the GID identified, the GID has asked the property owner to purchase the culvert and the GID would install it. He said there was a Board policy regarding new developments and culverts.

- Trustee Otto said he had made a request for roadwork to be done on Wilcox Ranch and the intersection of Ironwood and Amy (Short) and also some work on Quaking Aspen regarding the ditches that were cut in recently. He said he got [an email] back from Trustee Dennis that he read into the record, as follows:

This roadway, Wilcox, was driven for inspection Tuesday, Feb 15. About 5 potholes were present and the roadway from Quaking Aspen over the bridge was somewhat rough but in acceptable condition.

The drainage on Quaking Aspen was likewise inspected, there were no noted issues with the exception that if one drives off the roadway and into a drainage way the clay could easily swallow a tire which is similar to many roadways on the Districts roads. Thank you for your inquiries.

In the future Wilcox Ranch Road is scheduled for class E base on the rough or more worn part down from Quaking Aspen.

Trustee Otto said when he read this, the first thing he wondered was who drove Wilcox for inspection? He said also if there were only five potholes on Wilcox, there would have been no way that he would have requested that Wilcox be graded. He said that was unbelievable to him to get a letter back that said that about that road. He said the ditches that were cut in on Quaking Aspen, he appreciated that being done because next time it rains, it won't wash in the road, but the way they were done, was by anybody who's done any roadwork in the past on their own stuff or whatever, would have said "holy cow" because it was a vertical cut - they are plumb vertical at the edge of the base, down. He addressed Trustee Patterson and said he had asked Trustee Patterson to look at those ditches and give him his thoughts on that road and Wilcox. He asked Trustee Patterson what was his opinion?

Trustee Patterson said he hadn't been out there yet; someone else went and inspected that.

Trustee Otto said Trustee Patterson laid it out on somebody else, and asked who did the inspection?

Trustee Dennis said he did the inspection, and said he asked Shawn and other people to look at it. He said it depended on your definition of a pothole; that his definition of a pothole was something you didn't want to hit with a vehicle. A rougher road, where it was more corrugated or gravelly, which was considerable in some areas, was not a pothole.

Trustee Otto said he never thought of even counting potholes.

Trustee Dennis said he did, and if you drive the speed limit, there was absolutely nothing on that road that was of any kind of obstruction to traffic.

Trustee Otto asked Trustee Johnson what his opinion was?

Trustee Johnson said he disagreed with Trustee Dennis; that Wilcox Ranch has been severely potholed now for two months. He said he thought a number of those potholes were of sufficient size that they could cause suspension damage to vehicles. He said he drives a truck and drives that road twice a day; he knows where the potholes are and he drives selectively. He said when he ran the Road Committee, he made sure before every major holiday that our major roads were freshly graded and smooth to facilitate holiday traffic. He said he actually made that request before Christmas. He said he found the riding characteristics of Wilcox unacceptable.

Trustee Otto addressed Trustee Patterson and said Trustee Patterson was on the Road Committee and he asked Trustee Patterson to look at this because they didn't want him talking to the Operations Manager or his help.

Trustee Patterson said he never said Trustee Otto could not call Shawn; anybody can call Shawn.

Trustee Otto stated Shawn doesn't want to talk to him; that Shawn has stated that he doesn't want to talk to Trustee Otto outside of a meeting atmosphere; so he can't call Shawn. He said Trustee Patterson was on the Road Committee and was responsible for this, too.

Trustee Patterson said Trustee Otto's request ... as a taxpayer, Trustee Otto was not denied any roadwork; the request was logged and it was made only about a week ago. Trustee Otto's request was on the schedule; nobody has denied that we're not going to go up to Wilcox and grade the road. He said he didn't get Trustee Otto's angst.

Trustee Johnson said he didn't want beat anybody up, he didn't want to throw blame. He said he would like to know that the grading and the fixing of Wilcox Ranch was on the schedule and would be done in a timely manner.

Trustee Dennis said it was on the schedule.

Trustee Otto said but the letter says "acceptable condition."

Trustee Johnson said as long as they fix it, he was fine. He said he did think the ditches on Quaking Aspen were not constructed in the most skillful manner he's ever seen.

Shawn asked if they wanted him to narrow the road a little more?

Trustee Dennis asked if they wanted to send in a trackhoe with a ripper and cut all that high area out where they could get a three-foot ditch through there?

Shawn said there's a phone line there.

Trustee Helton said there should be a 2-to-1 or a 3-to-1 slope from the edge of the road.

Trustee Johnson said at the edge of the road into the drainage swale should not be an over-steepened excavation; Trustee Helton agrees, Trustee Otto agrees, and he agrees. Are the ditches functional? Will they drain? Yes they will. He said he was not excited about the ditches on Quaking Aspen, but if you stayed on the road, you'd be fine.

Trustee Helton said this shouldn't be an argument like this turns into each time where ...

Trustee Johnson said we should strive to, at the edge of the aggregate base sections, make a more gentle transition into the invert of the drainage swale. In some of these cases, the blade was bladed to the outside edge of the drainage swale and at that point it cut a very steep little drop off into the drainage swale. He said again, he didn't get excited about it simply because if you stayed on the road, you wouldn't have a problem. In a perfect world there should be a more gentle transition.

Trustee Helton stated the ditches should be fixed because if somebody drives off there and comes back on, they would roll the vehicle; the ditches were dangerous. We are here to make the roads safe. So if that ditch comes down to a 2-to-1 and then goes up the back slope at a 2-to-1, like all of us who have graded for 40 years do, and this wasn't against Shawn; some of us have done it for a long, long time and some of us haven't. He said that when Shawn did the steep cut, there were some boulders that rolled out and those were still there, right on the edge of the road.

Trustee Dennis said he didn't see any boulders.

Shawn said the whole road was boulders.

Trustee Helton said he agreed, but what Shawn needed to do was go back there and hit the ditch ...

Shawn said he did that on a bunch of them, believe it or not.

Trustee Helton said but on Wilcox Ranch, there were quite a few of them there on some of the inside turns. If somebody hits those, we're going to be sued. He addressed Trustee Dennis and said he was surprised that Trustee Dennis sees something like that ... he knew that Trustee Dennis doesn't know roads, but should know as a person on the Road Committee.

Trustee Dennis said there was a perfect way of doing something, which can take a significant ...

Trustee Helton interjected and said that was the easy way out; you should know how ...

Trustee Dennis said no it wasn't, that Trustee Helton talked about five different things here ...

Trustee Helton said Trustee Dennis should get a picture of how to do a road then. He said he wasn't attacking Trustee Dennis on it.

Shawn interjected and said here's the way he looked at the ditching on Quaking Aspen; this is what he saw. He said he cut a ditch. You see all those telephone poles, right? There's only so much ... he rebuilt that road three years ago from nothing. He addressed Trustee Otto and said Trustee Otto told him three years ago that there was a lot of rock.

Trustee Otto agreed and said that's when Shawn had widened the lower part of Quaking Aspen.

Shawn said as far as that was concerned, as he was widening that, because he was basically trying to get that "squiggly" line out, and if he was to cut and try and make that 2-to-1 that they wanted, how narrow would that road be now? It would have been narrowed in.

Trustee Helton said Shawn actually took some of the road by doing it the way he did; Shawn took about six inches by cutting that way into the road.

Shawn disagreed and said he tried to stay in the old ditch; that was where he thought he was.

Trustee Johnson said there was nothing magic about the ditch alignment; you can do a 2-to-1 from the shoulder of the base, down, and if that ditch gets kicked out a foot further, so what?

Shawn said except for the downhill side; there wasn't a lot of room there with that hill.

Trustee Johnson said on the downhill side, Shawn needed to be looking for ways of getting that water off.

Shawn said there was a phone line right there; there's a half a mile.

Trustee Dennis said the road goes flat, and most of the road, for at least a quarter of a mile, the terrain drains right onto the road. In some parts it comes down fairly steep. The question he had for the Board, that's a very rocky, clay road through there and if we're going to have a drainage swale that works with the grades that were crested at 2-to-1 or less coming off the roads, they needed to significantly increase the drainage area to the upside of that hill so that they could keep the roadway and the slopes off of the road.

Shawn said they were not talking about that section; they were in the lower section.

Trustee Dennis said he didn't bring his pictures with him; that he had taken a bunch of pictures so that they could look at this. He said he didn't think it was that big of a deal because the road will drain and we didn't cut that much into the road, so we still have a fairly decent roadway section there. It certainly was a lot better than what we had. He said it looked to him like he needed the CAT and rippers to go out there, but then ...

Trustee Helton said it was just grader work.

Trustee Johnson agreed; it was just simple grader work.

Shawn said it was; he still cut a ditch without an excavator.

Trustee Helton said there was now a ditch created on the downhill side.

Trustee Dennis said he would have Trustee Johnson take him up there and give him a lesson on his ideas and what would be the proper way to do it.

Trustee Helton said he would go with Trustee Dennis; that he's done the roads out here for 40 years and he was pretty good at it.

Trustee Johnson asked Trustee Dennis to go with Trustee Helton.

Trustee Dennis said that was fine.

Trustee Helton said he thought we had an issue, that this Road Committee, he didn't know how it gets formed, but you are talking about 70 years of grader experience between himself and Trustee Otto, yet Trustee Dennis and Trustee Patterson were the two on the Road Committee. He said we don't even get to say a word except at this meeting. The plans that the Road Committee makes are without them.

Trustee Patterson said he didn't know that they had made any plans.

Trustee Helton said they agreed on how that road was graded.

Trustee Patterson said no, no, no.

Trustee Helton said Trustee Patterson never went and saw it.

Trustee Patterson said the way he saw it was, they were on the Road Committee and they have a crew. Since he's been on the Road Committee, and it's been a little over a year now, there was no request that had come from a taxpayer that the crew hadn't taken care of.

Trustee Helton said that was not what he was talking about.

Trustee Otto said except this request he had submitted.

Trustee Patterson said Trustee Otto's request was just made a week ago, and it's going to get done.

Trustee Otto referred back to the email he received from Trustee Dennis that stated Wilcox Ranch Road was in "acceptable condition" and that didn't say they were going to handle it and the email also stated there were "no noted issues" and that didn't say they were going to handle it either, did it?

Trustee Helton asked how the Road Committee was formed?

Trustee Dennis said the President selects the Road Committee.

Trustee Otto said so the President selects one other person.

Trustee Johnson said there was no Board policy on how the Road Committee is selected. He said he formed the first Road Committee because he didn't like what was being done. He said he had Road Committee meetings every Monday morning and he gave specific direction to the Operations Manager. He said they had personnel problems before and that individual was gone. Shawn came onboard and Shawn has great initiative, has great desire, has great ideas; he is not as skillful an operator as Trustee Helton is. Shawn does not have the many decades of experience that Trustee Helton has. He said he would like to see Trustee Helton's input into this. The problem at this point was the President would have to agree and appoint Trustee Helton, and the other thing was, he really thought the Road Committee needed to meet more than once a month.

Trustee Otto agreed.

Trustee Johnson said he went over every maintenance request every Monday, and they discussed those requests and laid out a course of action on a weekly basis.

Trustee Helton said he thought they were there again; they had more traffic ...

Trustee Patterson said he did not disagree with Trustee Helton, but if Trustee Dennis chooses to bring someone on different than himself, he would not pound on the table, but he thought as elected officials, their job was to serve the taxpayers and that's what they do. He said meeting more than once a month, that's great if that was Trustee Johnson's opinion, but he was not seeing a bunch of people coming to these meetings or seeing a bunch of road requests where they're pounding the table in front of us; so that tells him that this Board was doing its job, and the crew was doing their job; he wasn't going to over think that.

Trustee Johnson said Trustee Patterson better.

Trustee Helton said he thought Trustee Patterson was over thinking it. He said he agreed with Trustee Patterson; that people are not coming here to complain, they realize there's a lot of work out there to maintain the roads, but efficiency was important and it doesn't take much to make things go a little bit better; a little input here and there.

Trustee Patterson said he didn't disagree.

Trustee Johnson said none of the drainage improvements that have been done throughout this valley came on the basis of a maintenance request from anybody. It was primarily himself, later it was Trustee Dennis. He said also with Shawn's input; that Shawn had put in dozens of culverts in the last few years; those didn't come from maintenance requests. The Road Committee needs to drive roads and talk to people; he wasn't saying they don't, but when you have the level of expertise that sits on this Board, it would be pretty wonderful if Trustee Helton was on the Road Committee. He addressed Trustee Helton and said that comes with a responsibility to show up for those Road Committee meetings.

Trustee Dennis asked that Trustee Helton meet with him to go over some of the road issues Trustee Otto talked about and maybe he could learn what a pothole is.

George Boyce said he kind of disagreed with their grading philosophy, because if you look at Range Land ...

Trustee Dennis interjected and said they weren't done with Range Land, yet.

Mr. Boyce said when they are grading a ditch, they were not grading the ditches deep enough on the north side. He said the way he saw it, on the north side where he took all the weeds out, you can see where people are making "U" turns on the dirt. He said if the ditch was deeper, they wouldn't be making "U" turns in front of his property.

Trustee Dennis said that's the perfect swale; it was very gentle so that they could make "U" turns on it, and so if they crash and burn off the road, nothing happens; wasn't that wonderful?

Mr. Boyce said it was not, because that was where you break down the edge of your road.

Trustee Dennis asked Mr. Boyce if he would recommend a slightly steeper drainage ditch along that roadway.

Mr. Boyce said yes, so that people can't make "U" turns.

Trustee Dennis said we just got steeper ditches and 2-to1 ditches. He said he appreciated everybody's comments on this.

Trustee Otto asked if Trustee Dennis only wanted two Trustees on the Road Committee?

Trustee Johnson and Cathy both said you can only have two Trustees on a subcommittee; you can't have a quorum.

Trustee Otto said if Trustee Helton comes on, would Trustee Patterson be off?

Trustee Dennis said he didn't say that Trustee Helton would be on the Road Committee; that he said he would meet with Trustee Helton regarding the issues with the roads.

Trustee Otto said he would like to see Trustee Patterson replaced or Trustee Dennis replaced or both replaced, because their judgment was not up to par on how roads should look.

Trustee Dennis said he didn't think Trustee Otto's judgment was up to par either; that he has watched Trustee Otto do grading, and he was not impressed by Trustee Otto's grading work at all, ever.

Trustee Otto asked if Trustee Dennis would let him finish? He said oh that was really nice, thank you; that was quite a dig. He said he was personally not happy with Trustee Patterson's work; that Trustee Patterson said when he first started the Road Committee position, that he wanted to get a handle on things and it's been 14 months now, and in Trustee Otto's opinion, if Trustee Patterson can't get out there and look at the roads when even another Board member asks him to, that Trustee Patterson shouldn't be on the Road Committee. He said if Trustee Dennis feels that these things that he requested, one of them was it's in "acceptable condition" and the other thing, there were "no noted issues"; that's poor judgment in his mind. He asked Trustee Helton if he agreed.

Trustee Helton said he agreed.

Trustee Otto said there were two Trustees that felt that way.

Trustee Dennis said he did not agree with Trustee Otto; it was real simple, we'll discuss this later; that he offered to take the time to meet with Trustee Helton in the field. He said he could only meet with one or the other or both of them separately.

Cathy explained that they can't meet separately; that would be considered a serial quorum.

Trustee Otto said they had three Board members who didn't feel that Wilcox was in acceptable condition, and this wasn't addressed properly.

Trustee Dennis said Trustee Otto didn't have to put up with the potholes in Range Land for a year.

Trustee Otto said regardless of what Trustee Dennis was comparing it to, he was talking about these particular things; that Trustee Dennis always wanted specifics.

Trustee Johnson interjected and stated Wilcox Ranch was on the schedule to be regraded and filled. He said he did want to see Trustee Helton on the Road Committee and requested this item - Makeup of the Road Committee - to be on next month's agenda.

Trustee Otto said if they needed another Trustee on the Road Committee, that he would volunteer.

b. Operations Manager's Report:

[Operations Manager's Report - Period 01/17/2022 to 02/13/2022 (see attached)]

- Shawn stated when he went and did some of those ditches, he also did some skim filling because a lot of it was "chunking." He said we might have had a couple of warm days, but for the majority, when he got to the yard, it was 14 degrees. Our roads have been very frozen; he tried to grade Lost Spring and as he was grading, it just "chunked."

Trustee Otto said it has frozen a couple of times; Shawn could wait until 9:00 and it's thawed.

Shawn said really, you think so?

Trustee Otto said yes; he works it every day.

Shawn said what if it didn't [thaw]? He talked about Range Land Road, and said the north side of the road was frozen solid, and the other side, they sunk into mud. He said when he started grading at Grey Van, it chunked into pieces the size of the wheel of the grader. He addressed Trustee Otto and said it wouldn't happen; you don't believe it, but it's true.

Trustee Otto said yes, it could happen there, sure, and in certain instances you can go around and look for it.

Shawn asked Trustee Otto if he didn't think any of the roads on the west side of Pyramid that he starts to grade, can't be chunking? That he just made it up?

Shawn said he thought in the last three or four months, the only [road maintenance] requests they have had, have come from Trustee Otto's family.

Trustee Otto said so what?

Shawn asked, so why aren't the rest of [the residents living out here] complaining about our roads?

Trustee Johnson said he called Shawn before Christmas.

Shawn said he knew that and understands; forget all that. He said they were supposed to talk about budgeting for Class E. He explained he was going to cover Wilcox from the "S" turn/the big culvert to beyond the "S" curve that's past Quaking Aspen ("Charlie's curve"). He said he was going to need that money budgeted. He said we were supposed to discuss how much money was to be budgeted for Class E tonight. He said there had been some discussion about taking money from capital outlay to spend on chip seal, but they could not discuss that right now.

Cathy explained there was still \$49,000 plus left in the Class E budget, which has been held back.

Shawn said then they could get Wilcox done in the next week or two, as long as he could get trucking. He explained he could use trains up to Quaking Aspen Road.

- Trustee Otto said so the ditches weren't froze on Quaking Aspen when Shawn did that [ditching].

Shawn said on one side he was sinking in the mud, and the other side ... He asked Trustee Otto if he didn't see the ditch that was going down?

Trustee Otto said he did not [inaudible].

Shawn addressed Trustee Otto and said he could not do anything right with Trustee Otto, so he wasn't even going to try and attempt it.

Trustee Otto said Shawn didn't need to act like that.

Shawn said he did, because that was the way Trustee Otto was treating him.

Trustee Otto said he would point out something here. He said we've asked, probably a dozen times, not to spend time and money cutting a ditch on the edge of a road where the adjacent property dropped off lower than the road, and we still got that on Quaking Aspen that Shawn did just the other day.

Shawn said the majority of that, from the turn by the pump house up, or was Trustee Otto talking about down from there?

Trustee Otto said up and down.

Trustee Dennis interjected and told Trustee Otto he needed to be specific; that if Trustee Otto was going to bring something up, Trustee Otto had to do his homework and state exactly what he wanted.

Shawn said he was trying to make a point not to leave a ditch.

Trustee Dennis said when he was out looking at Quaking Aspen, there are still large sections of Quaking Aspen Road that are lower than both sides of the road. So, if you're wanting to get the water going downhill on one side, you're going to have to raise Quaking Aspen up sufficiently so that the water will go that way.

Trustee Helton said Quaking Aspen doesn't have any areas [inaudible].

Trustee Dennis said he would show Trustee Helton when they meet out there.

Shawn said he thought what Trustee Helton was referring to was on that south side ...

Trustee Dennis said he was talking about the north side.

Shawn said that was not what Trustee Helton was talking about; that when he went down on that side, he cut a ditch, a retaining wall in essence, and sometimes with the way the road was acting, there was a windrow; when he came to telephone poles and he was on that side of the ditch, he had to come on the road because there was no room.

Trustee Otto said that was not what he was talking about. He said he was talking about where the adjacent property was lower than the road.

Shawn asked what adjacent property was this?

Trustee Johnson asked that this discussion be ended.

Trustee Dennis agreed.

Trustee Otto said he has talked about it over and over; still doing it, wasting money.

Trustee Dennis said Trustee Otto was of his opinion and that's it. Trustee Otto says these things as generalities and they're not sometimes.

Trustee Helton said Trustee Otto was a voted-in person.

Trustee Dennis said he didn't care; he didn't have to agree with Trustee Otto.

Trustee Helton said this was ridiculous having to listen to this.

Trustee Dennis said he was voted in also.

Trustee Helton said exactly, so he didn't understand why all this arguing and fighting goes on like this. It's ridiculous.

Trustee Johnson said it was, in one respect, until you got to the conduct of the individual.

Trustee Helton said that's true, but it goes both ways; when there's anger like there is right now between two parties, it's just ridiculous.

Trustee Johnson said he should go out and get his phone so he could read the text he received from Trustee Otto ...

Trustee Helton interjected and said he thought he received that text, too.

Trustee Johnson said the last comment in that text from Trustee Otto was, "That's what we get for hiring a truck driver."

Trustee Otto said that wasn't exactly what he said.

Trustee Johnson asked how do you think Trustee Otto was going to be received?

Trustee Otto said that was not what he said; that Trustee Johnson was taking it out of context.

Trustee Johnson asked if Trustee Otto wanted him to go get his phone and read the text?

Trustee Helton said when he did what Shawn does, there were times he wasn't able to be at the meetings because of the arguments; he said it would make him mad.

Shawn said he was ready to call in; he was tired of being here.

Trustee Helton said constructive criticism and attacks are two different things. We were getting way out there.

Trustee Patterson said part of what we're seeing here and his feeling was, some of the diatribe at the table here, if somebody wants to bring up a point, that's great, but the debate really should be if somebody has some issues, it should go with the crew and the Road Committee to discuss it and report back to the Board the next month.

Trustee Otto said that was Trustee Patterson's opinion.

Trustee Helton said he thought the Board should talk about it and debate it, and the Road Committee should do road repairs. We should debate the things we're talking about; that's why there are five Board members.

Trustee Patterson said that's different than any public meeting he's ever attended then, because [these meetings] should be for the general, monthly business of the GID; that's what a public meeting is. The Road Committee and the crew should deal with some of these things that are being brought up tonight. He said that was why, when Trustee Otto called him, he took notes and then when you go talk to the crew, out of this forum where it's heated, then you can calmly discuss some of these issues and come to a resolution.

Trustee Helton asked Trustee Patterson if he thought that the other Trustees who are not part of the Road Committee, should not bring up these issues?

Trustee Patterson said no, you can bring them up, and then it goes outside the forum. He didn't think this was the place to have a debate outside the general ...

Trustee Helton interjected and said this was the place, and that was why we have a forum.

Trustee Dennis said the problem we had was when Trustee Otto got talking about a specific area, no one else could really grasp the picture Trustee Otto had in his mind about what the issues were, and maybe he should have been more careful with regards to Trustee Johnson's idea of a rough road and his own idea of a pothole in a rough road and Trustee Otto's. He said he remembered it used to take an hour to drive up Quaking Aspen Road to Trustee Otto's house (formerly owned by Trustee Dennis' dad), and now we have veritable freeways going up there, and we're still not happy with what's going on. He said we've come a long way, but we're impressing our voters and constituents that we're at each other's throats, and sometimes, maybe we are, but we shouldn't be, and how we get around that was what Trustees Helton and Patterson were both talking about.

Trustee Otto said he thought he was hitting with constructive criticism and analysis; not really trying to criticize.

Trustee Johnson said not when Trustee Otto ended his text with, "That's what we get for hiring a truck driver."

Shawn said or go to churches and complain about the crew.

There were several people talking over each other, and Trustee Dennis said let's not go there.

Trustee Otto said it was okay for them, but not for him.

Trustee Helton said we're not supposed to say what somebody texted, because then we're just creating hard feelings.

Trustee Otto said that's what Trustee Johnson wanted to do.

Trustee Helton said the anger that was there that Trustee Johnson stated was true, but saying everything out in the open, wasn't a good idea.

Trustee Johnson said he thought it exposed the motives.

Trustee Helton said it definitely touches on the nerve.

Trustee Otto said just to correct this, he said in his text, “If you’re going to hire truck drivers to do this type of work, they need to be trained.” He said that’s what he said.

Trustee Johnson said that was not what Trustee Otto said.

Trustee Otto said and then at the end, he said, “It goes in one ear and out the other.”

Trustee Dennis said Trustee Otto had a disagreement twice with someone here.

c. Status of Range Land Road Project:

Trustee Dennis stated he was very impressed with Chuck and Shawn’s work on this project. He said we brought in [belly-dump] trains; they were not completely done, they haven’t cleaned up the ditches yet and some other things. He said there was mud and some frozen areas, but they were able to import the material, get it down, and it was “bullet-proof” as far as he was concerned. Excellent job on that and he thought it would work long into the future. He added that if we get a couple more dry, sunny days, he thought the road would harden up because the material that was put down was still a little bit on the moist side.

Trustee Dennis said he would love to see that put down on other roads, like Quaking Aspen. Maybe we’ll get money from the Microwave users or do some things where we get some really decent road base in there because, first, it makes such a huge difference in creating a subbase where our roads hold up really good. Secondly, the roads are easier to maintain so that we spend less time, less money on keeping roads in good shape. The whole idea of why they looked at chip seal and Class E, was to improve roads to where they did not have to go back on a weekly or monthly basis and regrade these roads, and he thought we have been highly successful. We could argue about when we should have regraded a road, like Wilcox Ranch, but it’s a significant amount of time before we have to go back and regrade some of these roads. Some of the things that we argue about, maybe we shouldn’t, because we are making good progress on how we’re maintaining the roads. Our crew is trying and the Board members are trying to give us the best input they can and we need to move forward with that attitude.

George Boyce asked if potholes formed in that road, were they going to grade it?

Trustee Dennis said why not?

Mr. Boyce replied if they did grade it they would have the same situation that they had before where they pushed all the stuff up into piles on the side.

Trustee Dennis explained from Rebel Cause Road to Grey Van Road they have regraded the road one or two times and the gravel that gets pushed off to the sides of the road had been regraded, put back on the road, and compacted, and it has worked very well. He suggested that Mr. Boyce look at that section of Range Land Road, and he could compare that with what the future will be for section that was just covered.

Shawn expanded on that and said on that section of road between Grey Van and Rebel Cause, when they have had a season of “dusting” and all that gravel went off

to the shoulders, when they brought that gravel back onto the road, it comes apart quickly because it's just gravel, there are no fines to bind the gravel.

Cathy said that's where the mag-chloride helps.

6. **Old Business:** None

7. **New Business:** None

8. **Judicial/Government Affairs:**

a. **Status of Request for Funding Quaking Aspen Road Repairs from NOAA and Possibly Other Virginia Peak Communications Site Users:**

Cathy stated she gave some information on this matter to Trustees Dennis and Patterson, and Louie Test. She proposed to have this item removed from the agenda until there was something to be reported.

Trustee Dennis agreed, and asked if the Trustees had any problem with removing this item until there was something to bring back to the Board.

No problems were voiced.

9. **Calendar Review:** Cathy Glatthar reviewed the upcoming items:

- Cathy will notify the Department of Taxation about the decision to have the tax rate remain as is by February 21st.
- The finalization of the Tentative Budget will be agendized for the next meeting.
- Next month's meeting will be on March 17, 2022.

10. **Correspondence:** None

11. **Public Comment:**

Jim Currivan stated sitting here in the audience as a constituent, he didn't want to hear all the back and forth, and what do other members of the public who attend these meetings think about the Board? You have your Road Committee meetings and if you have a disagreement there, iron it out and then come back. He said he also proposed or to think about working on somebody's road that was within 1,000 feet or a half mile of their residence, they don't get to be in the equation. He said that cuts out any possible conflict of interest or the perception of a conflict of interest.

Trustee Dennis 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 reiterated that he wanted the following item on next month's agenda: Makeup of the Road Committee.

Trustee Dennis asked if they wanted to formalize the Road Committee or did they just want to say who would be on the Road Committee, as an informal approach?

Cathy said there was no written policy specifically for the Road Committee. She explained the only written policy for subcommittees was there could not be more than two Trustees on that committee or they would have to hold a public meeting.

Trustee Johnson said the Road Committee was just that, another Board subcommittee.

13. **Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:58 p.m.

2022 ELECTION INFORMATION

2022 List of Offices up for Election in Washoe County

Palomino Valley General Improvement District

3 Seats, Two 4 Year Terms and One 2 Year Term

- Incumbents - Greg Dennis & Larry J Johnson - 4 year term seats
- Incumbent - Dan Helton (appointed 6/21/21; must run in 2022 to fill the remainder of the term ending in 2024)

2022 Candidate Filing

Filing for any office wholly contained within Washoe County can be completed at the Washoe County Registrar of Voters office located at 1001 E. 9th Street, Building A, Rm 135A, Reno, NV 89512.

- Please bring your photo ID that reflects your current residence address with your filing fee (NO filing fee for Palomino Valley GID) and allow approximately 20 minutes to complete the filing process.

Candidate Filing Periods

Non-Judicial Candidate Filing Period:

March 7, 2022 - March 18, 2022 (by 5:00 p.m.)

Additional Information for Candidates - Candidate Report Filings Deadlines

<https://www.washoecounty.gov/voters/elections/additionalinformationforcandidates1.php>

Candidate Contribution and Expense Reports

All candidates for elected office in Nevada are required to file Campaign Contributions and Expense (C&E) reports with the Office of the Secretary of State. Candidate C&E Reports are filed four times a year during an election year and then annually for seated officials.

C & E Report #1 Due	April 15, 2022 (for period January 1 to March 31)
C & E Report #2 Due	July 15, 2022 (for period April 1 to June 30)
C & E Report #3 Due	October 15, 2022 (for period July 1 to September 30)
C & E Report #4 Due	January 15, 2023 (for period October 1 to December 31)

For more information on reporting requirements or using AURORA to file:
<https://www.nvsos.gov/sos/elections/candidate-information/campaign-finance-reporting-requirements>

Candidate Financial Disclosure Statements (FDS)

Non-Judicial Candidate Financial Disclosure Statements due 10 days after the end of candidate filing: March 28, 2023. All non-judicial candidates will file an FDS with the Secretary of State's Office. For more information: <https://www.nvsos.gov/sos/elections/candidate-information/campaign-finance-reporting-requirements/financial-disclosure-statements>

Annual Financial Disclosure Statements

Annual Financial Disclosure Statements are due no later January 15th and covers the preceding calendar year.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF February 14, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of February 14, 2022 - Almost CD #5010	509,861.75
	Balance as of February 14, 2022 - A/P / General Ckg #4179	537.35
	Balance as of February 14, 2022 - Payroll #4430	17,000.00
	Balance as of February 14, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	<u>527,799.10</u>

<u>Wells Fargo - Almost CD #5010</u>	Balance as of January 17, 2022	505,231.58
Income for the Month		
Ad Valorem/Property Tax	58,556.49	
Consolidated Tax (CTX)	43,020.72	
LGTA/Fair Share	3,480.61	
Other Income	<u>0.00</u>	
TOTAL	105,057.82	
Interest Income	4.45	105,062.27
Transfer to Wells Fargo #4179	(33,000.00)	
Transfer to Wells Fargo #4430	(67,432.10)	<u>(100,432.10)</u>
	Balance as of February 14, 2022	<u>509,861.75</u>

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of January 17, 2022	577.51
Transfer from Wells Fargo #5010	33,000.00	
Interest Income	0.02	33,000.02

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9955	1,819.57	Secretarial Services \$1,343.51, Accounting/Financial Work \$358.75, Office Supplies \$117.31	
Flyers Energy	9956	2,198.57	Fuel	
Hoffman & Test	9957	640.00	December 2021 Retainer \$400.00, Additional Work \$240.00	
Pyramid Business Services	9958	969.41	Monthly Bookkeeping, Payroll, W2's and 1099's	
Teichert/Pyramid Materials/WNM	9959	<u>27,412.63</u>	Class E for Range Land Road 4,614.92 tons	
TOTAL		33,040.18		<u>(33,040.18)</u>
			Balance as of February 14, 2022	<u>537.35</u>

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 02/17/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of February 14, 2022	527,799	
Additional Revenue Expected Through August 15, 2022	365,393	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022		893,192
LESS Average Monthly Expenses (\$30,000) x 6 Months	-180,000	
LESS: Capital Outlay FY21 Carryover (\$91,537 - \$2,254 = \$89,283);		
Capital Outlay FY22 (\$150,000 - \$7,534 - \$45,100 - \$5,000* = \$92,366);		
*Capital Outlay - \$5,000 for 2 Pickup Trucks from TMFire (Pending);		
Range Land Road Project \$70,000 - \$27,413 = \$42,587;		
Unexpected Repairs (\$5,000/mo x 6 months);		
Workers' Comp \$1,473 (May) & \$1,800 (Aug);		
Insurance \$10,000 (July); Class E \$125,423 - \$75,551 = \$49,872	-317,381	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022		-557,381
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022		335,811

Additional Revenue Expected Through AUGUST 15, 2022:

From 2021/2022	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
320,000	320,000	Ad Valorem	Mar '22 thru Aug '22	76,403
567,000	540,000	CTX	45,000 x 6	270,000
38,000	38,000	LGTA	3,165 x 6	18,990
925,000	898,000			365,393

	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues
--	----------------	--

MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	16,498	502	
Other (non Road Maint)	13,000	10,289	2,711	
	30,000	26,787	3,213	
Capital Outlay		45,100	A/P Acct Exps	33,040
Road Maintenance		28,585	P/R Acct Exps	67,432
TOTAL EXPENSES		100,472		100,472

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 2/14/22, Actual Revenue was LESS Than YTD Estimated By:

-\$1,211.83

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
March	0.00			
April (21%)	67,200.00			
May	0.00			
June	0.00			
July (2%)	6,400.00			
August	0.00			
	320,000.00	243,597.32	-76,402.68	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
March	45,000.00			
April	45,000.00			
May	45,000.00			
June	45,000.00			
July	45,000.00			
August	45,000.00			
	540,000.00	265,740.18	-274,259.82	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
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	24,860.67	-13,139.33	

CAPITAL OUTLAY					
EQUIPMENT, VEHICLES, & STRUCTURES/YARD IMPROVEMENTS					
By Cathy Glatthar as Reviewed by the Road Committee					
FY 2021 BUDGET ALLOCATIONS AFTER JUNE 17, 2021 MEETING					
Priority	Item Description	Upper-end cost to purchase	Lower-end income from sale of old item	Estimated/ Net Cost	
Capital Outlay Balance as of June 17, 2021					\$91,537
1a	Building Option: Office Trailer remains as is, hookup water and sewer systems	Project completed Dec 2021 Actual Cost =		\$2,254	-\$2,254
Balance remaining					\$89,283
2	Water Truck (would sell 2005 Int'l water truck)	\$60,000	(\$30,000)	\$30,000	-\$30,000
3	Water Tank (would replace the tank on the 1995 Peterbilt water truck) (Cost updated 9/2021 from \$24,000 to \$30,500)	\$30,500	(\$500)	\$30,000	-\$30,000
Balance to go into a Maintenance Building Fund					\$29,283
PROPOSED ALLOCATIONS OF REMAINING FY22 BUDGET - FOR THE FEBRUARY 17, 2022 MEETING					
Capital Outlay Budget for FY22					\$150,000
	Wayside Well Major Repairs on 8/23/2021 (Including lowering pump)	\$7,534	\$0	\$7,534	-\$7,534
4	Two (2) Pickup Trucks from TMFire (Pending)	\$5,000	\$0	\$5,000	-\$5,000
6	Grader (would sell John Deere 670 grader - anticipate \$20,000 proceeds, but not sold as of 2/17/2022 meeting)	\$45,100		\$45,100	-\$45,100
Balance remaining					\$92,366
Added 9/16	Elevated Tank for Ironwood-WTFS	\$35,000	\$0	\$35,000	
1b	Maint Bldg (\$125,000 less bldg fund \$29,283 fr above)	\$95,717	\$0	\$95,717	-\$95,717
4	Pickup Truck to replace 1983 Ford welding truck	\$15,000	\$0	\$15,000	
5	Tilt Bed Trailer (would sell Zieman tilt bed trailer)	\$20,000	(\$4,000)	\$16,000	-\$16,000
Balance remaining					-\$19,351
PROPOSED FY23 BUDGET AND ALLOCATIONS					\$175,000
Balance remaining from FY22 plus FY23 budget					\$155,649
7	Excavator	\$75,000	\$0	\$75,000	-\$75,000
8	Loader (would sell 1990 Case loader)	\$60,000	(\$15,000)	\$45,000	-\$45,000
TOTALS		\$345,817	(\$19,000)	\$326,817	-\$9,451
9	Hot Patch Program Equipment: (Postpone)				
	Paver	\$30,000			
	36" smooth-drum roller	\$15,000			
	Trailer for roller	\$10,000			
	Tack pot	\$15,000	\$70,000	\$0	\$70,000

PALOMINO VALLEY GID BUDGET WORKSHEET FY2022-2023

#1 - February 17, 2022 Meeting

By Cathy Glatthar, Assistant to the Board

	Actual July 1, 2021 to Dec 31, 2021	Final Budget FY22	Estimated at 6/30/2022	Proposed Tentative Budget FY23
Beginning Fund Balance (7/1/2021)		347,468	509,261 (Actual)	440,690
Income				
Ad Valorem	185,617	319,934	319,934	350,000
CTX Consolidated Tax	177,465	567,465	567,465	628,356
LGTA (Fair Share)	14,533	38,000	38,000	40,000
Interest Income	19	100	100	100
Other Income-FEMA Reimbursement	0	20,000	20,000	20,000
Total Income	377,634	945,499	945,499	1,038,456
TOTAL INCOME & FUND BALANCE	377,634	1,292,967	1,454,760	1,479,146
Expenses - Public Works				
Salaries & Wages				
Employee Compliance Expenses	0	100	100	100
Insurance-Workers' Comp	2,833	7,000	6,000	6,500
Payroll Direct Deposit Fees	91	300	400	600
Payroll Taxes	1,167	3,500	2,500	3,500
Salaries & Wages/Regular	66,672	145,000	138,000	150,000
Salaries & Wages/Seasonal	825	15,000	2,500	25,000
Total Salaries & Wages	71,587	170,900	149,500	185,700
Employee Benefits				
Insurance-Employee/Medical	15,478	40,000	32,000	40,000
PERS Employer Paid Expense	15,828	36,000	32,000	36,000
Total Employee Benefits	31,306	76,000	64,000	76,000
Services, Supplies, Other Chgs				
Accounting Services	8,745	22,000	20,000	22,000
Advertising	0	500	300	500
Audit	11,145	11,100	11,145	11,500
Equipment Maintenance Expense	21,663	30,000	35,000	30,000
Equipment Non-Depreciable	636	1,000	2,000	2,000
Equipment Rental	0	5,000	0	5,000
Fuel & Oil	15,123	35,000	35,000	40,000
Insurance-Liability/Auto/Equip	0	11,000	11,000	12,000
Legal Fees	3,525	6,500	6,500	8,000
Licenses and Permits	0	1,500	700	1,000
Office Supplies	587	1,500	1,200	1,500
Operating Supplies	1,879	3,000	4,000	5,000
Public Relations	0	250	250	250
Road Maintenance	168,948	683,592	500,000	817,221
Secretarial Services	8,770	18,000	18,000	20,000
Signs	162	1,000	500	1,000
Telephone	686	450	1,300	1,500
Utilities				
Electric	884	2,400	3,000	3,400
Restroom Rental	779	1,700	800	0
Waste Removal	190	1,000	800	1,000
Subtotal Servs, Supps, Oth Chgs	243,722	836,492	651,495	982,871
Other Income/Expense				
Other Income				
Cash Rewards	589	500	1,000	500
Total Other Income	589	500	1,000	500
Other Expense				
Cash Rewards Annual Fee	0	75	75	75
Total Other Expense	0	75	75	75
NET OTHER INCOME	589	425	925	425
Total Servs, Supps, Oth Chgs	243,133	836,067	650,570	982,446
Capital Outlay	9,699	150,000	150,000	175,000
TOTAL EXPENSES - PUBLIC WORKS	355,725	1,232,967	1,014,070	1,419,146
NET ORDINARY INCOME		60,000	440,690	60,000
Ending Fund Balance		60,000	440,690	60,000
		1,292,967		1,479,146

Proposed
Budget FY23

Beginning Fund Balance	440,690
Ad Valorem	350,000
CTX Consolidated Tax	628,356
LGTA Special (Fair Share)	40,000
Interest Income	100
Other Income-FEMA Reimbursement	20,000
TOTAL INCOME & BEGINNING FUND BALANCE	<u>1,479,146</u>
Salaries & Wages	185,700
Employee Benefits	76,000
Servs, Supps, Oth Chgs	982,446
Capital Outlay	175,000
Ending Fund Balance	60,000
TOTAL EXPENSES & ENDING FUND BALANCE	<u>1,479,146</u>

REVISED
LETTER OF ENGAGEMENT
February 1, 2022

Palomino Valley General Improvement District
9732 Pyramid Hwy #407
Sparks, NV 89441

Dear Board of Trustees:

As you are aware, my husband and I will be moving back east by the end of March 2022. The search for my replacement is in process, but may prove difficult to fulfill within the time frame. I would like to propose that I continue to do many of the tasks I currently perform while working from my new home on the east coast.

I have been charging \$25 an hour for the secretarial services that I have provided for over 10 years and I would like to request that be raised to \$30 an hour. Furthermore, I ask that my rate for financial services be increased from \$35 an hour to \$40 an hour.

Also, my husband, John Glatthar, set up and has maintained the PVGID's website on a volunteer (unpaid) basis since its inception in 2011. At this time, we respectfully ask that he be paid \$75 per month to maintain the website (this does not include charges for domain name or website hosting). The monthly charge would be included on my invoice, and we ask that the Board approve this retroactively to my January 17, 2022 invoice (for December 13, 2021 to January 16, 2022).

Respectfully yours,



Cathy Glatthar

The terms, as outlined above, are hereby agreed to upon an affirmative vote of a quorum of the Board of Trustees on February 17, 2022.



Signed by: Greg Dennis, President

Date: Feb 17, 2022

PVGID OPERATIONS MANAGER'S REPORT
Report Period 1/17/2022 to 2/13/2022
ATTACHMENT: 2/17/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Lost Spring: Roads are still too frozen! Dirt just wants to chunk and then doesn't want to spread evenly.
2. Range Land: Peak to Winnemucca - Smooth for trucking.

OTHER ROAD WORK:

1. Ironwood: Clean culvert near #460
2. Amy South: Ditch and escape work
3. Crazy Horse: Ditch and escape work
4. Yellow Tail: Ditch and escape work
5. Chantry Flats: Ditch and escape work
6. Wilcox Ranch: Quaking Aspen to Mid - Ditch and escape work
7. Mid Rd: Ditch and escape work
8. Quaking Aspen: Wilcox to O'Hara - Ditch and escape work
9. Range Land: Do some prep work for project, Pull ditches. North side still wet, South side still frozen. Spread 4614.92 tons of Class E from cattle guard to Peak

OTHER:

1. Office work
2. Road committee meetings
3. GID Meeting
4. Post Agenda
5. Road Surveys
6. Town for parts
7. Misc. Yard work
8. Cattle Guards for Range Land Road - Rebuild
9. Bar None Auction: Preview Equipment. Purchase 772D Motor Grader.

EQUIPMENT:

1. 97 Vactor: Rodder hose broke. Took hose to town; purchased and installed new coupler.

REGULAR MEETING

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

Thursday, March 17, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:01 p.m. Thursday, March 17, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Dan Helton, and Larry Johnson. Trustee Don Otto was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Louie Test, Legal Counsel.

2. **Public Comment:**

Pam Roberts stated she listened to the audio tape of the February 17, 2022 meeting and agenda item 4.d. did not have an adequate description. She stated she concurred with all the Trustees' comments that Cathy Glatthar has been a significant asset to the Board and that she had a lot of respect for Cathy's husband, John, for doing the website. However, she agreed with Trustee Johnson that the administrative assistant should not be a remote position and that this Board should have been actively advertising to fill this position. She respectfully requested recruitment of a replacement be placed on the agenda and remain until that position was filled.

Ms. Roberts expressed concern that Louie Test, Board counsel, was not present at the last meeting and some other meetings. The Sun Valley GID has a back up attorney; they never have a meeting without counsel being present. If Mr. Test cannot attend, he needs to have a substitute available. If Mr. Test can't assure attorney coverage for every meeting, then the Board needs to retain a new attorney. For example, when the Board members started to discuss the "professional competence of a person," which in this case she believed that was [Operations Manager] Shawn, legal counsel would have probably interrupted and told them that issue was not on the agenda; she referred to Open Meeting Law 241. The bickering between Board members was unprofessional. Board members can have differing opinions, but personal attacks should not be tolerated by the Board President. Board members should not speak until recognized by the President, and if a Trustee wanders off topic, the President needs to intervene. Also, the Board should not engage in a debate with constituents when constituents make public comment. She referred to page 14 of the Board's handbook:

All trustees are responsible for contributing to meeting decorum by:

- *Refraining from making offensive remarks.*
- *Refraining from disturbing the meeting.*
- *Confining remarks to the agenda item under discussion.*

Susan Ambrose acknowledged Cathy and John Glatthar for their many years of dedicated service to our community both through the CAB and through the GID as well as John's CCW classes. They have served as our local historians for a great number of years.

Trustee Dennis commented that Cathy does a tremendous amount of work over and above and often times finds information on matters that affect the GID and brings those matters to the attention of the GID.

John Calvillo stated he lives on Grass Valley Road west at the end. He said there was a hole in the culvert and asked that it be addressed.

Shawn stated he was aware of the problem, but could not comment at this time.

Trustee Dennis said they would discuss the matter under road reports, and asked Mr. Calvillo to submit a road maintenance request.

Trustee Johnson commented that he echoed everyone's complimentary comments regarding Cathy and John Glatthar. He qualified that his remarks were taken out of context and he believed there were a number of duties Cathy could continue to do remotely. There were certain duties that required someone to attend in person. He expressed his heartfelt thanks to Cathy. In particular, after the flood of 2017-2018, he and Cathy worked with the Feds, with FEMA, with State Emergency Management to recoup as much money as we could for flood damage. He explained he provided the technical and face-to-face meetings with the bureaucrats and administrators, but Cathy did all of the paperwork, which was voluminous. That work resulted in the PVGID being reimbursed approximately \$150,000.

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

3. Approval of Minutes - February 17, 2022:

Trustee Patterson made a motion to approve the February 17, 2022 minutes as written. Trustee Johnson 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). The total cash in all accounts was \$483,306.79. Income for the month was Ad Valorem/Property Tax \$219.52, Consolidated Tax (CTX) \$49,106.81, and LGTA/Fair Share \$3,709.34.

Vickie reviewed several of the payments: 1) Sierra Rental and Transport \$19,187.28 for trucking Class E for the Range Land Road Project, \$8,559.98 for trucking Class E to Wilcox Ranch Road, and \$1,600 to transport the JD772D grader from the Bar None Auction site in Sacramento; 2) Teichert \$20,140.22 for 3,390.62 tons of Class E for Wilcox Ranch Road; and 3) Les Schwab \$24,586.31 for tires and installation for the 770 and 772 graders.

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

b. Estimated Operating Funds Report:

Cathy Glatthar stated actual revenue was more than estimated by \$3,658.84. Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$349,221 (see attached). She stated that figure was up from last month mainly because \$70,000 was set aside for the Range Land Road Project and the actual project cost was \$46,600.

Trustee Dennis said even though there have been significant increases in the property tax and sales tax revenues, we had to be watchful because we don't know when that may turn. We are on a cash basis; we do not carry any debt.

c. Tentative Budget for Fiscal Year 2022-2023 (FY23):

Trustee Dennis reported our budget runs from July 1 to June 30th.

Cathy referred to an updated Budget Worksheet (see attached) and explained there were only a few changes. She explained we received final revenue projections from the Department of Taxation on March 15th. She explained we still don't have the final, abated Ad Valorem projection, but an updated preliminary projection showed \$10,000 more in abatements than what she estimated last month, therefore she reduced the estimated Ad Valorem revenue by \$10,000 (from \$350,000 last month to \$340,000 this month). The final Consolidated Tax (CTX) projection came in a little bit higher by \$17,175. The net increase of \$7,175 in projected revenue was added to the Road Maintenance expense line item.

Pam Roberts opined that this agenda item should have been more descriptive and should have included the dates of the fiscal year; she appreciated that Trustee Dennis stated that in the beginning. She complained that the supporting documents were not available to the public until tonight, and not enough copies were available. She did acknowledge that more people than usual were in attendance tonight.

In reference to the Capital Outlay report from the February 17th meeting (see attached), Ms. Roberts asked what was the basis of the estimated values of equipment and vehicles? She said she would like to see a list of equipment and vehicles owned by the GID, along with their values, which should be based on current market value. She said she was dubious about the notion that the only place to buy or sell equipment was on Craig's List; at least that's what it sounded like when she listened to last month's meeting audio. The Board had the fiduciary responsibility to ensure money was well spent on newly acquired equipment and the sale of equipment was at a good price.

Trustee Dennis said transparency was important to us and Ms. Roberts' comments were well-taken.

Trustee Patterson referred to the Capital Outlay report and noted that the proposed capital outlay budget for FY23 had escalated to \$175,000. He stated the capital outlay remaining budget balance for the FY21 carryover and for FY22 (current fiscal year) totaled \$181,649 (\$89,283 + \$92,366). He thought the FY23 capital outlay budget was too high by \$50,000 and should be reduced and those funds go into the road improvements budget. He said that would leave \$125,000 for the FY23 budget, which was plenty of money in capital outlay for the primary item of a water truck, and to keep moving forward with the [maintenance] building.

Ferd Dahms, lives on Chantry Flats, wanted to know where they get a water truck for \$50,000?

Trustee Dennis said they hadn't purchased a water truck, yet. He said we do look in a number of places for equipment and vehicles, including auctions and private sales.

Nevada Storey stated he owns Palomino Valley Construction, LLC, general contracting. He said he bought Kustom Koatings asphalt paving company and offered his services to the GID. He said he has been building roads for 46 years.

Gretchen Miller said she was curious where the numbers came from for the capital outlay; what were those estimates based on?

Trustee Dennis said they were estimates based on current availability of equipment, but we might be off on some of those estimates. He stated they just purchased a grader for under what we thought we'd pay and we sold another one; we're doing really well so far. It may cost more for a water truck than what we've estimated.

Shawn explained these were his estimates and he purchases "pre-emission" vehicles, so they are older than 2003. He watches auctions, Craig's List, and other private sales sites. He cited the example of recently purchasing a 2001 transfer with a brand new engine, a brand new ECM, and Reliance boxes for \$15,000. He explained he had connections.

Trustee Johnson asked Trustee Patterson what would be cut from the capital outlay budget?

Trustee Patterson said the primary concern he's heard from Shawn and some Board members was a water truck. He explained Shawn found a grader and two small trucks. The building and the water truck were the primary items we were working towards, so what he was looking at was \$181,000 sitting there (set aside) and he thought \$125,000 next year would meet our needs for a water truck and the building, and we'd still have money leftover if something came up.

Trustee Johnson asked of that \$181,000 sitting there, what was it allocated for; what would be cut?

Cathy attempted to clarify the matter and referred to items 7 (Excavator) and 8 (Loader) and noted those items were at the bottom of the list and the list was somewhat in priority order. The water truck, the water tank, the building, etc. were all at the top of the list and were almost covered by the \$181,000 remaining budget. She reminded the Board that they should wait until after September to spend any of the FY23 capital outlay budget. She said hopefully a water truck that meets their needs would come up; that items were purchased out of order, but that's the nature of this equipment; we purchased a grader instead of a water truck - a viable, good choice ...

Trustee Johnson interjected and stated he recognized what Cathy was saying and that he thought Trustee Patterson's overall intent and concern was appropriate. He stated with the excavator and loader being lowest priority, he would agree and would always like to put more money on the roads than anywhere else.

In response to Trustee Dennis' question, Cathy clarified that the \$50,000 taken from the FY23 capital outlay budget would not increase the estimated road improvements budget for this summer's projects; you would see that \$50,000 in next summer's (2023) road improvements budget.

Trustee Patterson made a motion to adjust the FY23 capital outlay budget to \$125,000. Trustee Helton seconded the motion, and hearing no opposition the motion passed.

d. Wells Fargo Bank - Changes to List of Key Executives:

Cathy explained Wells Fargo Bank moved our accounts to "retail banking" which means we have to go to a local branch to make any account changes such as adding or deleting account signers. She explained she was at a local branch

recently and learned that there's another category, other than signers, called "Key Executives." She said changes were needed, as follows:

Keep: Vickie DiMambro and Catherine Glatthar

Delete: Maureen Sidley and Donald Otto

Add: Greg Dennis

She explained this item had to be on an agenda and minutes had to be provided to the bank in order to have these changes made.

Trustee Johnson made a motion to have the changes made as listed. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

5. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis reflected back on last month's meeting and stated sometimes there were differences of opinions. It's hard to know what's on each Trustee's mind and what each wants done and what we need to do. We need to think about some future needs which we will discuss later. He said Trustee Helton stated, "Bad asphalt was better than good dirt." We have chip sealed some roads and we have put down Class E base and applied mag-chloride on some of the Class E base; which has worked exceedingly well. We may not have the money to surface more roads with asphalt. We only have a crew of two and sometimes we do things in a hurry in order to get more done, and sometimes that rubs the wrong way with some of the Trustees; it can be a difficult balance. We've made some huge strides.

Trustee Dennis said from last month's meeting, it was determined that priority one was to get Wilcox Ranch Road done, and we did that. Priority number two was get paving patched, and we started working on that, but the "patch" truck broke down, so we could only get a small amount done at a time. He said road requests have been extremely minimal compared to the years before; he thought the crew was doing an excellent job in keeping things going.

Pam Roberts stated at the February meeting it was stated that because there were no requests for maintenance, except from the Otto family, that everyone was happy with the roads. She said she wasn't being critical of Shawn because she knows he does a really good job and works hard, but she didn't think it was a reasonable deduction that everyone was happy because you weren't getting maintenance requests. She said she encouraged people in the valley to submit maintenance requests. She said she got the impression that unless a maintenance request was submitted, it would not be placed on a list of work to be done, unless it was obvious and Shawn saw it. She said like the time Shawn saw tumbleweeds covering an entire section of Broken Spur Road, and he got out there and removed them. She opined that it was important to follow a scheduled maintenance plan. She said she drove around and checked out some of the roads and Quaking Aspen was in fairly good condition from Wilcox Ranch to O'Hara. She did note that the base material had been pushed to the sides of the road; she could not explain how that happened, but it did not make sense to her. She stated she sent in a road maintenance request on February 26th to have the dirt portion of Broken Spur graded; as of today, that request has not been fulfilled. There are now 53 homes on Broken Spur, and Broken Spur needs to be a priority. She acknowledged that patching has begun on

Ironwood, Amy, and Sharrock, but not Broken Spur, but it was good to know that problems with equipment was the reason. She said Range Land looked amazing; the crew did a great job, and if Broken Spur was in as good of condition as Range Land, she would be one happy camper.

Trustee Patterson said regarding the request for Broken Spur, he figured by March 26th it would be graded; that most requests are taken care of within a month.

Trustee Johnson said he did not think this Board has ever made the assumption that everybody is happy with the roads; he's always made the assumption that very few people are happy with the roads and we're not going to make everybody happy, but we do the best we can. He said he remembered having to put his truck in four-wheel-drive to make it across Ironwood when he moved out here 30 years ago. Ironwood now has a "saran wrap" Cape seal on it that is less than one-inch thick. It has no structural capabilities; it just keeps the water from getting down through it and creating ruts. He said a statement was made that if no maintenance request was received, then the road was not done; that was absolutely not so. He said Shawn surveys roads and grades roads in which he has had no maintenance requests, installs culverts where none have been requested; Shawn does all kinds of work where work has not been requested. Quaking Aspen, with the gravel off to the sides, was used all fall and half the winter as a haul route to the top of the mountain.

Ms. Roberts interjected and opined that Trustee Johnson was debating what she had stated and she didn't think that was appropriate.

Louie Test stated that Trustee Johnson wasn't attacking Ms. Roberts, that Trustee Johnson was just responding to some of the items Ms. Roberts brought up.

Trustee Johnson continued and explained that the gravel was on the sides of Quaking Aspen because they had 100 semis using it as a haul route to truck material up to Microwave. He said those trucks beat that road and removed the Class E and gravel from some areas and the subgrade and rocks were showing through. He said it was not a function of grading, but of the traffic on that road.

Shawn said he would agree that the crew was not pushing the gravel off to the sides of the road when they were grading. He said when you are driving on a gravel road and you hear gravel hitting your wheel wells, that gravel then goes to the side of the road; traffic causes gravel to go to the sides of the road.

Trustee Dennis said we have two people doing the work and if we hired more employees, then the labor offsets what we are able to do to improve roads with chip seal and base. He said it was a balancing act; we can't afford to pave roads.

Trustee Johnson stated it costs \$300,000 a mile to pave a road.

Ferd Dahms said the crew was doing a fantastic job since they had been here. He said from the people he has talked to, they are not really upset about the roads, they were upset about how fast people drive. He said when people haul down the roads and tear the roads up, all that gravel that Ms. Roberts was talking about, goes to the sides of the road. He said the morons who want to put a five percent pitch on these roads; that's just plain stupid because when those roads freeze up, you're going to have a parking lot out there, and they're all going to be in the ditch. The roads that the crew has crowned, are stable and the gravel is staying there.

Trustee Johnson addressed Broken Spur and said if you looked at past meeting minutes, Broken Spur is on his priority list to be improved just like Range Land, just like Wilcox Ranch. He explained we pick these roads off one at a time as we have budget and manpower. He said he would love to see all of our 44 roads brought up to wonderful standards, but it would take years to get there, and we were picking them off a few at a time each year.

Susan Ambrose said she would like clarification for Mr. Calvillo's situation, and others who live in a cul-de-sac.

Trustee Johnson explained there are a list of roads that have been accepted for maintenance, and there are some lesser roads that have not been accepted for maintenance and will not be maintained by our crew. People whose roads were not accepted for maintenance, still pay [taxes] to the District because they use PVGID-maintained roads to access their properties. He said the District has a resolution that outlines the procedure for residents to request to have their road accepted for maintenance, and there is no guarantee that a road will be accepted for maintenance. He said past Boards have been very reluctant to accept new roads for maintenance because we have a difficult time maintaining the 93 miles we already have.

Shawn addressed Mr. Calvillo's situation and explained that the GID does maintain to the end of Grass Valley Road (west). However, Mr. Calvillo and his family take care of their road. He said outside of the hole in the culvert (they have lost a lot of those aluminum culverts) it's off to the side and the Calvillos have put rocks around it. He said this is a quarter-mile stretch of road, and it's not in bad shape.

Mr. Calvillo said that was because he grades the road.

Shawn told Mr. Calvillo he was awesome for taking such good care of the road, and said the crew would fix the culvert.

Trustee Johnson thanked Mr. Calvillo for bringing the matter to our attention.

b. Operations Manager's Report:

[Operations Manager's Report - Period 02/14/2022 to 03/13/2022 (see attached)]

- Shawn read a statement into the record regarding his response to issues brought up at the February 17, 2022 meeting (see attached), including Wilcox Ranch, Quaking Aspen, Grading of Roads, and the Road Committee.

Louie Test interrupted Shawn part way through Shawn reading his statement and explained that Shawn could talk about the roads; that Shawn was getting way too personal.

Shawn continued with his statement and was again interrupted by Louie who told Shawn that was inappropriate.

Shawn then read the last paragraph of his statement.

Shawn then handed out a document entitled "Tips for Handling Toxic Board Members" (see attached).

Pam Roberts said she understands Shawn's feelings that he tried to express because she has been here at meetings when certain Board members have been

highly critical in a very direct way of Shawn. She again referred to the Board's handbook and read the following excerpts:

The day-to-day operations of the GID are performed by the road maintenance crew, under the direction of the Road Maintenance Operations Manager (OM) (or other authorized management personnel). The OM is the immediate supervisor of the road maintenance crew. The President of the Board (or his/her designee) is the immediate supervisor of the OM.

The OM attends all meetings of the Board, and is responsible for the "Action Reports." Those reports consist of road maintenance and repair, and equipment maintenance and repair issues. The OM may also bring requests to the Board for funding of projects, both routine and special, purchase requests, future planning ideas, etc.

Ms. Roberts said she believed at the last meeting there was an Open Meeting Law violation in which the Trustees were talking about the professional competence of a person without properly notifying it and having a closed meeting session. It should never have gone on the way it did; it was not fair to Shawn Kelly. Similarly, Shawn's response where he was also talking about the professional competence of a Trustee, was also not allowed under the Open Meeting Law, which was why your attorney was trying to stop that speaker. She said she thought it was important that they follow the rules and that the Trustees were aware of the Open Meeting Law. She said Shawn might still have a learning curve, but those kinds of comments or criticisms or concerns, in her mind, should be directed to the Board President and if there was still a Road Committee, they could deal with it with Shawn outside of an open meeting. She said she hoped these personal attacks stopped.

Nevada Storey, in the audience, stated he was a road builder since 1976 and has been a superintendent for almost all of the big companies in Reno. He said he's been out here since 1998 and this gentleman here [referring to Shawn] does a great job. He said Shawn's been doing a great job and he's probably the best we've had, other than Richard Evans [former Operations Manager].

Debra Shirk, in the audience, stated she was at the last meeting and it was pretty bad. She said she lives on Amy and she talked to a neighbor who stated Amy was the best it's ever been for many, many years. She said she hoped [Shawn] did not quit, and that she hoped the Board did something with this gentleman.

Bob Heckman, in the audience, said he was new to the valley and is a retired highway/road builder. He said you're asking this gentleman [Shawn] to throw band aids on these roads, continually. He said Shawn does an awesome job. He said he lives on Quaking Aspen, and Wilcox Ranch is truly nice now. He said Shawn doesn't have the budget to do it the right way. He said Shawn was doing an awesome job with what he's got. He asked if we just witnessed Shawn's resignation?

Trustee Johnson said Shawn did not resign.

Shawn clarified that if the hostile and toxic work environment continued ...

Louie Test said unfortunately he had a double-hernia operation and that was why he wasn't at the last meeting. He said he thought the appropriate way to handle this situation was to call for a closed meeting and talk about the character and competency of the [Operations Manger] ...

Trustee Johnson interjected and said that's not the problem.

Louie said yes and no; if you have a Board member who feels that an employee is not acting properly ... but we have never called for a personnel session. He said if you are going to talk about the character and competency of an individual, you have to go to a closed session.

Trustee Johnson said we have, on an annual basis, had closed sessions.

Louie said closed sessions don't have to be on an annual basis.

Trustee Johnson agreed that a closed session can be called anytime, and said they did so with the previous Operations Manager.

Louie said at that point if a Board member has a problem about the character and competency, then it's addressed in that closed meeting. He added if there was action that has to be taken, whether it be against the employee or whether it be against the person who is making the accusations, then that can come out in the open meeting, if that's necessary.

Cathy Glatthar asked Louie if there can be a closed session if there are issues with a Board member?

Louie said if a Board member has a problem with an employee ...

Cathy asked what about the other way around? Can there be a closed session for an issue with a Board member?

Louie said yes and no; if you're going to be talking about the character and competency of an individual, then that has to be in a closed session.

Shawn asked if he took the names out of his statement and said "Board member," would that be impugning anybody?

Louie said no.

Shawn asked if he could then finish his statement?

Louie said no, not at this point.

Shawn said he liked things to be on the record.

Trustee Dennis said there were legal ways we had to proceed. He said he thought Shawn has become an excellent road manager; Shawn's not totally 100% skilled at everything, but no one is. He said he was still backing Shawn.

Louie said the Board has the authority to call a closed session.

Trustee Dennis said did he need to call a closed session if he totally disagreed with a Trustee? He asked if he was responsible for calling a [closed session meeting] if a Trustee says he wants ...

Louie interjected and said Trustee Dennis has a problem here because Trustee Otto is an elected official, but you don't have a problem with the fact that you have the rules and regulations that indicate ... and he hated doing this without

Trustee Otto being here; you do have the authority to discipline/censure a Board member for violation of your rules, but that was about the extent of it. If a Board member is making comments about the character and competency of the employee, then that should be handled in a closed session. But so far as Trustee Otto is concerned, and again Louie said he wished Trustee Otto was here, you have the authority, as the Board, to censure Trustee Otto. That Trustee Otto is an elected official and could not be removed except by recall. He said you can have a hearing, and you have to notice Trustee Otto also, in order to proceed with censuring Trustee Otto for not complying with the rules and regulations. He said that would be up to the Board.

Gretchen Miller, in the audience, said she thought everybody could agree that if the whole thing was stopped at the beginning, it wouldn't have happened. She said she thought they should just agree that that meeting got out of hand and it shouldn't have.

Trustee Johnson said Shawn Kelly had his full support and always had. He said Shawn was in a tough and tenable position, and we're asking him to do the impossible here with all of these roads and all of the time, and Shawn does his very best, and Shawn has great initiative. He stated we don't have an Operations Manager problem, we have a Trustee problem [audience clapping], unfortunately, and he didn't know how to address that.

Pam Roberts said she wanted to echo what the GID's attorney said, that if they wanted to have a discussion about the character and professional competence of a person ... somebody said in another meeting that it had to be an employee and that's not accurate ... it's a person, an individual. You then have the right, the President can call a special meeting and you'd have to follow the notice rules. Please ask your attorney how to do it right so you don't mess it up. At that meeting you can discuss those things there was an interest in discussing, but you need to do it right, or they were going to be sued by somebody. She said she wanted them to keep doing the hard work they were doing, including Shawn.

- Shawn said they were almost out of mag-chloride and he contacted Dust Busters and the price of mag-chloride was due to go up on April 1st. He said it would be roughly \$12,000 to get the mag-chloride tank topped off.

Trustee Dennis said they would discuss that under the next agenda item.

c. Future Road Improvement Projects - Strategic Planning, Implementation, and Funding:

Trustee Dennis stated this item includes:

- The chip seal - we essentially make the roads look like they are asphalt paving, but they are not - Trustee Johnson has done a fabulous job with the Cape seals and chip seals.
- The Class E base - a higher-fines material we get from Teichert. It compacts nicely and then we apply a mag-chloride solution which helps the surface to harden and stabilize.
- Funding - It's a balance between how much we can spend on chip seals and how much we can spend on aggregate materials, and the time it takes to place the material. The availability of trucks to haul the material has been a challenge.

Susan Ambrose stated she had some photos regarding her comment about Ironwood Road. She said she appreciated that some patching was done today on Ironwood Road, but as Trustee Johnson stated earlier, it was like putting [a layer of saran wrap on top of the dirt; that the chip seal was less than an inch thick]. The first stretch of Ironwood that was chip sealed [last year] was holding up really well. She asked that the remainder of Ironwood be a priority.

Trustee Johnson asked to have a Board discussion on this before having additional public comment. He said when he embarked on the Cape seal system 11 years ago, he had hoped that they could get three to four years performance life before they would have to go back over the top of it with another application. That has proven pretty well, and additional road sections were sealed in 2012, 2013, 2014, and then, in 2015, they went back to the original road sections and applied another coat. He said how many miles they could surface in one year depended on how long that performance life was between each re-application and available funding. He said he had originally hoped they could surface Wilcox Ranch to the Quaking Aspen intersection, but we don't have the budget to do that; we can't extend and add additional Cape seal. Future Boards may have more funding, and what is true today, may not necessarily be binding on future Boards; they may be able to put a Cape seal on Right Hand Canyon, Amy short, and Wilcox Ranch. He said that may come to fruition, but we were not there yet.

Trustee Johnson said if we have a relatively dry winter, our Cape seals hold up really well, but if we get a wet month, like we did in December, the roads that had to be put off a year [due to lack of funding], have developed potholes. He said that is what happened on Ironwood. He said we have approximately nine miles of existing Cape seal that needs to be resurfaced. At 20 feet wide, average, times 5280 lineal feet per mile times nine miles times the most recent cost for chip seal and micro-surfacing ... we don't have anywhere near the budget to do all nine miles. He explained we'll have to break that up into increments. He said typically every spring he drives the roads and uses his professional judgment to make recommendations to the Board. He reviewed the sections of roads that we needed to resurface, as follows:

- Ironwood from where we left off last year to Amy, approximately three miles. This is the highest priority. It is the worst section, it is the oldest section, and it is the section that has shown the most deterioration following the December storms.
- Amy from Ironwood to Sharrock
- Whiskey Springs from just west of Amy to Right Hand Canyon
- Axe Handle from Pyramid Highway to Curnow Canyon

Trustee Johnson commented that the Whiskey Springs segment was in the best condition of all of those segments listed, and he suggested they delay that segment until next year.

Trustee Johnson said the dirt road that required upgrading, in his opinion, due to the level of traffic, the number of homes served, and the condition of the road, would be Broken Spur.

In answer to Trustee Patterson's question, Trustee Johnson stated the latest estimate he had for chip seal was 37 cents per square foot, and 30 cents per square foot for the micro slurry.

Debra Shirk asked if the GID was going to get any money from whomever was having all these semi trucks hauling material down Amy Road?

Trustee Dennis stated that was the other agenda item that he hoped Trustee Patterson was working on and would address (item 7.b. Current and Future Development Impacts).

Gretchen Miller said on Broken Spur, there was a single owner who was building a huge number of homes and the GID should be on their tail or the County's tail to have some assessments levied or standards enforced that would bring up the quality of Broken Spur without the GID doing a thing.

Trustee Dennis said he thought the County just reimbursed everybody on impact fees.

Shawn interjected and said every time the crew grades Broken Spur, the contractors just tear it up. He said he contacted the builder and asked them to use Ironwood, and they continue to come in via Whiskey Springs.

Trustee Dennis brought the discussion back to future road improvement projects, and reiterated that the chip seal projects outlined above would cost approximately \$270,000. He added that there were three different products: chip seal, slurry seal, and Cape seal. He said Trustee Johnson has stated we may need to use certain products for some areas due to the existing level of deterioration, which may cost more and use the chip seal in areas that were not as bad. If we take \$270,000 out of the \$350,000 estimated funds for road improvements, we would only have \$80,000 left to do Class E base, Broken Spur, and other work, and that wasn't much.

Trustee Patterson read Brannon Shreve's email comments regarding Broken Spur into the record (see attached).

Trustee Johnson reiterated that to pave the two miles of Broken Spur to County standards would cost \$600,000 and that was just for paving and the placement of base; that did not include the drainage, grading, or raising the road. Compare that to our total budget available for roads this year of \$350,000, so, obviously we can't pave Broken Spur as Mr. Shreve requested.

Trustee Patterson said he looked at the roads and agreed with Trustee Johnson's assessment that Whiskey Springs Road could wait until next year. He said Ironwood was a priority and he agreed with having the short section of Amy resurfaced. He had been considering only the first half mile of Axe Handle, but Trustee Johnson listed all the way up to Curnow Canyon (three miles). He asked the Board to consider resurfacing Right Hand Canyon; something had to be done there.

Shawn said he thought the first section of Axe Handle up through the intersection with Bacon Rind was needed this year (0.58 mile).

Trustee Patterson said he looked at Right Hand Canyon because Shawn had brought it up at last month's meeting.

Trustee Johnson said with Right Hand Canyon, we could not get by with just doing a chip seal; it would have to be patched first and would require at least a Cape seal (a coarse chip seal with a slurry seal or a micro-pavement over the top of it). He said the riding surface would improve the underlying pavement somewhat, but when we Cape seal over that rough pavement, it's going to be much better, but it's still going to be rough; were they willing to accept that and accept the criticism from the residents?

Trustee Helton said it would protect the surface and keep it longer and the roughness ... everybody would be quite happy.

Trustee Dennis stated that Trustee Helton had stated in the past that "Bad asphalt was better than good dirt."

Jim Currivan said the first half mile on Axe Handle and patches in a few places further up, should take care of Axe Handle for another year, at least.

Pam Roberts said the Class E base was a good way to go; that it was a lot less expensive than the paved option, which wasn't realistic. She said she appreciated Trustee Johnson's comments that Broken Spur needed improvement due in part to the number of homes served (up to 53 homes built or being built). Some people take the dirt section to Whiskey Springs because it is the fastest way to go. They can go the Ironwood way to Pyramid, but that adds about five minutes. She said she understood the funding limitations, and when she spoke at a CAB meeting, she stated the GID Board does the best they can with a very minimal budget of a million dollars, that the Trustees are not paid, they have a two-person crew and they were doing the best they could. She said she appreciated their effort on getting input from the public, and she agreed that Ironwood was a priority.

Trustee Helton said regarding Right Hand Canyon, Trustee Johnson's idea was a very good idea; that it might be rough, but it would repair the road in a way that it would last quite a while. It had a good surface underneath it; it's been there for sixty years, and was a "pugmill" road put down with oil mixed with dirt.

Trustee Johnson said we would do the first 6/10ths of a mile on Axe Handle and substitute the first 1.4 miles on Right Hand Canyon; reducing the total by one mile.

Trustee Johnson said he'd like permission from the Board to prepare bid documents to present to the Board at the next meeting. He explained that way it would be bid late April or May; this work is best done starting the first week in June, July, or August, but let's get it done fairly early. He reiterated the roads, as follows:

- Ironwood from where we left off last year to Amy, 3 miles.
- Amy from Ironwood to Sharrock, 0.5 miles.
- Axe Handle from Pyramid Highway right-of-way to just past Bacon Rind, 0.6 miles
- Right Hand Canyon from Whiskey Springs to the end of pavement, 1.4 miles.

Shawn said they would patch Right Hand Canyon before the asphalt surfacing was done.

Trustee Johnson agreed and said they needed to patch and make that surface as smooth as possible because that would reflect on the final riding surface.

Trustee Helton said the important part was to make the asphalt last, and if it was rough and lasts ... he would explain that to his neighbors.

Trustee Helton made a motion to authorize Trustee Johnson to draft the construction documents and bring them to the Board for review and possible approval at the next meeting. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

Trustee Dennis said we now need to discuss what's left in the budget.

Trustee Johnson said Broken Spur was unique; it was a mess. Portions of it had poor/weak subgrade soils and a lot of it was low; the road should have been constructed a foot higher to get adequate drainage. This road would require some engineering analysis.

In response to Trustee Dennis' statement that we needed to continue the Class E base program, Shawn said we needed to cover Prairie.

Cathy mentioned that we had pretty much spent the approved budget for Class E, so the Board would need to approve new funding for Class E.

Trustee Johnson said he thought after the pavement rehabilitation projects, we'd have \$100,000 left to spend in the road improvements budget for Class E, Broken Spur, etc. That is just through August 15, 2022, and some of this work might not get done until September or October or even November, and by then we'll have new numbers to work with. He said Prairie should get surfaced with Class E now.

Trustee Johnson talked about Broken Spur needing to be analyzed and the Open Meeting Law would not allow three Board members to get together and utilize their expertise to come up with engineering solutions for that road.

In response to Trustee Johnson's question, Shawn explained that Prairie is one mile long and would cost about \$15,000 for the Class E material and trucking. Shawn said he could get Prairie done within a month.

Trustee Patterson made a motion to approve \$15,000 for Class E surfacing of Prairie Road. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

Trustee Patterson made a motion to approve \$15,000 for mag-chloride. Trustee Helton seconded the motion, and hearing no opposition, the motion passed.

Pam Roberts said she was pretty familiar with the Open Meeting Law, and she believed each Trustee could go look at Broken Spur and make their own observations and then come back to an agendaized Board meeting to discuss what each Trustee's findings and observations were.

Trustee Johnson said while that was true, that was a very poor substitute for them meeting on site and generating ideas and solutions.

Louie Test said that was where the Open Meeting Law comes in, when you have deliberation.

Trustee Patterson asked if that applied to a project that was already approved by the Board; couldn't Trustees go out and talk about the project that has already been approved?

Louie explained not as a group because they might talk about and deliberate on changes to the project; that's where you would get into a hang up with the Open Meeting Law.

6. **Old Business:** None

7. New Business:

a. **Makeup of the Road Committee:**

Trustee Patterson said as for the Road Committee, per the handbook, there are only two Board members, so you don't have a quorum. The President of the Board is the direct supervisor of the Operations Manager, so the President has to be on the Road Committee (or the President's delegated person), and one other Board member. He said he appreciated his time on the committee and he thought he helped Trustee Dennis solve a few problems. He said he did believe it would be good to mix it up and he thought a different perspective and point of view was always good on a committee. What he didn't want to see the Board do, was to confine whoever the President was to say, "these two people were the Road Committee and that's it." He thought the President should have the flexibility to confer with different Board members, at different times, for different matters. He concluded and said he was ready, willing, and able if Trustee Dennis needed him for anything.

Trustee Dennis said there would be other items that they would need Trustee Patterson's expertise on.

Louie Test interjected and explained in 2019 the Legislature passed new language in the Open Meeting Law [NRS 241.015 (4)(d)], which states:

(d) A subcommittee or working group consisting of at least two persons who are appointed by a public body described in paragraph (a), (b) or (c) if:

(1) A majority of the membership of the subcommittee or working group are members or staff members of the public body that appointed the subcommittee; or

(2) The subcommittee or working group is authorized by the public body to make a recommendation to the public body for the public body to take any action.

Louie explained you cannot have a meeting of two, even though it isn't a quorum, without noticing it as a public meeting. He said as long as they weren't having any deliberations, they would not have a problem. He said he talked to the Attorney General's Office, and if those meetings were only for "ministerial operations" (and there was no definition of "ministerial operations") ... and he was assuming they were not deliberating at those meetings. He said his understanding was the deliberating occurred here at the Board meetings, and the Road Committee was there to be sure Shawn was doing what the Board directed him to do. He explained that the Deputy Attorney General said she doubted there was a complaint, but if a complaint was raised saying that deliberations were going on by an appointed committee, then there's a violation of the Open Meeting Law and the Attorney General's Office would conduct an investigation. He added that the safest way to do things, was one Trustee could go out and look at a project or work being done and if there were any issues, that Trustee would bring those issues to the Board. There was no deliberation with one person.

Trustee Dennis said that makes the operations of the Road Manager more critical in the future because the specifics and needs assessments become difficult for one person.

Louie clarified that even the perception of deliberation could lead to a complaint being filed.

Bob Heckman asked if it made a difference what the makeup was; what if it was not a Board member?

Trustee Dennis said if it was not a Board member, he could consult with someone on a matter. For instance, if he had a road grading expertise in the neighborhood that wasn't a Board member, he could meet with that individual to discuss a project.

Gretchen Miller said she thought what Louie Test was saying was that it didn't matter if they were deliberating or not, if somebody complains, you have to pay for the investigation and Louie's time, and it would cost them money that they could have been putting into the roads.

b. Current and Future Development Impacts:

Pam Roberts said they needed to address the deterioration of roads with all the heavy construction with all the new homes being built. With the Warm Springs Plan and the Specific Plan Area being updated, it was critical that the PVGID was communicating the needs and concerns with Eric Young (Washoe County Planner responsible for the Plan updates). She said she learned that a builder of new homes at the end of her road was required to pay a Regional Road Impact Fee (RRIF) of more than \$5,000 per home. She opined that that money should be transferred to the PVGID; all builders in the area should pay the RRIF to the PVGID to upgrade the roads. She wanted the Board to look into that.

Cathy Glatthar said historically, a lot of past Boards thought the same thing and it has been looked into several times in the past and those funds, she believed, went to the Regional Transportation Commission (RTC), and they will not give any of that money to the GID.

Trustee Helton said they fought that battle back in 1988.

Pam Roberts said she understood that the RTC had a very big budget. She said she would look into it.

Trustee Dennis said Trustee Patterson has brought up all the above with regards with how to deal with impacts and fees, and it also involves the Special Plan Area (SPA), which when it was created, had HOAs and impact fees and was going to pay for flood control, roads, and maintenance thereof, within the SPA. Nobody is whole yet with regards to our needs or the residents within the SPA; we have to wait and see what the County is going to do with a new area plan. There are some major outcomes that could change with this area plan. He said Truckee Meadows Water Authority (TMWA), the water purveyor for Reno/Sparks/Washoe County, was looking at an effluent and water recharge project out here in Palomino Valley. If that project comes about, it would greatly reduce the housing units that would be developed in the SPA. He explained there were some different outcomes that could happen out here and we'd have to wait and see what happens with TMWA and the Area Plan.

Trustee Patterson stated that he and Trustee Dennis, separately, had open communication with the County and residents here in the Valley. He said he was going to work with Trustee Dennis on this matter, but now that subcommittees are not allowed, he'll probably keep working with the County and Valley residents on the area plan update and when he has something to report, he would have it agendaized.

Trustee Johnson said there were two separate issues:

1. TMWA's area of concern is the farm area. The great majority of the SPA could, in one scenario, be maintained as agricultural land, in perpetuity. The great majority of that area proposed for development, goes away. That remains to be seen.
2. There are still areas outside of the farm area that are still in the SPA and still zoned for small lots. The building that's going on in the cul-de-sacs along Broken Spur were a prime example of that. We were asked to approach that builder and ask why he was not paying an impact fee to the GID or monies to improve the roadway in front of their development. After the SPA was set up, certain developers paid monies into funds to fully improve Broken Spur to County standards. Obviously, Broken Spur was never improved. Those developers then sued the County to get their money back; the Court decision was to refund each individual (current) landowner in the area where those original funds were collected. Some of the residents in the room tonight received refund checks, the developer building the homes off Broken Spur received a refund check; are those people willing to step forward now and give that rebate money to build the road? No; so we're stuck. We need to figure out how to go forward from here. What happens in future approval of all of the remaining lots outside of the farm areas when it gets developed, do we have a way of making them pay into the District? With new parcel maps and new subdivision maps, that's true, but those old subdivision maps that were approved back in 2001 and so forth, we have no recourse.

Cathy said we also learned with Brian Murphy's project at the end of Grass Valley Road, that if he had his development go through and connect with Ironwood, which is what Mr. Murphy has planned, the County considers Ironwood to be paved and Mr. Murphy will not have to improve the that section of Ironwood to County standards.

Trustee Patterson said he would talk to people, but not speak for the Board or make any decisions. He said he would bring updates to the Board.

Trustee Johnson thanked Trustee Patterson for taking that on.

Cathy suggested they could have this as a standing agenda item, and if there was nothing to report, Trustee Patterson would just state that.

8. Judicial/Government Affairs:

Louie Test stated there was nothing to report.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- The Tentative Budget will be filed with the Department of Taxation by April 15, 2022. Cathy mentioned she would get the final, abated ad valorem figure on March 25th and she will update the ad valorem figure, if need be. She said there will be two more opportunities to discuss the budget, at the April meeting and at the budget hearing on May 19th.
- Shawn received the Air Quality Management Division's throughput reporting form tonight and it's due by April 15th.

- Vickie will be taking over the Quarterly Economic Surveys, and she will have that ready for Trustee Dennis' signature at the April meeting. It is due by May 15th.
- The tax rate and budget hearing information is due to the Treasurer's Office in April and she would handle that.
- Next month's meeting will be on April 21, 2022.

10. **Correspondence:**

- Cathy Glatthar reported receiving an Agency Review application from the Planning and Building Division for Palomino Farms; the owners of the area in the SPA where the TMWA water study is being conducted. She explained Palomino Farms is requesting a Master Plan Amendment (MPA) and a Regulatory Zoning Amendment (RZA) to reclassify the Commercial zoning and the Public/Semi-Public zoning. She summarized that the request was to move the Commercial zoning to the intersection of Whiskey Springs and Pyramid Highway, and move the Public/Semi-Public zoning to near Sage Flat Road. She said that was scheduled to be heard by the Planning Commission on May 3rd. The comments and/or conditions of approval, if this Board had any, were due on March 28th.

Trustee Johnson said we needed to look at that and see if the PVGID was impacted.

Cathy read the following excerpt from Palomino Farms' application:

It is important to note that this application is essentially the first step in a future TMWA sustainable water management plan site. Approval of the MPA and RZA do not grant an approval of a specific project. Once the proper land use designations are in place, any future development of the site for commercial use will require additional review to establish conformance with Washoe County planning, engineering, public health, and safety standards. This includes the review and approval of any required use permits by the appropriate County approval boards in addition to encroachment permits reviewed by the Nevada Department of Transportation (NDOT). These processes will allow for site specific projects to be fully analyzed in terms of impacts, etc. and allows Washoe County to place proper conditions on a future project(s) to ensure all impacts are properly mitigated.

Cathy explained no specific project was being proposed, these were zoning amendments.

Trustee Johnson said they presently have commercial zoning out in the middle of or on the margin of what was to be a subdivision, but now with the TMWA water project, that may remain as agricultural land and they will want to move that commercial piece out to the highway area.

In answer to Ms. Robert's question, Cathy stated the Planner is Roger Pelham.

Pam Roberts said she and Ms. Miller met with Mike Railey from the Christy Corporation and Mike Benjamin, one of the Palomino Farms owners, regarding their intent to submit that application. She said the gentlemen talked about some of their ideas on how they would utilize that commercial space, but as Cathy stated, those details were not in this application.

Trustee Johnson said he could not see that this would impact the GID.

11. **Public Comment:**

Debra Shirk asked if the Board was going to do anything with the semis driving on Amy to recoup for them breaking the roads down?

Trustee Dennis confirmed that Ms. Shirk was talking about the semis hauling material up to Microwave Road. He stated that he will be looking into that matter.

Ms. Shirk said she started noticing them ride through again and that was why she brought it up again.

Shawn explained the recent trucks were working for the GID; that Ironwood Road can't handle the load, so he has the semis take Whiskey Springs to Amy. He said that was one reason why they covered Amy (from Whiskey Springs to James Ranch) with Class E.

Trustee Johnson said the Microwave project had ended sometime in November.

Trustee Dennis 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 said he wanted to schedule a special, closed meeting to discuss our Operations Manager as related to Trustees.

Trustee Dennis said let's leave it at that, and Trustee Johnson could get with Louie Test and find out how to exactly describe that so it can come back to the Board. He asked if Trustee Johnson wanted it before the April meeting?

In response to Trustee Johnson's question, Shawn stated he would like to take care of it sooner than later.

Trustee Johnson said then it should be before the April meeting, and he would coordinate with Louie and get the language tied down; it would be a closed, personnel session.

Cathy said it had to be noticed and the range classroom would have to be available.

The Board agreed to have the meeting start at 5:00 p.m.

Cathy said she knew how to notice a closed session, and she would look into setting up that meeting.

- Cathy updated the Board on the State funding for the 2017 flooding. She reported she has been advised that the request to receive State Disaster Relief Account funding of the 12.5% has to ...

Trustee Johnson interjected and asked how much was that?

Cathy responded and said it is \$18,905.14. The request has to go before two committees at the State level, that meet bi-monthly, so it may be handled by June, but if not, it may not happen until August.

- Cathy said she had an update for the Board's Handbook and asked the Board members to add it to their binders. She said she had an extra copy of the handouts from the March 19, 2020 meeting, and asked that the Board members check their handbooks for the March 19, 2020 resolution, and if they didn't have it, to let her know.

- ## **13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 9:09 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF March 14, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of March 14, 2022 - Almost CD #5010	465,225.41
	Balance as of March 14, 2022 - A/P / General Ckg #4179	681.38
	Balance as of March 14, 2022 - Payroll #4430	17,000.00
	Balance as of March 14, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	483,306.79

<u>Wells Fargo - Almost CD #5010</u>	Balance as of February 14, 2022	509,861.75
Income for the Month		
Ad Valorem/Property Tax	219.52	
Consolidated Tax (CTX)	49,106.81	
LGTA/Fair Share	3,709.34	
Other Income	0.00	
TOTAL	53,035.67	
Interest Income	4.15	53,039.82
Transfer to Wells Fargo #4179	(55,500.00)	
Transfer to Wells Fargo #4430	(42,176.16)	(97,676.16)
	Balance as of March 14, 2022	465,225.41

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of February 14, 2022	537.35
Transfer from Wells Fargo #5010	55,500.00	
Interest Income	0.08	55,500.08

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar		2,677.77	Secretarial Services \$1,699.52, Accounting/Financial Work \$690.00, Office Supplies \$63.25, Public Relations \$225.00	
Flyers Energy		1,790.80	Fuel	
Hoffman & Test		490.00	January 2022 Retainer \$400.00, Additional Work \$90.00	
Pyramid Business Services		910.00	Monthly Bookkeeping and Payroll	
Sierra Rental & Transport Co, Inc.		29,347.26	Trucking Class E for Range Land Rd Project \$19,187.28, Trucking Class E to Wilcox Ranch Road \$8,559.98, Transport JD772D Grader from Bar None Auction Sacramento \$1,600	
Teichert/Pyramid Materials/WNM		20,140.22	Class E 3,390.62 Tons @ \$6.00/ton less \$203.50 (discount) for Wilcox Ranch Road	
TOTAL		55,356.05		(55,356.05)
			Balance as of March 14, 2022	681.38

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF March 14, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of February 14, 2022	17,000.00
Transfer from Wells Fargo #5010	42,176.16		
Interest	0.10		42,176.26
Net Payroll	7,882.56	Net Payroll	
SK's BECC 3/3/2022 Stmt			
Waste Management	SK's CC 31.74	Monthly Waste Removal	
Powerplan/Pape (John Deere)	SK's CC 196.71	Parts for 772D Grader	
Powerplan/Pape (John Deere)	SK's CC 588.36	Parts for 772D Grader	
McDiesel	SK's CC 1,054.35	Ford F450 Repairs	
Reno Salvage Co.	SK's CC 101.21	Parts for 772D Grader	
Powerplan/Pape	SK's CC 187.12	Coolant for 772D Grader	
SK's BECC 4/3/2022 Stmt			
Superior Hydraulic	SK's CC 354.24	Repair parts for Vactor	
Superior Hydraulic	SK's CC 81.50	Repair parts for IR Compactor	
Home Depot	SK's CC (199.00)	Returned Paint Gun	
LJ's BECC 3/3/2022 Stmt			
Prominence	LJ's CC 2,819.16	Monthly Health Insurance	
Motorola	LJ's CC 70.00	Monthly Two-way Radio Bill	
Les Schwab	LJ's CC 24,586.31	770 and 772 Grader Tires and Installation	
Alhambra	LJ's CC 12.25	Monthly Office Water	
Wells Fargo Cash Back	LJ's CC (380.94)	Wells Fargo Cash Back Reward	
Verizon	LJ's CC 33.50	Monthly Telephone Bill	
NV Energy	Bill pay 413.27	Monthly Electric Bill	
PERS	Bill pay 2,993.20	PERS Monthly Payment	
Payroll Taxes - Patriot Payroll	EFT 1,344.72	Payroll taxes (941, NV Unemployment)	
The Wave Car Wash	Debit 6.00	Car Wash F450	
	<u>\$42,176.26</u>		<u>(\$42,176.26)</u>
		Balance as of March 14, 2022	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>		Balance as of February 14, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	0.00		
TOTAL	<u>0.00</u>		0.00
		Balance as of March 14, 2022	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 3/14/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 03/17/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of March 14, 2022	483,307	
Additional Revenue Expected Through August 15, 2022	317,008	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022		800,315
LESS Average Monthly Expenses (\$30,000) x 5 Months	-150,000	
LESS: Capital Outlay FY21 Carryover (\$91,537 - \$2,254 = \$89,283);		
Capital Outlay FY22 (\$150,000 - \$7,534 - \$45,100 - \$5,000* = \$92,366);		
*Capital Outlay - \$5,000 for 2 Pickup Trucks from TMFire (Pending);		
Insurance \$10,000 (July);		
Unexpected Repairs (\$5,000/mo x 5 months);		
Workers' Comp \$1,473 (May) & \$1,800 (Aug);		
Class E \$125,423 - \$75,551 - \$28,700 = \$21,172	-241,094	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022		-451,094
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022		349,221

Additional Revenue Expected Through AUGUST 15, 2022:

From 2021/2022 Final Budget	Figures Used for Est Op Funds Rpt			
320,000	320,000	Ad Valorem	Apr '22 thru Aug '22	76,183
567,000	540,000	CTX	45,000 x 5	225,000
38,000	38,000	LGTA	3,165 x 5	15,825
925,000	898,000			317,008

	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues
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MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	17,000	15,040	1,960	
Other (non Road Maint)	13,000	33,005	-20,005	
	30,000	48,045	-18,045	
Capital Outlay		0	A/P Acct Exps	55,356
Road Maintenance		49,487	P/R Acct Exps	42,176
TOTAL EXPENSES		97,532		97,532

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 3/14/22, Actual Revenue was MORE Than YTD Estimated By:

\$3,658.84

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
April (21%)	67,200.00			
May	0.00			
June	0.00			
July (2%)	6,400.00			
August	0.00			
	320,000.00	243,816.84	-76,183.16	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
April	45,000.00			
May	45,000.00			
June	45,000.00			
July	45,000.00			
August	45,000.00			
	540,000.00	314,846.99	-225,153.01	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
April	3,165.00			
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	28,570.01	-9,429.99	

PALOMINO VALLEY GID BUDGET WORKSHEET FY2022-2023

#2 - March 17, 2022 Meeting

By Cathy Glatthar, Assistant to the Board

	(1)	(2)	(3)	(4)	(5)
	Actual	Final	Estimated	Proposed	Change
	July 1, 2021 to Dec 31, 2021	Budget FY22	at 6/30/2022	Tentative Budget FY23	From 2/17/2022
Beginning Fund Balance		347,468	509,261 (Actual at 7/1/2021)	440,690	
Income					
Ad Valorem	185,617	319,934	319,934	340,000	-10,000
CTX Consolidated Tax	177,465	567,465	567,465	645,531	17,175
LGTA (Fair Share)	14,533	38,000	38,000	40,000	
Interest Income	19	100	100	100	
Other Income-FEMA Reimbursement	0	20,000	20,000	20,000	
Total Income	377,634	945,499	945,499	1,045,631	7,175
TOTAL INCOME & FUND BALANCE	377,634	1,292,967	1,454,760	1,486,321	7,175
Expenses - Public Works					
Salaries & Wages					
Employee Compliance Expenses	0	100	100	100	
Insurance-Workers' Comp	2,833	7,000	6,000	6,500	
Payroll Direct Deposit Fees	91	300	400	600	
Payroll Taxes	1,167	3,500	2,500	3,500	
Salaries & Wages/Regular	66,672	145,000	138,000	150,000	
Salaries & Wages/Seasonal	825	15,000	2,500	25,000	
Total Salaries & Wages	71,587	170,900	149,500	185,700	
Employee Benefits					
Insurance-Employee/Medical	15,478	40,000	32,000	40,000	
PERS Employer Paid Expense	15,828	36,000	32,000	36,000	
Total Employee Benefits	31,306	76,000	64,000	76,000	
Services, Supplies, Other Chgs					
Accounting Services	8,745	22,000	20,000	22,000	
Advertising	0	500	300	500	
Audit	11,145	11,100	11,145	11,500	
Equipment Maintenance Expense	21,663	30,000	35,000	30,000	
Equipment Non-Depreciable	636	1,000	2,000	2,000	
Equipment Rental	0	5,000	0	5,000	
Fuel & Oil	15,123	35,000	35,000	40,000	
Insurance-Liability/Auto/Equip	0	11,000	11,000	12,000	
Legal Fees	3,525	6,500	6,500	8,000	
Licenses and Permits	0	1,500	700	1,000	
Office Supplies	587	1,500	1,200	1,500	
Operating Supplies	1,879	3,000	4,000	5,000	
Public Relations	0	250	250	250	
Road Maintenance	168,948	683,592	500,000	824,396	7,175
Secretarial Services	8,770	18,000	18,000	20,000	
Signs	162	1,000	500	1,000	
Telephone	686	450	1,300	1,500	
Utilities					
Electric	884	2,400	3,000	3,400	
Restroom Rental	779	1,700	800	0	
Waste Removal	190	1,000	800	1,000	
Subtotal Servs, Supps, Oth Chgs	243,722	836,492	651,495	990,046	7,175
Other Income/Expense					
Other Income					
Cash Rewards	589	500	1,000	500	
Total Other Income	589	500	1,000	500	
Other Expense					
Cash Rewards Annual Fee	0	75	75	75	
Total Other Expense	0	75	75	75	
NET OTHER INCOME	589	425	925	425	
Total Servs, Supps, Oth Chgs	243,133	836,067	650,570	989,621	7,175
Capital Outlay	9,699	150,000	150,000	175,000	
TOTAL EXPENSES - PUBLIC WORKS	355,725	1,232,967	1,014,070	1,426,321	7,175
NET ORDINARY INCOME		60,000	440,690	60,000	
Ending Fund Balance		60,000	440,690	60,000	
		1,292,967		1,486,321	7,175

Proposed
Budget FY23

Beginning Fund Balance	440,690
Ad Valorem	340,000
CTX Consolidated Tax	645,531
LGTA Special (Fair Share)	40,000
Interest Income	100
Other Income-FEMA Reimbursement	20,000
TOTAL INCOME & BEGINNING FUND BALANCE	<u>1,486,321</u>
Salaries & Wages	185,700
Employee Benefits	76,000
Servs, Supps, Oth Chgs	989,621
Capital Outlay	175,000
Ending Fund Balance	60,000
TOTAL EXPENSES & ENDING FUND BALANCE	<u>1,486,321</u>

CAPITAL OUTLAY					
EQUIPMENT, VEHICLES, & STRUCTURES/YARD IMPROVEMENTS					
By Cathy Glatthar as Reviewed by the Road Committee					
FY 2021 BUDGET ALLOCATIONS AFTER JUNE 17, 2021 MEETING					
Priority	Item Description	Upper-end cost to purchase	Lower-end income from sale of old item	Estimated/ Net Cost	
Capital Outlay Balance as of June 17, 2021					\$91,537
1a	Building Option: Office Trailer remains as is, hookup water and sewer systems	Project completed Dec 2021 Actual Cost =		\$2,254	-\$2,254
Balance remaining					\$89,283
2	Water Truck (would sell 2005 Int'l water truck)	\$60,000	(\$30,000)	\$30,000	-\$30,000
3	Water Tank (would replace the tank on the 1995 Peterbilt water truck) (Cost updated 9/2021 from \$24,000 to \$30,500)	\$30,500	(\$500)	\$30,000	-\$30,000
Balance to go into a Maintenance Building Fund					\$29,283
PROPOSED ALLOCATIONS OF REMAINING FY22 BUDGET - FOR THE FEBRUARY 17, 2022 MEETING					
Capital Outlay Budget for FY22					\$150,000
	Wayside Well Major Repairs on 8/23/2021 (Including lowering pump)	\$7,534	\$0	\$7,534	-\$7,534
4	Two (2) Pickup Trucks from TMFire (Pending)	\$5,000	\$0	\$5,000	-\$5,000
6	Grader (would sell John Deere 670 grader - anticipate \$20,000 proceeds, but not sold as of 2/17/2022 meeting)	\$45,100		\$45,100	-\$45,100
Balance remaining					\$92,366
Added 9/16	Elevated Tank for Ironwood-WTFS	\$35,000	\$0	\$35,000	
1b	Maint Bldg (\$125,000 less bldg fund \$29,283 fr above)	\$95,717	\$0	\$95,717	-\$95,717
4	Pickup Truck to replace 1983 Ford welding truck	\$15,000	\$0	\$15,000	
5	Tilt Bed Trailer (would sell Zieman tilt bed trailer)	\$20,000	(\$4,000)	\$16,000	-\$16,000
Balance remaining					-\$19,351
PROPOSED FY23 BUDGET AND ALLOCATIONS					\$175,000
Balance remaining from FY22 plus FY23 budget					\$155,649
7	Excavator	\$75,000	\$0	\$75,000	-\$75,000
8	Loader (would sell 1990 Case loader)	\$60,000	(\$15,000)	\$45,000	-\$45,000
TOTALS		\$345,817	(\$19,000)	\$326,817	-\$9,451
9	Hot Patch Program Equipment: (Postpone)				
	Paver	\$30,000			
	36" smooth-drum roller	\$15,000			
	Trailer for roller	\$10,000			
	Tack pot	\$15,000	\$70,000	\$0	\$70,000

PVGID OPERATIONS MANAGER'S REPORT

Report Period 2/14/2022 to 3/13/2022

ATTACHMENT: 3/17/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Wilcox Ranch: Spread 3390.62 tons of Class E from near 5255 Wilcox Ranch to near 2850 Wilcox Ranch - 2.7 miles

OTHER ROAD WORK:

1. Range Land: Spray 2,000 gallons of mag-chloride on new Class E

OTHER:

1. Office work
2. Road committee meetings
3. GID Meeting
4. Post Agenda
5. Road Surveys
6. Town for parts
7. Misc. Yard work
8. Cattle Guards for Range Land: Prep and Prime
9. Ironwood well: Replace gate-valve seal

EQUIPMENT:

1. '91 670 Grader: Change oil & filter, fuel filter, air filter, lube. Prep grader to put up for sale. Removed all GID equipment.
2. '03 770 Grader: Change oil & filter, air filter, lube. Had six new tires installed.
3. '01 F450: No start when cold. Block heater inoperable - had replaced, had glow plugs and relay checked, they were good. Changed oil & filter, lube. Changed fluid in front and rear differentials.
4. '05 772 Grader: Inspect machine completely as new to fleet. Change oil, lube, install new block heater, missing ladder on side of cab - install new, redirect auxiliary hydraulic hoses and remove auxiliary hydraulic levers (Not in use), install company radio and antenna, install SK's CB radio for Class E delivery, install warning light, change front head lights back over from high snow lights back to original lower position, right upper door hold open latch inoperable - repair. Had to build and weld a brace to protect accumulator on side of frame. Had Les Schwab Install six new tires.
5. '02 Pete: Change oil & filter, lube.
6. '05 IR Compactor: Hydraulic hose failed - remove, take to town to have one made - install new hose.

From: Shawn Kelly

I would like to respond to the issues brought up at the last board meeting on February 17, 2022.

Regarding Wilcox Ranch:

Don Otto emailed a road request to grade Wilcox Ranch on February 8th. Since Wilcox is 5 miles long, a request for specifics was sent within an hour. It took Don 5 days to respond on the 14th. It was inspected and was addressed in an email on the 16th. At that time, the crew was working on the Range Land Road project.

I disagree with Greg Dennis' assessment that Wilcox is in an acceptable condition. I do feel that Wilcox from Crazy Horse to almost Goodher is very rough. I have skimmed the road in places trying to correct some of the conditions; however, the Class E is very thin and I am trying not to pull up any native material as Wilcox is due to be covered with more Class E.

Regarding Quaking Aspen:

First, I was not aware of any problems with the ditches on Quaking Aspen until the last board meeting on February 17th. Upon hearing about the "ditch problem", I personally inspected the areas on the following Monday. Some board members were concerned about safety due to the vertical cut of the ditch line not having a 2:1 swale. At the time, instead of making all the passes necessary to construct the 2:1 slope and pull the back slope for one road, such as Quaking Aspen; I cut a functional drainage ditch on multiple roads that day. I do not disagree with their assessment of the proper ditch construction; I know the proper way to construct a ditch, however, I was trying to open as many drainages on as many roads as I could in case of more wet weather. To address the safety concern, I measured the road from edge of ditch to edge of ditch for almost a mile and a half (between Wilcox and O'Hara). The average width was 24' and the last ½ mile averaged 19'. There are still weeds in most places between the edge of the gravel road and the ditch showing that I never encroached on the roadway itself, as some board members had said. I will agree that on sections of the north hillside of the road there are up to 8" berms next to the ditch with some rocks (but no boulders, as was stated) which are still 2'-3' from the edge of base; and they will catch water coming off the hillside. At a future date, I intend to address the swales and windrows.

I would like to point out that prior to us basing roads in the valley, rocks would surface a short time after grading due to poor soil conditions. As rocks surfaced, Larry and Tricia Johnson would stop at times in their travels to remove the rocks from the roads. Rocks have always been an issue to contend with on GID roads.

Regarding the Grading of Roads:

As I said last month, many of the roads are or were still frozen contrary to what Don Otto said. He stated we have had only a couple of freezes and by 9:00 am it is okay to grade. "That's what he has been doing." Since we have had over 7" of precipitation this winter and at least 2 months of below freezing temperatures, the roads have not been able to thaw to a gradable condition. This makes grading impractical, as frozen chunks are lifted and dragged across the roadway creating an uneven surface. I have tried multiple times throughout the system and have had chunks. I would like to point out that grading roads that have been driven on for 50-60 years is way different than grading on work sites where native soils and material that was trucked in are easily gradable, as I believe that is the type of work Don does. Also I would like to point out the Palomino Valley road system is unique with its 80+ miles of dirt roads

Regarding the Road Committee:

It was stated that the Road Committee was established out of necessity due to problems with a previous employee. When I was hired, I was told the Committee would continue until I learned the system. During Larry Johnson's last year on the Road Committee, our Monday meetings consisted of talking about hunting and such, then he would ask if there were any road requests. If we had any request we would discuss them. Otherwise when he left the meeting he would say, "It is hot and dry, so grade, grade, grade." These meetings generally lasted around 30 minutes.

There has been discussion of changing the now monthly meetings to weekly and changing the members. Since I have learned the valley's road system I don't believe there is a need for once a week meetings, as they take time away from working on the roads especially during the hot/dry season. In addition, requests from the residents have been handled in a timely manner (conditions permitting) as John Patterson has stated. I have been planning the GID maintenance and some projects over the last 4 years with good success. There has been little need for the Committee to micromanage or change my plans. Since my employment, most of the GID roads have improved tremendously.

There was also a comment at the last board meeting about 2 Board members "Dan and Don" having 70 years experience between them. Although both have experience on equipment, only Dan has had extensive experience with our road system. As to my experience with Don, the winter of 2019, he came in to help with flooding issues. The grader broke down (wasn't his fault), but he left the entire cab and windows full of mud as well as the moldboard. The mud on the moldboard froze, and it took two weeks for us to get the moldboard to move. I believe a good operator always cleans his machine or least tries to. After the February 14, 2019 flood, I met with Larry and Don at a road that was severely damaged. Don, who was on the road committee at that time, offered to go out and get some drainages opened up. I asked him if he could slow down and take it easy on the equipment because the last time he left the yard going full throttle causing mud to fly all over the machine. He told me that's what those machines were made to do. I am one who believes that equipment should always be taken care of so it will last, even if I don't own it! Also, he leaves equipment for someone else to clean up after him. At that time, I was told I couldn't tell a 30-year operator what to do. I don't care how many years they have done it! If they're hard on equipment, it is wrong. Another time, during a special project, I hired Don to run the dozer at the Wayside pit to cut material so we could spread it on Range Land. He only lasted 3 hours then he got disgusted with our dozer and simply left. Thankfully, I had another temporary worker who stepped up to finish Don's work. Another thing, Don has repeatedly said that roads don't need water to grade! I believe that any 30-year journeyman grader operator should understand the importance of water; not only does it help when cutting the road, it is the glue that holds the road together. Also, using water is easier on the equipment and less likely to start a fire.

Don has had a toxic attitude regarding the GID employees for years, as a resident and as a board member. As a board member, he has specifically had a vendetta against me, which I put on the record in the past. A former board member told me that in November 2020, Don met with him and another board member-elect, and Don talked to them about getting me fired. In addition, recorded at last month's meeting, I believe Don broke the open meeting law, again, as he communicated with multiple board members about the condition of Wilcox Ranch and the ditches on Quaking Aspen. Also it was brought up by another board member that he received a separate text from Don about the Quaking Aspen ditches, and in Don's text, he stated, "that's what we get for hiring a truck driver." Dan said he also got that same text, which violates the NRS 241 open meeting law, as that's considered to be a "walking quorum."

In conclusion, because of the hostile and toxic work environment that Don has created for me as an employee of the GID, including the libel and slander I have endured these past few years, Something Must Change! I enjoy my work and the challenges of being the operations manager. Also, I have upgraded many pieces of equipment which has helped to improve the road system. I believe the valley is going in a positive direction. However, as long as Don Otto continues to create such a toxic and hostile work environment, I will reluctantly be forced to give my resignation. Thank you for the time.

Tips for Handling Toxic Board Members

SHARE

Imagine that your mission is a destination. Your organization and its operations are the vehicle moving towards that destination. Your board members are the drivers behind the steering wheel of that vehicle. Your board members' goals should ensure that organization continues to stay on course. They should be shaping a secure and sustainable future for the organization by implementing sound procedures and financial management policies. But what happens when the drivers aren't in agreement? What happens when one driver hijacks the car? The car stalls or otherwise gets lost from its destination. Similarly, when there is a toxic board member, the organization can't move forward. Here's how to recognize and handle a toxic board member, ease tensions, AND preserve the organization's future.

Identifying a Problem

The first step to solving a problem is recognizing that one exists. Some of the biggest complaints and behaviors that we see that both cause tension AND are signs of a bad board member include:

- regularly missing meetings
- pursuing a personal agenda
- refusing to help fundraise
- failing to handle confidential information securely
- refusing to accept or complete tasks
- failing to disclose conflicts of interest
- monopolizing board discussions, or simply not participating in the conversation at all
- behavior disrespectfully toward the board president and other members

Taking Action

If any of these behaviors are occurring within your organization's board of directors, they should be addressed sooner rather than later to prevent any further tensions and damage to the organization.

Step 1: Review board member requirements with the entire board

At your next board meeting and/or via email, review the requirements of board members with everyone on the board. (If you don't have board member requirements, then take the time to develop them now.) This way, the toxic board member won't immediately feel singled out. Additionally, reviewing board member requirements with the entire group helps ensure that every board member is on the same page concerning duties and requirements and brings any problematic behaviors to light.

Step 2: Have a private conversation with the toxic board member

If the problematic behavior persists, have a frank discussion with the toxic board member in private. It's important to note that the Chair or President of the board is responsible for these conversations, not the organization's Executive Director or a fellow board member.

This conversation should include:

- Clear communication of how their behavior does not meet the board member requirements

- A discussion on how disruptive behaviors prevent good decision-making and the negative effects their actions have on the organization's future.

- A discussion of the disciplinary plan of action that will occur if behaviors do not change. This plan should conclude with a removal.

Step 3: Remove the toxic board member

If the member's behavior does not improve, and the steps of the disciplinary plan of action have been exhausted, then the best choice for the organization's health is to remove the toxic board member.

If the board's next election is already in the works, you can first ask the exiting board member to resign. If this is not effective, consult your organization's bylaws to see what kind of vote will be required to remove this member (e.g., majority, two-thirds, unanimous, etc.).

When presenting a case for a board member's removal to the rest of the board, remind members of the requirements you recently reviewed together, how the toxic board member's actions violate these requirements, and the exhausted disciplinary plan of action.

Moving Forward

For your organization to function effectively, its board of directors must create an open dialogue of productive discussions in a respectful environment. If a member is threatening this possibility, the sooner the issues are addressed, the better. Often, problematic behavior can be remedied by effective, early intervention. If this does not work, you should not hesitate to more drastic steps to address issues and get the organization back to operating healthily.

If you're looking toward your nonprofit's future but not sure how to get where you want to go, our experts can help you take the first steps. Contact us to learn more about our nonprofit consulting services.

PVGID MINUTES MARCH 17, 2022
ATTACHMENT - Agenda Item 5.c.
Road Improvement Suggestion

Subject: Input on capital improvements

From: Brannon Shreve

Sat, Mar 12, 2022 at 4:55 PM

With all the new houses off of Broken Spur going in we should find a way to pave Broken Spur all the way to Whiskey Springs. Or at least get a nice road base packed road that stands up to the traffic better. It's pretty bad and it gets bad very quickly after it's fixed. Thank you for all that you do for our valley.

REGULAR MEETING

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

Thursday, April 21, 2022

MINUTES

Trustee John Patterson called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, April 21, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were John Patterson, Larry Johnson, and Greg Dennis (by phone). Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Louie Test, Legal Counsel (arrived at 7:01).

2. **Public Comment:**

Rob Valceschini gave his support to Shawn and his crew. He said he had been reading the minutes of the past meetings and stated that Shawn was doing a great job with what he had. He said Shawn had a lot of support in this community and the minutes from the past two meetings were a little embarrassing.

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

3. **Approval of Minutes - March 17, 2022:**

Trustee Dennis asked Cathy to do a word search for “than” and “then” as there were several instances where the wrong word was used.

Cathy said she would make the appropriate changes.

Trustee Johnson made a motion to approve the February 17, 2022 minutes as amended. 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). The total cash in all accounts was \$535,306.45. Income for the month was Ad Valorem/Property Tax \$49,035.59, Consolidated Tax (CTX) \$41,065.34, and LGTA/Fair Share \$5,184.09.

Vickie reviewed several of the payments: 1) Sierra Rental and Transport \$21,010.35 for trucking of Class E to Wilcox Ranch Road (\$15,441.15), and for trucking Class E to Prairie Road (partial - final billing pending) (\$5,569.20); 2) Teichert \$11,188.70 for 1,738.70 tons of Class E for Prairie Road; and 3) Les Schwab \$2,570.92 for two steer tires and installation for the 2005 International water truck.

In response to Trustee Dennis' question, Vickie explained that the CTX revenue amount was not cumulative; the \$41,065.34 was the amount we received this month.

In response to Trustee Johnson's request for clarification, Cathy Glatthar confirmed that the CTX revenue is primarily from sales tax, and LGTA is also primarily sales tax. Ad valorem is property tax and all property owners within the District pay a specific portion of their property taxes to the PVGID.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the report (see attached) and stated the ad valorem/property tax actual revenue from the fourth installment was just over \$18,000 less than expected. Consolidated Tax (CTX) revenue was less than estimated by nearly \$4,000. LGTA revenue was more than estimated by a little bit more than \$2,000. Overall, actual revenue was less than year-to-date estimated revenue by \$16,421.14. Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$341,219.

Trustee Johnson explained for the audience that there were four months left in this reporting period and the average monthly expenses of \$30,000 for four months were held back (\$120,000) and reserve funds equaling two months of expenses (\$60,000) was being held in reserve. He said we are pretty conservative with our dollars.

In answer to Trustee Johnson's question, Cathy reported last month's Estimated Net Operating Funds for Road Improvements was \$349,000.

c. Work on Final Budget for Fiscal Year 2023 (FY23) (From 7/1/22 to 6/30/23):

Cathy Glatthar reported receiving a letter from the Department of Taxation stating that the PVGID's tentative budget was in compliance with the law and appropriate regulations.

Cathy referred to her updated Budget Worksheet #3 (see attached) and explained there were a few changes since last month (see column 5). She explained we received the final, abated property tax revenue projection on March 25th, and the figure was higher by \$854, so that amount has been added to the projected revenue. At the bottom of the worksheet, the Capital Outlay expense figure has been reduced by \$50,000 (as approved at the March meeting). The aggregate change of \$50,854 has been added to the Road Maintenance expense line item.

Trustee Dennis said he thought we needed to have a minimum of \$100,000 for Class E, and we still needed to build the maintenance building and have some money left over to buy some equipment. He asked if those items were still in the projections?

Cathy explained we still had \$181,000 in capital outlay being reserved and that was the carryover from FY21 and the remaining capital outlay budget for FY22 [this reserve was for capital outlay only, not road improvements].

Cathy said if there were no further changes from the Board, this worksheet will represent the final budget for FY23, which will be presented next month during the public hearing.

Trustee Johnson clarified that this was a "paper" budget. We are not held to these dollar amounts per category; that we can transfer money between categories, if necessary. This is a process we must go through, and the budget has to be submitted to the State. Our annual audits have given us an A+ rating, a clean bill of health, on our fiscal handling of taxpayers' money.

5. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis said he was sure Shawn was taking care of things, and Shawn had put down the Class E base on Prairie Road. He said we had probably used up our budget for Class E base and would have to wait until we had more funding before we could do more Class E surfacing.

Trustee Johnson thanked Shawn for grading some roads. He said he looked at the grading done on Quaking Aspen, and said, "good workmanship." He said he wished we had more gravel to put down because we had native soil showing through in some places, but the road was crowned and the "V" ditches were skillfully graded and he thanked the crew and commended them for that work. He said he was pleased with all the roads that he had driven that had recently been graded, and thanked the crew.

Trustee Patterson said when he looked at the grading report and the requests that had come in, and there were quite a few requests, that it looked like the crew was handling those requests in a timely fashion. He thanked the crew.

b. Operations Manager's Report:

[Operations Manager's Report - Period 03/14/2022 to 04/17/2022 (see attached)]

- Shawn said as far as requests were concerned, every road that was requested to be graded had been done, unless the request had just come in.
- Shawn explained they were having a few issues with the Class E material. He said as he has been laying down the Class E, it has been coming up with balls of clay. He said he called the foreman at Teichert and the foreman came out and looked at Range Land Road. Shawn said they would get it squared away and he was also going to work with the salesman at Teichert.

Shawn explained they have covered 18 miles in Class E, and about 12 miles of that was the newer material. He thought he could remedy the problem by putting down a one-inch, skim layer of Type II base on top. He said when they graded Quaking Aspen, it was a new, out-of-the-box method. He said if they had graded it like they normally would, they would have pulled up every rock in that road. He explained that they would have to do the same with the skim coat of base. They would have to get the Class E very wet and then put down the base and use the roller to pound the base into the Class E in order to get the base to bind with the Class E.

Trustee Johnson explained that what Shawn was seeing was a combination of excessive fines (minus 200), coupled with an increase in plasticity, and coupled with the use of mag-chloride. When the mag-chloride hits that clay, it makes it sticky. He said he was not sure that Shawn would need to cover the newer Class E with Type II base because we were almost into May and we should not have that much wet weather. We would wear that surface down and off through the summer and fall months. He said we might be able to weather this and if we could get into these drier months, a whole lot of this would take care of itself.

Shawn said he understood that, but it seemed like right after they had put down the Class E, within a week, they got a storm. He said he would need \$60,000; that he had to cover the Wilcox hill and that had to be Type II base.

- John Geyer, in the audience, thanked Shawn and said he appreciated Shawn’s work. He said he was curious about Broken Spur; there was a tremendous amount of dust being generated and he wondered if there were any Federal funds or monies available for air quality?

Shawn explained that he was really frustrated; that he has tried to get the contractors to use the asphalt-surfaced roads instead of the dirt section of Broken Spur, but they continue to use the dirt section of Broken Spur. He explained that Class E on the first section of Broken Spur would help tremendously, but that road needed to be raised first. He said Broken Spur would have to be a special project.

Beverly Geyer also asked about Federal funds for air quality.

Trustee Johnson explained that over the years, Boards have sought every funding source they could identify - Washoe County, State, and Federal - and they had not been successful.

Trustee Patterson said in response to the Geyers, item c is future road improvement projects, and before we go onto the contract for the pavement rehabilitation, he said the Board has talked about improvements to the north end of Broken Spur [south of Whiskey Springs Road]. He said there are drainage problems there, the dusting, and obviously Trustee Johnson has talked about it, and it was a project that was near and dear to him, as well. He said he thought they would hear more about this project after they get through the pavement rehab this summer; maybe move the Broken Spur project into the fall.

- Ron Gray, in the audience, said he and his wife own property on Calle de Mariposa, accessed from Encanto. He said they understood when they bought the property there wasn’t going to be anybody coming up there to do road work.

Trustee Johnson explained to Mr. Gray that when the District was set up, a road system was accepted for maintenance, and the roads Mr. Gray was speaking of had not been accepted for maintenance and those roads were beyond the limits of the accepted road system. He added that the GID does not do any maintenance on those roads, so Mr. Gray can maintain his own roadway.

c. Future Road Improvement Projects - Strategic Planning, Implementation, and Funding:

i. Possible Approval of Pavement Rehabilitation Contract/Bid Documents:

Trustee Johnson reviewed the 2022 Seal Coat Program construction/bid documents (see attached). He read portions of the proposed project “Scope” from page 8, as follows:

The project consists of placement of chip seal on approximately three (3) miles of Ironwood Road from Amy Road west to end of last year’s chip seal at an average width of 22.5 feet, Amy Road approximately one half (1/2) mile from Ironwood Road north to Sharrock Road at an average width of 21 feet, and Axe Handle Road approximately 0.6 miles from State Route 445 through the intersection of Bacon Rind Road at an average width of 21.5 feet ...

The project will also include the placement of a Cape seal on approximately 1.35 miles of Right Hand Canyon Road from the intersection of Whiskey Springs Road extending southeast at an average width of 19 feet.

Trustee Johnson explained the construction documents included a notice to bidders, which is an advertisement required by law; in addition, we email this to qualified contractors who do this type of work. He reviewed some of the other information from the construction/bid documents and stated the completion date for this year's project is July 29th. He said the bid deadline date is May 5th, and that was so that the bids can be received and reviewed by the Board and then a notice to proceed could be issued to the contractor to do the work.

Trustee Dennis asked if Trustee Johnson remembered how many square feet of chip seal we did last year? He said he thought we were doing a substantially greater amount of square footage this year. He thanked Trustee Johnson and Cathy for putting the documents together.

Trustee Johnson said it appeared that Cathy had the documents from last year and was looking for the information Trustee Dennis requested.

Trustee Patterson made a motion to approve the construction and bid documents for the 2022 Seal Coat Program including the necessary advertisement, bidding, award, and construction with the bid deadline of May 5, 2022, and that the award of the contract be authorized to Trustee Johnson and President Dennis, and to authorize Trustee Johnson to handle contract administration, approval of any necessary change orders, and processing of completion and payments with a maximum expenditure of \$270,000. Trustee Dennis seconded the motion, and hearing no opposition, the motion passed.

In answer to Trustee Johnson's question, Cathy said she would handle the advertisement of the bid notice (Invitation to Bid).

Trustee Johnson explained the chip seal program was identical to what they put on the section of Whiskey Springs Road from Pyramid Highway in approximately three miles, and Ironwood Road from Pyramid Highway in approximately two miles. That was the product they could expect to see this year; the only difference in products would be on Right Hand Canyon Road. He explained Right Hand Canyon Road was a total mess of deteriorated, aged asphalt that has been patched for the past 25 to 30 years. That is why they are going to do a Cape seal and use the thicker Type III slurry seal over top of the chip seal. He said this would not be perfect, nor would it be as smooth as some of our other roads because of the condition of the existing asphalt. He repeated what Trustee Helton said at the last meeting, that "Bad pavement was better than [good] dirt."

In answer to Trustee Dennis' earlier question, Cathy reported 600,000 square feet of chip seal was done last year at 30 cents per square foot for a total of \$180,000.

Trustee Johnson said this year we would be doing 615,000 square feet; a similar program as last year, because they split it up, budget wise, into two years.

ii. Surfacing Roads with Class E:

Trustee Patterson read a public comment from Trustee Otto (see attached) regarding Trustee Otto's request to have Quaking Aspen Road "... based out with enough material that the maintenance of it can be redone without scraping up the existing protruding rocks and the nasty clays underneath that we are dealing with now."

Trustee Johnson disclosed that he, like Trustee Otto, also lives on Quaking Aspen Road. He said he has lived there for 30 years, and it's the best that road has ever been. He said, unfortunately, he thought Trustee Otto's comment was somewhat self serving. He explained since he became a Board member, he has directed the maintenance supervisor that his road gets done last; that he didn't want even the remote appearance of what was being suggested. He said he, for one, would not be in favor of expending District monies to fulfill Trustee Otto's request.

Trustee Dennis said he thought both Shawn and Chuck had done an excellent job in trying to maintain Quaking Aspen Road. That road was a seasonal road and the GID did nothing during the winter months and now it's been upgraded and we do maintenance up there. He said he thought Trustee Otto's comments were not good for the GID in terms of Mr. Otto being a Trustee.

Trustee Johnson said he didn't mean to ever be offensive to the audience, but he moved out onto a terrible road 30 years ago, and he accepted responsibility for his decision to live where he does. He thought all of us needed to accept responsibility for our own actions. He said the upper portion of Quaking Aspen was deemed by original Boards as a seasonal road that would only be graded once a year and was to be maintained for four-wheel-drive traffic only from May through October. People are building and moving in on upper sections of Quaking Aspen Road and are demanding maintenance. He said he personally did not think that was proper.

Shawn said they did have fire trucks get stuck on Quaking Aspen and that was when they added base and restructured the road a bit.

Trustee Johnson said Quaking Aspen Road had been improved tremendously.

Trustee Patterson said as far as the Class E goes, Shawn had started discussing this under the Operation Manager's report and what we needed to discuss was money being allocated to Class E.

Shawn started discussing the Class E pricing and costs, and the possible remaining budget after the seal coat program bids came in.

Trustee Johnson stated that the decision was premature; that they needed to wait and see how the seal coat program bids came in. He suggested they wait until next month's meeting to make a decision with the Class E or possibly make improvements to Broken Spur; we needed to weigh priorities.

Trustee Patterson agreed and said he'd like to wait until next month. He said he would like to prioritize the miles and re-evaluate each month and allocate some portion of the Class E budget each month.

Trustee Johnson said Shawn needed to get a handle on the Class E material quality.

Shawn agreed and said the Type II base was a known product, but the Class E had to be properly specified.

Trustee Johnson said the problem on some of these roads was Teichert had provided us with a sub-standard product, and Teichert has responsibility there.

Shawn said Teichert knows what he wants and it won't happen again.

Trustee Johnson said he liked Shawn's approach.

Trustee Dennis said Shawn could not be in two places at one time; he could not be at Teichert seeing what was loaded onto the trucks, and, at the same time, be on the blade, the compactor, and the water truck trying to put the material down on the roads.

Shawn stated that once Teichert gets a handle on reducing the clays and fines, he would try to get Teichert to set aside a separate pile just for the PVGID that would possibly be a mix of Class E and Type II base. He said we might have to pay for the material in advance.

Trustee Patterson said he felt that Shawn would get it worked out.

iii. Other Possible Road Improvement Projects:

Trustee Johnson said he had mentioned Broken Spur, and that was a road that could use improvement. He said it had very poor drainage, the road needed to be raised, needed to have roadside drainage installed, and it needed culverts installed; that was a fair amount of work.

Shawn said he believed it was a special project

Trustee Johnson agreed and said it had a dollar sign behind it.

Trustee Patterson said Broken Spur was like a Range Land Road project.

Trustee Johnson agreed and said it was on his priority list. He said we have 44 roads in the Valley, and we were chipping away at them. He said we have a number of them with either Cape seal or chip seal; that approximately 18 miles of our 93-mile system was surfaced. Also, we have 18 miles of Class E-surfaced roads, so over one third of our entire system has been improved. Each year we are getting closer, and everybody wants their road improved now; we are doing the absolute best we can.

Shawn said we were having a serious issue with Grass Valley west and he hoped to get the first mile of that road surfaced. All that was there was gravels and those sticky clays; grading barely lasted a couple of days. He said he hoped to tie in with where the previous improvements were made. He said he wanted everybody to understand that once this year's chip seal was done, we would have about four years to apply the road improvement budget to funding a Class E program and getting the roads covered.

Trustee Johnson mentioned next year the major portion of the chip seal budget would go into Axe Handle Road from the Bacon Rind intersection to the top; about two miles; a minor amount compared to this year and previous years. He said if we continue with wet winters, in 2024 we might have to redo some of these

areas, but if we have mild winters, we may be able to postpone some of this until 2025. He said Shawn was right and maybe in 2023 we would have a significant budget for gravel surfacing.

Trustee Dennis asked if the drainage would be okay if we did chip seal on Axe Handle going up the hill?

Shawn said it would be a project where we might have to rent a mini-excavator to get the drainage necessary; it would be a big job.

In answer to Trustee Johnson's question, Shawn said they did not have water runoff this past winter; all the water was flowing in the ditches.

Trustee Johnson said for this year's seal coat program, our crew was going to have to do major patching before the seal coats were put down.

Shawn said on Right Hand Canyon Road, they will probably spend \$10,000 to \$15,000 on patching.

In answer to Trustee Patterson's question, Trustee Johnson said the patching work would have to be done in May.

Trustee Dennis said the patching was not part of the seal coat bid and we might not have much money left after the seal coat project was completed.

6. Old Business:

a. Current and Future Development Impacts, including but not limited to Area Plan Updates and the Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Patterson said he didn't have a lot to report because he was waiting for Washoe County to respond to some emails he had sent to them.

7. New Business: None

8. Judicial/Government Affairs:

a. Open Meeting Law:

Louie Test explained that over the last few meetings there were a number of Open Meeting Law (OML) issues raised as they pertain to the Trustees. He reviewed and discussed an OML handout (see attached), as follows:

1. Subcommittees appointed by the Board of Trustees

This was discussed quite a bit at the last meeting. If a subcommittee, appointed by the Board, consists of two or more Board members and/or staff, those subcommittee meetings would be subject to the OML and would have to be properly-noticed, open, public meetings. [Note: The Road Committee (subcommittee) was eliminated at the last meeting.]

2. Serial Communications/Walking Quorum

Serial communications occur when you have two Trustees discussing and deliberating on a PVGID topic, and one or both of those Trustees then goes and talks to another Trustee about the same matter. That's a violation of the OML. The same applies if emails or texts are sent out by a Trustee to two or more other Trustees and there are any responses, that's a violation. Even if there was no deliberation, the perception of a violation should be avoided.

3. Comments Regarding an Employee's Character and Competency

Character and competence of an employee must be conducted in a closed session. If a Trustee has a problem with the character and competence of an employee, they must request a closed session be held (which would have to be at a future date in order to properly notice the closed session).

4. Comments Regarding a Trustees' (Elected Official's) Character, Alleged Misconduct, or Professional Competence

You can't have a closed meeting to discuss an elected official's (Trustees are elected officials), character, alleged misconduct, or competency. Trustees, as elected officials, cannot be removed. They can be censured, but you would have to point out why the censure was happening and have facts and information to justify any type of allegations of misconduct.

5. Board Members-elect Are Subject to OML

Newly-elected Board members, even though they have yet to be sworn in, cannot meet with, email, text, or have any type of communication with a quorum of the Board.

6. Penalties for Violations of the Open Meeting Law

Civil fines can be imposed. If you intentionally violate the OML, it can be a criminal charge; it can be a misdemeanor. Whenever the Attorney General's Office gets a complaint, they have to open an investigation; that starts costing money for everybody.

Shawn asked if a [Trustee] is attacking [him or another employee], can we stop the discussion and request that a closed session to be held at a later date?

Louie agreed.

Shawn said we can [and should] stop the discussion, so that way, he didn't always feel like he had to come back and defend himself [or the other employee].

Louie said that didn't mean that Board members couldn't talk about the roads, but once they started making personal comments about an employee, that ends the conversation. The process starts with a Board member asking to have a closed session (possibly at the next regularly scheduled meeting), proper notice is sent to the employee so they can bring legal counsel or whoever it is to come in to discuss the matter in a closed session. However, the Board cannot take action in the closed session. The Board must have an open, public session so that if there is going to be a motion made in regards to anything that occurs within that closed session, it has to be made in the open meeting. You cannot take straw votes in a closed session; opinions can be expressed during a closed session, but you can't take any action in a closed session. If action is warranted or some person feels it's warranted, then they make the motion in the open meeting.

Trustee Patterson asked if you were going to talk about the competency of a Trustee, should that be agendized?

Louie said yes, it must be on the agenda.

Trustee Patterson added that the conversation must stop.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Vickie had the third Quarterly Economic Survey signed tonight and it must be submitted to the Department of Taxation by May 15th.
- Next month we will have the closed sessions for the employee performance appraisals. We normally have those sessions in June, but they needed to be moved to May. The Board members submit their comments to the President and the President conducts the Operations Manager's (OM's) performance appraisal. The OM's appraisal is reviewed during the closed session. Trustees may make comments during the closed session, but Trustee Dennis may not fill out the appraisal during the closed session. Trustee Johnson clarified that Trustee Dennis can fill out the appraisal after the closed meeting and take into account the comments of the other Trustees during the closed meeting.
- Shawn will conduct our employee's performance appraisal.
- Next month's meeting will be on May 19, 2022. It will start at 5:00 p.m. with the closed sessions and the open session will start at 6:00 p.m. We will also have the budget hearing (during the open session).
- The notice of the public hearing will be published in the newspaper on May 11th, per NRS.
- Employee compensation will be on the agenda (open session).
- Once it is approved and signed (by at least three Board members), Vickie, will send the final budget to the Department of Taxation and the Washoe County Clerk by June 1st.
- For the 2022 Seal Coat Program, Cathy will handle the advertising of the Invitation to Bid notice for next week and opening of bids on May 5th.

In regards to the OML, Trustee Johnson asked if the bids could be circulated to the Trustees prior to May's meeting?

Louie said no.

Cathy said Trustee Johnson could share the bids with one other Trustee.

Trustee Patterson said that was just information and not deliberation.

Louie said true, but the concern was conversations that might go on between Board members after the information was released.

Cathy said the other issue was any information, supporting material, etc. given to a quorum of the Board had to also be given to the public at the same time.

Trustee Johnson said, "let's not."

In answer to Trustee Dennis' question, Louie and Cathy agreed that the bids we receive are public documents and open to the public.

10. Correspondence:

- Cathy Glatthar reported receiving an Agency Review memorandum from Washoe County Planning, and there were two items for the PVGID to review. She stated any comments or conditions of approval were due on April 29th. Both cases were divisions of large parcels: one was on Piute Creek Road - a parcel was being divided

into three 40-acre parcels; the other case was a parcel on Ironwood Road and that parcel was being divided into two parcels. She said since this item was not on the agenda, it could not be discussed. She asked for permission to get with Trustee Patterson to have conditions submitted to the Planners for these two cases. She explained that we normally submit the condition of approval that the applicant must comply with the PVGID's Resolution F19-R1, Access to PVGID Rights-of-Way.

Trustee Johnson said that resolution mainly addressed drainage.

Trustee Johnson said the conditions should be clear that any new access roads were private and to be maintained by the property owners.

Louie and Cathy both stated that the parcel maps indicate the access easements are private.

11. **Public Comment:**

- Debra Shirk asked if there was any attendance rule or law for Board members? She said she noticed that there were two Board members who were never here.

Louie explained the Board could come up with policies and regulations on what the Trustees should be doing. The Board could establish attendance requirements, but they could not remove a Trustee for not attending meetings. The Board could censure a Trustee, like what happened recently with a School Board member.

Trustee Patterson said, "ultimately the voters decide."

- Carla Eigenauer said she didn't see Microwave Road listed on the roadwork report, yet she noticed there were a lot of improvements to Microwave Road. She asked who paid for those improvements?

Trustee Johnson stated NOAA (National Oceanic and Atmospheric Administration) paid for that work. Microwave Road from the intersection of Quaking Aspen Road has not been accepted for maintenance by the PVGID.

- George Boyce asked if the Board was going to enforce the culvert requirements set forth in Resolution F19-R1?

Trustee Johnson stated we have no enforcement authority. At the same time, we have requested through the Washoe County Building Department that all building permits take into account our requirements, and Shawn or the President of the Board has to sign off on those permits. He said if you know of an instance where that was not being done, please contact Shawn or Trustee Dennis and they will look into that.

Mr. Boyce asked how far back does that rule go as far as putting in culverts?

Trustee Johnson said that was not retroactive; they could not force anybody.

Shawn said this applies only to new building permits.

Trustee Johnson added that we have, in certain problem areas, approached the homeowner and said if they provided the culvert, we would install it; just to solve the problem and save our roads.

- Shawn Kelly said, because he believed this was Cathy Glatthar's last meeting that she would be attending in person, he just wanted to thank her so much. He said Cathy has been so awesome and helpful in every aspect of these meetings for him. He said he hoped the big stack of papers Cathy brought tonight did not come to him.

He said there was so much knowledge Cathy had, and he was going to miss her tons.

Trustee Johnson said Cathy was indispensable; that he has worked with Cathy for nearly 12 years, of which he was President for 11 years. Cathy was absolutely the heart and soul of this District, and he thanked her very much.

Louie Test added that Cathy was a pretty good paralegal, too.

Trustee Patterson said Cathy was pretty good at listening to a couple of his rants on the phone.

Trustee Patterson 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 Johnson made a motion to adjourn the meeting. Trustee Dennis seconded the motion, and hearing no opposition, the meeting adjourned at 7:30 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF April 18, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of April 18, 2022 - Almost CD #5010	517,290.16
	Balance as of April 18, 2022 - A/P / General Ckg #4179	616.29
	Balance as of April 18, 2022 - Payroll #4430	17,000.00
	Balance as of April 18, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	535,306.45

<u>Wells Fargo - Almost CD #5010</u>	Balance as of March 14, 2022	465,225.41
Income for the Month		
Ad Valorem/Property Tax	49,035.59	
Consolidated Tax (CTX)	41,065.34	
LGTA/Fair Share	5,184.09	
Other Income	0.00	
TOTAL	95,285.02	
Interest Income	4.33	95,289.35
Transfer to Wells Fargo #4179	(41,000.00)	
Transfer to Wells Fargo #4430	(2,224.60)	(43,224.60)
	Balance as of April 18, 2022	517,290.16

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of March 14, 2022	681.38
Transfer from Wells Fargo #5010	41,000.00	
Interest Income	0.12	41,000.12

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9966	2,992.40	Secretarial Services \$2,509.52, Accounting/Financial Work \$340.00, Office Supplies \$67.88, Public Relations \$75.00	
Flyers Energy	9967	2,598.72	Fuel	
Granite Construction Company	9968	422.10	Cold Patch .15 Tons Sharrock, .35 Tons Amy, 1.2 Tons Ironwood, 1.9 Tons Right Hand Canyon	
Hoffman & Test	9969	1,600.00	February 2022 Retainer \$400.00, Additional Work \$1,380.00 less \$180.00 Courtesy Discount	
Pyramid Business Services	9970	1,252.94	Monthly Bookkeeping and Payroll \$1,162.50, Office Supplies \$90.44	
Sierra Rental & Transport Co, Inc.	9971	21,010.35	Trucking of Class E to Wilcox Ranch Road \$15,441.15, and Prairie Road \$5,569.20 (partial billing)	
Teichert/Pyramid Materials/WNM	9972	11,188.70	Class E 1,738.70 Tons @ \$6.50/ton less \$113.04 (discount) for Prairie Road	
TOTAL		41,065.21		(41,065.21)
			Balance as of April 18, 2022	616.29

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF April 18, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of March 14, 2022	17,000.00
Transfer from Wells Fargo #5010	2,224.60		
Interest	0.20		2,224.80
Net Payroll	10,497.10	Net Payroll	
TEC Equipment	(240.00)	Refund for bad batteries that only lasted a year	
Department of Motor Vehicles	(4.21)	Refund for Technology Fees	
	(100.00)	Sale of Surplus Equipment	
	(1,600.00)	Sale of Used Grader Tires	
	(20,000.00)	Sale of 1991 John Deere Grader 670B & Cutting Edges	
SK's BECC 4/3/2022 Stmt			
Waste Management	SK's CC 31.74	Monthly Waste Removal	
Napa	SK's CC 867.68	Shop Supplies	
Peterbilt Truck Parts	SK's CC 169.96	Parts for '88 International Patch Truck	
Home Depot	SK's CC 332.74	Zeeman Equipment Trailer Parts	
Home Depot	SK's CC 238.69	Zeeman Equipment Trailer Parts \$180.85, Cattle Guard Supplies \$57.84	
Reno Salvage Co.	SK's CC 89.25	Flat Steel for Zeeman Equipment Trailer	
SK's BECC 5/3/2022 Stmt			
Diamond Diesel & Turbocharger Service Inc.	SK's CC 920.00	Parts for '88 International Patch Truck	
Home Depot	SK's CC 30.99	Zeeman Equipment Trailer Parts	
LJ's BECC 4/3/2022 Stmt			
Prominence	LJ's CC 2,819.16	Monthly Health Insurance	
Motorola	LJ's CC 70.00	Monthly Two-way Radio Bill	
Les Schwab	LJ's CC 2,570.92	05 Intl Water Truck - 2 steer tires & installation	
Alhambra	LJ's CC 12.25	Monthly Office Water	
Pack N Post	LJ's CC 276.00	Annual Mailbox Rental	
LJ's BECC 5/3/2022 Stmt			
Verizon	LJ's CC 33.50	Monthly Telephone Bill	
NV Energy	Bill pay 309.76	Monthly Electric Bill	
PERS	Bill pay 3,741.50	PERS Monthly Payment	
Payroll Taxes - Patriot Payroll	EFT 1,115.47	Payroll taxes (941, NV Unemployment)	
Wells Fargo Bank	Debit 42.30	Cash Deposit Processing Fee	
	<u>\$2,224.80</u>		<u>(\$2,224.80)</u>
		Balance as of April 18, 2022	17,000.00

<u>Wells Fargo - Petty Cash</u>		Balance as of March 14, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	0.00		
TOTAL	<u>0.00</u>		0.00
		Balance as of April 18, 2022	400.00

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 4/18/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 04/21/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of April 18, 2022					535,306	
Additional Revenue Expected Through August 15, 2022					219,808	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022					755,114	
LESS Average Monthly Expenses (\$30,000) x 4 Months					-120,000	
LESS: Capital Outlay FY21 Carryover (\$91,537 - \$2,254 = \$89,283);						
Capital Outlay FY22 (\$150,000-\$52,634-\$5,000* = \$92,366);						
*Capital Outlay - \$5,000 for 2 Pickup Trucks from TMFire (Pending);						
Insurance \$10,000 (July);						
Unexpected Repairs (\$5,000/mo x 4 months);						
Workers' Comp \$1,473 (May) & \$1,800 (Aug);						
Mag-chloride \$15,000;						
Class E \$125,423-\$119,692+\$15,000-\$16,758=\$3,973					-233,895	
LESS Reserve Funds (= Ending Fund Balance per Budget)					-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022					-413,895	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022					341,219	
Additional Revenue Expected Through AUGUST 15, 2022:						
From 2021/2022	Figures Used for					
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>					
320,000	320,000	Ad Valorem	May '22 thru Aug '22		27,148	
567,000	540,000	CTX	45,000 x 4		180,000	
38,000	38,000	LGTA	3,165 x 4		12,660	
925,000	898,000				219,808	
	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues				
MONTHLY EXPENSES:						
	Average	Actual	Difference			
Payroll	17,000	18,173	-1,173			
Other (non Road Maint)	13,000	-7,082	20,082			
	30,000	11,091	18,909			
			A/P Acct Exps		41,065	
Road Maintenance		32,199	P/R Acct Exps		2,225	
TOTAL EXPENSES		43,290			43,290	

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 4/18/22, Actual Revenue was LESS Than YTD Estimated By:

-\$16,421.14

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
May	0.00			
June	0.00			
July (2%)	6,400.00			
August	0.00			
	320,000.00	292,852.43	-27,147.57	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,087.67
May	45,000.00			
June	45,000.00			
July	45,000.00			
August	45,000.00			
	540,000.00	355,912.33	-184,087.67	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
at 04/18/22	3,165.00	5,184.09	2,019.09	8,414.10
May	3,165.00			
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	33,754.10	-4,245.90	

PALOMINO VALLEY GID BUDGET WORKSHEET FY23 (7/1/2022 to 6/30/2023)

#3 - April 21, 2022 Meeting

By Cathy Glatthar, Assistant to the Board

	(1)	(2)	(3)	(4)	(5)
	Actual	Final	Estimated	Proposed	Change
	July 1, 2021 to Dec 31, 2021	Budget FY22	at 6/30/2022	Final Budget FY23	From 3/17/2022
Beginning Fund Balance		347,468	509,261 (Actual at 7/1/2021)	440,690	
Income					
Ad Valorem	185,617	319,934	319,934	340,854	854
CTX Consolidated Tax	177,465	567,465	567,465	645,531	
LGTA (Fair Share)	14,533	38,000	38,000	40,000	
Interest Income	19	100	100	100	
Other Income-FEMA Reimbursement	0	20,000	20,000	20,000	
Total Income	377,634	945,499	945,499	1,046,485	854
TOTAL INCOME & FUND BALANCE	377,634	1,292,967	1,454,760	1,487,175	854
Expenses - Public Works					
Salaries & Wages					
Employee Compliance Expenses	0	100	100	100	
Insurance-Workers' Comp	2,833	7,000	6,000	6,500	
Payroll Direct Deposit Fees	91	300	400	600	
Payroll Taxes	1,167	3,500	2,500	3,500	
Salaries & Wages/Regular	66,672	145,000	138,000	150,000	
Salaries & Wages/Seasonal	825	15,000	2,500	25,000	
Total Salaries & Wages	71,587	170,900	149,500	185,700	
Employee Benefits					
Insurance-Employee/Medical	15,478	40,000	32,000	40,000	
PERS Employer Paid Expense	15,828	36,000	32,000	36,000	
Total Employee Benefits	31,306	76,000	64,000	76,000	
Services, Supplies, Other Chgs					
Accounting Services	8,745	22,000	20,000	22,000	
Advertising	0	500	300	500	
Audit	11,145	11,100	11,145	11,500	
Equipment Maintenance Expense	21,663	30,000	35,000	30,000	
Equipment Non-Depreciable	636	1,000	2,000	2,000	
Equipment Rental	0	5,000	0	5,000	
Fuel & Oil	15,123	35,000	35,000	40,000	
Insurance-Liability/Auto/Equip	0	11,000	11,000	12,000	
Legal Fees	3,525	6,500	6,500	8,000	
Licenses and Permits	0	1,500	700	1,000	
Office Supplies	587	1,500	1,200	1,500	
Operating Supplies	1,879	3,000	4,000	5,000	
Public Relations	0	250	250	250	
Road Maintenance	168,948	683,592	500,000	875,250	50,854
Secretarial Services	8,770	18,000	18,000	20,000	
Signs	162	1,000	500	1,000	
Telephone	686	450	1,300	1,500	
Utilities					
Electric	884	2,400	3,000	3,400	
Restroom Rental	779	1,700	800	0	
Waste Removal	190	1,000	800	1,000	
Subtotal Servs, Supps, Oth Chgs	243,722	836,492	651,495	1,040,900	50,854
Other Income/Expense					
Other Income					
Cash Rewards	589	500	1,000	500	
Total Other Income	589	500	1,000	500	
Other Expense					
Cash Rewards Annual Fee	0	75	75	75	
Total Other Expense	0	75	75	75	
NET OTHER INCOME	589	425	925	425	
Total Servs, Supps, Oth Chgs	243,133	836,067	650,570	1,040,475	50,854
Capital Outlay	9,699	150,000	150,000	125,000	-50,000
TOTAL EXPENSES - PUBLIC WORKS	355,725	1,232,967	1,014,070	1,427,175	854
NET ORDINARY INCOME		60,000	440,690	60,000	
Ending Fund Balance		60,000	440,690	60,000	
		1,292,967		1,487,175	854

Proposed
Budget FY23

Beginning Fund Balance	440,690
Ad Valorem	340,854
CTX Consolidated Tax	645,531
LGTA Special (Fair Share)	40,000
Interest Income	100
Other Income-FEMA Reimbursement	20,000
TOTAL INCOME & BEGINNING FUND BALANCE	<u>1,487,175</u>
Salaries & Wages	185,700
Employee Benefits	76,000
Servs, Supps, Oth Chgs	1,040,475
Capital Outlay	125,000
Ending Fund Balance	60,000
TOTAL EXPENSES & ENDING FUND BALANCE	<u>1,487,175</u>

PVGID OPERATIONS MANAGER'S REPORT

Report Period 3/14/2022 to 4/17/2022

ATTACHMENT: 4/21/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Bacon Rind S
2. Wild Horse: Crossover to Silver Horse
3. Silver Horse
4. Range Land: Peak to Winnemucca
5. Roadrunner
6. Two Forty
7. Prairie
8. Anniversary
9. Peak E-W
10. Pasture View N
11. Wild Horse N: Whiskey Springs to Flagstone
12. Grass Valley W: Pyramid to 7005 Grass Valley
13. Prairie: Spread 1738.7 tons of Class E
14. Broken Spur: Whiskey Springs to Morgan Ranch
15. Sage Flat

OTHER ROAD WORK:

1. Wilcox Ranch: Spray mag-chloride near 5255 Wilcox to near 2850 Wilcox - 2.7 miles
2. Range Land: Spray mag-chloride on new Class E
3. Grass Valley W: Near 7600, repair hole in culvert and cover with base
4. Ironwood: Pothole patch .45 tons
5. Right Hand Cyn: Pothole patch 2.65 tons
6. Prairie: Spray mag-chloride on new Class E
7. Broken Spur: Sweep and pothole patch .50 tons

OTHER:

1. Office work
2. GID Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work

EQUIPMENT:

1. 91 670B Grader: Sold
2. 6 old grader tires: Sold
3. Chip spreader parts: Sold
4. 88 Patch Truck: Injector pump leaking fuel; remove, take to town for rebuild; install. Also replace fuel lines.
5. 01 Peterbilt: Lube
6. Zieman transport trailer: Had to replace all the boards on the back half of the trailer
7. 05 Int'l Water Truck: Weld tank again
8. 05 IR Compactor: Repair upper radiator hose; lube

CONSTRUCTION DOCUMENTS

2022 SEAL COAT PROGRAM

**PORTIONS OF IRONWOOD, AMY, AXE HANDLE,
AND RIGHT HAND CANYON ROADS**

PALOMINO VALLEY, NEVADA

Prepared by:

Palomino Valley General Improvement District

9732 Pyramid Hwy, #407

Sparks, NV 89441

April 2022

Nevada Public Works Project Number: PWP-WA-2022-321

INSTRUCTIONS TO BIDDERS

Emailed proposals will be received by The Palomino Valley General Improvement District (PVGID) until May 5, 2022 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 May 5, 2022 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 June and July 2022.

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 May 20, 2022. Work may start as early as May 30, 2022 and the project must be completed by July 29, 2022. 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. Nevada prevailing wage rates are a part of this contract.

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:

<u>UNIT BID SCHEDULE</u>				
Item No.	Description of Work	Approximate Quantity*	Unit Cost	Price
1.	Chip Seal and Fog Seal, including all labor, equipment, and materials. Complete in Place.	480,000 SF	\$ _____ / SF	\$ _____
2.	Cape Seal, including all labor, equipment, and materials. Complete in Place.	135,000 SF	\$ _____ / SF	\$ _____
TOTAL BID PRICE				\$ _____

*The PVGID may, at its sole discretion, add to or subtract from the "Approximate Quantity" listed above.

The Undersigned agrees, if awarded the contract, to complete it by July 29, 2022, 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: _____

NAME OF FIRM: _____

BY: _____

NAME: _____ TITLE: _____

ADDRESS: _____

PHONE NUMBER: _____ LICENSE NO. _____

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 duplicate this _____ day of _____, 2022, 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 2022 Seal Coat Program, 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. Nevada prevailing wage rates are a part of this contract.
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 May 30, 2022 and shall be completed by July 29, 2022.
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 (2016)*

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 placement of chip seal on approximately three (3) miles of Ironwood Road from Amy Road west to end of last year's chip seal at an average width of 22.5 feet, Amy Road approximately one half (1/2) mile from Ironwood Road north to Sharrock Road at an average width of 21 feet, and Axe Handle Road approximately 0.6 miles from State Route 445 through the intersection of Bacon Rind Road at an average width of 21.5 feet in Palomino Valley, Washoe County, Nevada. The aggregate screenings for the chip seal shall conform to the requirements of Section 200.02.05, Screenings, for the 3/8 inch modified size of the Orange Book. The chips shall be applied at a rate of 28 pounds per square yard. The asphalt binder shall conform to the requirements of Section 201.04.1 - Specifications for Cationic Emulsified Asphalt for CRS-2. The application rate shall be 0.35 gallons per square yard. Chips shall be seated with a minimum two (2) passes with a minimum six-ton pneumatic roller. The chip seal shall receive a fog seal of SS-1 or SS-1h diluted 50/50 with water and applied at a rate of 0.10 gallons per square yard.

The project will also include the placement of a Cape seal on approximately 1.35 miles of Right Hand Canyon Road from the intersection of Whiskey Springs Road extending southeast at an average width of 19 feet. The Cape seal shall consist of an initial application of a chip seal followed by a final application of a Type III slurry seal. The chip seal shall conform to the requirements described above with the exception that no fog seal will need to be applied. The slurry seal shall conform to Section 318.00 for a Type III gradation applied at an average rate of 22 pounds per square yard.

These Special Conditions supplement and modify the Plans and the Specifications indicated below.

Standard Specifications for Public Works Construction, sponsored and distributed by Washoe County, City of Sparks, City of Reno, Carson City, and Douglas County, 2016.

Standard Details for Public Works Construction, sponsored and distributed by Carson City, Douglas County, City of Fallon, Lander County, Lyon County, Nye County, City of Reno, City of Sparks, Washoe County, City of Yerington.

Payment shall be made on the square footage placed at the unit price bid. Unit price for each item of work shall allow for expansion of work scope as the Palomino Valley General Improvement District's budget allows. Additional quantities of work beyond those set forth in the bid schedule shall be paid at the unit price for each respective item.

SUBMITTALS

The Contractor shall provide all submittals required by the General Conditions, Technical Specifications, and as specified herein:

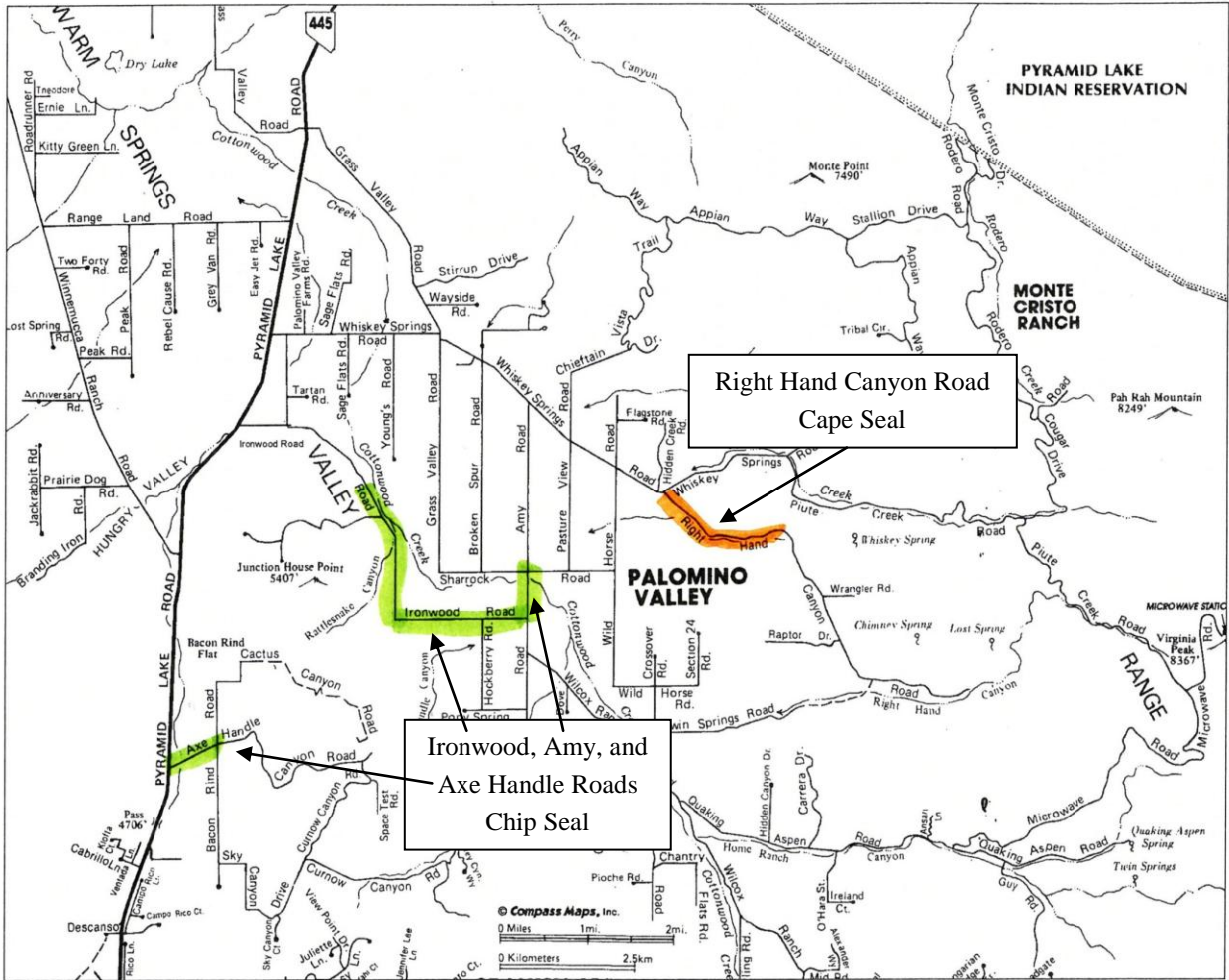
- a) Project Schedule. The Contractor shall prepare and submit a project schedule prior to issuance of the Notice to Proceed.
- b) Materials and Equipment. The Contractor shall provide submittals for approval by the Owner and prior to the construction of any items related to the submittals. Submittals shall be made for the following items:
 - Cationic Emulsified Asphalt
 - Aggregate Screenings
 - Slurry Seal Mix Design

TECHNICAL PROVISIONS

All work shall be performed in accordance with the Standard Specifications for Public Works Construction 2016 and latest addendums.

2022 PVGID Seal Coat Program

Project Map



-  CHIP SEAL
-  CAPE SEAL

PVGID MINUTES APRIL 21, 2022
ATTACHMENT - Agenda Item 5.c.ii.
Public Comment

Subject: Quaking Aspen Rd

From: Donald Otto

Regarding Quaking Aspen Rd:

In my opinion as a Trustee on this board:

I feel due to the amount of local traffic which includes new owners of newly parceled out properties on upper Quaking and Ansari, plus additional hunters, Microwave communications traffic of all sorts including road maintenance trucking, more residences with multiple families living there, the Wolf Sanctuary and all its additional voluntary help traffic, cattle trucking to and from leased upper meadows, this road gets beat badly and is terrible to deal with for local traffic who has to suffer with beat down narrow road and narrow blind corners and the maintenance crew who has to try to make a silk purse out of a sow's ear. Then on top of that, upper 2/3 of it only scheduled to grade once a year, once a year!!!! I feel this deserves to be based out with enough material that the maintenance of it can be redone without scraping up the existing protruding rocks and the nasty clays underneath that we are dealing with now. Just grading native as in the past on this road should be corrected as suggested above.

I would vote for the expense to do the above, soon!

Donald Otto, Palomino Valley GID Trustee

OPEN MEETING LAW HANDOUT

ATTACHMENT: 04/21/2022 Meeting Agenda Item 8.a.

1. Subcommittees appointed by the Board of Trustees

(Discussed by legal counsel, Louie Test, at the 3/17/22 meeting)

New legislation passed in the 2019 legislative session, as follows (in part):

*Assembly Bill No. 70 [80th Session (2019)]
Committee on Government Affairs*

AN ACT relating to meetings of public bodies; making various changes relating to meetings of public bodies; providing a penalty; and providing other matters properly relating thereto.

Section 5 requires, under certain circumstances, a subcommittee or working group of a public body to comply with the provisions of the Open Meeting Law.

Therefore, subcommittees are no longer recommended because of OML compliance issues. Two Trustees on a subcommittee could deliberate and that would be a violation. Also, there could simply be the *perception* that deliberation took place, and, per Louie Test, with only one person, there can't be deliberation.

[Office of the Attorney General - OAG File No.: 13897-315 - Skyland General Improvement District - OML Complaint regarding an appointed subcommittee/working group - OAG determined there was a violation of the OML.]

2. Serial Communications/Walking Quorum

*Open Meeting Law Training
Rosalie Bordelove, Chief Deputy Attorney General
Boards and Open Government - 2019 Training*

Serial communications or "walking quorums" can constitute a constructive meeting.

A constructive quorum can exist with less than a quorum speaking together at any given time if opinions are relayed between members.

Email pitfalls – "Reply all" email chains can constitute a meeting.

Example of a constructive quorum: Two members of a five member public body discuss how they intend to vote on an issue and why. One of those members then has that same discussion with a third member, including how both the first two members intend to vote and why. A quorum (three members) has deliberated on an issue outside of a meeting.

Simply put, phone calls, texts, emails, in-person communications amongst three or more Trustees outside of a publicly-noticed meeting are NOT allowed.

3. Comments Regarding an Employee's Character and Competency

NOT allowed in an open meeting. Must request a Closed Session to be held at a later date (preferably just prior to the next Board meeting in order to comply with noticing requirements and use of the Range classroom).

NRS 241.030 Exceptions to requirement for open and public meetings; waiver of closure of meeting by certain persons.

1. *Except as otherwise provided in this section and NRS 241.031 and 241.033, a public body may hold a closed meeting to:*

(a) *Consider the character, alleged misconduct, professional competence, or physical or mental health of a person.*

4. Comments Regarding a Trustees' (Elected Official's) Character, Alleged Misconduct, or Professional Competence

Specifically NOT allowed to be handled in a closed session, must be conducted in the open session of a properly noticed public meeting.

NRS 241.031 Meeting to consider character, misconduct or competence of elected member of public body or certain public officers.

1. *Except as otherwise provided in subsection 2, a public body shall not hold a closed meeting to consider the character, alleged misconduct or professional competence of:*

(a) *An elected member of a public body;*

5. Board Members-elect Are Subject to OML

*Nevada Open Meeting Law Manual
Dated: March 3, 2019*

§ 2.06 Members-elect of public bodies

*Although the literal language of the Open Meeting Law appears to limit its application to actual members of a public body, the Office of the Attorney General believes the better view is set forth in Hough v. Stembridge, 278 So. 2d 288 (Fla. Dist. Ct. App. 1973), where the court held that **members-elect of boards and commissions are within the scope of an open meeting law.** [emphasis added] Otherwise, members-elect could gather with impunity behind closed doors and make decisions on matters soon to come before them, in clear violation of the purpose, intent, and spirit of our Open Meeting Law. Application of the provisions of the statute to members-elect of public bodies is consistent with the liberal interpretation mandated for the Open Meeting Law. See OMLO 99-06 (March 19, 1999) and AG File Nos. 01-003, 01-008 (April 12, 2001).*

6. Penalties for Violations of the Open Meeting Law

Assembly Bill No. 70 [80th Session (2019)] Committee on Government Affairs

AN ACT relating to meetings of public bodies; making various changes relating to meetings of public bodies; providing a penalty; and providing other matters properly relating thereto.

Existing law makes each member of a public body who attends a meeting where action is taken in violation of the Open Meeting Law with knowledge of the fact that the meeting is in violation guilty of a misdemeanor and subject to a civil penalty of \$500. (NRS 241.040) Section 12 of this bill provides instead that each member of a public body who: (1) attends a meeting where any violation of the Open Meeting Law occurs; (2) has knowledge of the violation; and (3) participates in the violation, is guilty of a misdemeanor and subject to an administrative fine, the amount of which is graduated for multiple offenses.

Sources:

- Open Meeting Law
Nevada Office of the Attorney General link: <https://ag.nv.gov/>
Open Meeting Law website page:
https://ag.nv.gov/About/Governmental_Affairs/OML/
- Open Meeting Law Complaint Example Cited
Office of the Attorney General -
OAG File No.: 13897-315 - Skyland General Improvement District link:
https://ag.nv.gov/uploadedFiles/agnv.gov/Content/About/Governmental_Affairs/13897_315.pdf
- Open Meeting Law Manual
Open Meeting Law Manual (always check website for most current edition)
[Twelfth Edition, January 2016 - Updated 3/26/2019]:
https://ag.nv.gov/uploadedFiles/agnv.gov/Content/About/Governmental_Affairs/2019-03-26_OML_12TH_AGOMANUAL.pdf
- Open Meeting Law Training
Rosalie Bordelove, Chief Deputy Attorney General
Boards and Open Government - 2019 Training
https://ag.nv.gov/uploadedFiles/agnv.gov/Content/Issues/Open%20Meeting%20Law%20Training%20with%20Leg%20Update%208-22-2019_RMB.pdf
- Nevada Revised Statutes (NRS) Chapter 241 - Meetings of State and Local Agencies
<https://www.leg.state.nv.us/NRS/NRS-241.html?msclkid=5f509abfb88711ec902ff594a1e748c3>

SPECIAL MEETING

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

Thursday, May 19, 2022

MINUTES

Trustee Greg Dennis called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 5:02 p.m. Thursday, May 19, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were John Patterson, Larry Johnson, and Greg Dennis. Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; Vickie DiMambro, Assistant to the Secretary/Bookkeeper (arrived at 5:54 p.m.); and Louie Test, Legal Counsel (arrived at 5:10 p.m.).
2. **Public Comment (limited to three minutes per speaker):**
Trustee Dennis asked if there were any public comments? Hearing no requests, he moved to the next agenda item.
3. **Retire to Closed Session:** Trustee Dennis made a motion a motion that we go into a closed session, pursuant to NRS 241.030, to separately review the performance appraisals of employee, Charles 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 Patterson seconded the motion, and hearing no opposition, the Board went into the closed session.

Reconvene for the Open Session of the Special Meeting.

Trustee Greg Dennis reconvened the special meeting at 6:02 p.m.

1. **Roll Call:** Trustees present were John Patterson, Larry Johnson, and Greg Dennis. Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board; Vickie DiMambro, Assistant to the Secretary/Bookkeeper; 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 – April 21, 2022:**
Trustee Patterson made a motion to approve the minutes as written. Trustee Johnson 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). The total cash in all accounts was \$545,185.69. Income for the month was Ad Valorem/Property Tax \$9,230.15, Consolidated Tax (CTX) \$41,080.83, and LGTA (Fair Share) \$3,126.44.

Vickie reviewed several of the payments: 1) American Truck & Trailer Repair \$1,292.92 for repairs to the 2005 International water truck; 2) Dustbusters \$12,709.16 for mag-chloride; 3) Sierra Rental & Transport \$3,855.60 for trucking of Class E for Prairie Road (final billing); Public Agency Compensation Trust \$1,472.50 for worker's compensation insurance for the 3rd quarter of fiscal year 2021-2022.

In answer to Trustee Johnson's question, Cathy Glatthar stated the invoice for the Class E material for Prairie Road was paid last month.

In answer to Trustee Johnson's question, Shawn explained the cost per mile for Class E has risen due to increased trucking costs (rates and fuel surcharges). He said the material costs \$6.50 per ton, but the salesman at Teichert thinks we are paying \$6.00 per ton; he will check on that. He said Teichert is considering a \$0.25 per ton fuel surcharge.

Vickie handed Shawn a letter from Teichert that confirmed the \$0.25 per ton fuel surcharge has been implemented.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the report (see attached) and stated she made an adjustment to the additional revenue expected. She said she wasn't confident that the Ad Valorem/Property Tax revenue was going to come in as expected, so she reduced that figure by \$10,000 to \$7,917. She said even though the Consolidated Tax (CTX) revenue was less than estimated, it was being offset by higher than expected LGTA revenue, therefore she was not reducing the CTX figure.

Trustee Johnson said ad valorem was pure property tax, and more people were moving in and more houses being built; he thought we would be seeing a steady increase.

Trustee Dennis mentioned ad valorem includes depreciation on houses, so as some values go up, some values are reduced.

Cathy stated Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$322,559.

5. Public Hearing - Final Budget for Fiscal Year 2023 (From 7/1/22 to 6/30/23):

Cathy Glatthar referred to worksheet #4 (see attached), and stated on the front was the budget detail and nothing had changed since last month. She reviewed the summary found on the back of the worksheet.

Trustee Dennis called for public comment.

Steve Ajamian asked how this budget compared to last year's budget; had it increased?

Cathy stated overall revenue was projected to increase by \$100,000 over the current fiscal year.

Trustee Dennis mentioned we had substantial increases in 2021 because sales tax revenue was higher because the cost of goods was much higher. Sales tax revenue fluctuates quite a bit and Cathy is watching that closely so we don't overextend ourselves.

Trustee Johnson explained the GID's income sources, as follows:

1. Ad Valorem - Residents' property tax statements have a special line item for the PVGID; that is strictly for the GID for road maintenance.
2. CTX and LGTA - Are both [primarily] sales tax rebated back to the District based on different formulas.

Trustee Johnson explained, the better the economy is and the more people are buying goods, the bigger our tax share. If we go into a recession, our revenues will take a dive. He explained the other side of this is the expenses, including employee salaries. We have two employees. Fifteen years ago, we had a couple of crews working. After maintenance and other operational costs, we have some amount of money left over each year which is shown on the Estimated Operating Funds report. This report is showing for this year we have an estimated surplus of \$322,000 in which we can do road projects, including new culverts, chip seals, gravel surfacing, etc. We build our budget around that.

Trustee Johnson added that this budget, that we submit to the State, is not cast in stone; that we have one fund and we can transfer money from one expense category to another. He said we have an audit each year to make sure we have lived within our means, and that we have spent our money properly.

Chad Sousa said last year at this time the Board talked about doing a feasibility study for a new building, but he didn't see the new building on this budget and asked if a permit had been pulled for the building? Also, he said he didn't see any of the other items such as the water truck or trailer, and he wondered if those were included?

Cathy explained that was the Capital Outlay figure of \$125,000 for the upcoming fiscal year that starts on July 1st. She stated, per the Estimated Operating Funds report, we have held back a total of \$181,000 of capital outlay that we haven't spent in this current (fiscal) year and the past (fiscal) year. The three [capital outlay] items on the [priority] list are the maintenance building, the water truck, and the water tank to replace the tank on the Peterbilt water truck.

Shawn mentioned they did get a grader.

Trustee Dennis stated that Shawn was very successful in purchasing a grader for \$46,000, and sold the old, 1991 grader for \$20,000; so it cost us a little over half to buy a good, used grader. He said they were still looking for a water truck.

Shawn said he would probably have to build a water truck. He added that we had to have a water truck that could tolerate our roads.

Trustee Johnson made a motion to approve the final budget for fiscal year 2022-2023. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

6. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis said we have been very busy with the usual things this time of year, including budgets, preparing a chip seal contract, and typical business that has been taken care of, including our closed sessions. He said he and Shawn had been discussing about how to improve our Class E roads in terms of the gradation. He said Trustee Johnson has had his input on that matter. He explained Class E was not Type II base, which has more rock in it. The fines in the Class E base along with

the application of mag-chloride makes a very hard, durable surface. He said they were trying to improve on that so in the wintertime we don't have "sticky" roads. He said they would keep working on that and try to do the best they could in keeping the roads maintained.

In answer to Trustee Johnson's questions, Shawn stated we have approximately 18 miles of road covered with Class E and about 14 miles of Cape-sealed and chip-sealed roadways (does not include any old pavements that have not been resurfaced).

Trustee Johnson said we still had about 58 miles of roadway yet to be surfaced. He said we have 44 roadways and approximately 95 miles of roads, of which, we have addressed with gravel or asphalt surfacing on about 38 of those roadways. We chip away every year and establish priorities on how bad the road is and how many people travel that road.

Shawn added gradability.

Trustee Johnson agreed, and said we have a bunch of roads that have rocks bristling up out of them that we want to cover up, even if they don't have a lot of people living on the road, such as Yellow Tail.

Trustee Dennis said the bad news is if the costs go to \$20,000 a mile, it may cut our ability from 10 miles a year to 5 miles a year of the Class E. He explained when we put down the Class E base with the mag-chloride, the roads tend to hold up better and require far less maintenance. This enables our small, two-man crew to do other work in the Valley. He said he was concerned about our costs going up faster than our revenue.

b. Operations Manager's Report:

[Operations Manager's Report - Period 04/18/2022 to 05/15/2022 (see attached)]

Shawn said it's hot and it's dry and a lot of the roads were starting to come apart and they were emphasizing on getting roads graded. He said they were also prepping the roads for the upcoming chip seal program. He said they did have a few issues with the [International] water truck, but they did get those problems resolved. He said they did get the cattleguard installed on Range Land Road. He thanked George Boyce for painting the "A" frames. He said they patched the tank on the 1995 water truck; they were losing about five-to-seven gallons a minute.

c. Road Improvement Projects:

i. Review of Bids and Possible Award of Contract for 2022 Seal Coat Program, including, but not limited to, Adjustments to the Scope of Work:

Trustee Dennis stated Trustee Johnson put that contract together for us.

Trustee Johnson explained we received a single bid from Sierra Nevada Construction (SNC) which was significantly higher than the estimates he received from that same contractor two months ago. He reviewed the bid from SNC (see attached). Our projected budget of \$270,000 was blown away because the bid price was now at \$314,400. He said we did have the caveat in the contract that the District had the right to increase or decrease the scope of work to fit within our budget. Obviously, this bid was not within our budget and he recommended that we not do the full scope of services, because it would short the amount of money

left over to put Class E materials on roadways this fall. He said his recommendation to the Board was to accept the bid for item number one for the chip seal and fog seal on Ironwood Road (approximately 3 miles), Amy Road (approximately 1/2 mile), and Axe Handle Road (approximately 0.6 miles). He said he thought the work on Ironwood was mandatory because we saw significant deterioration during the October and December storms and if we had another wet winter we would lose significant sections of that roadway.

Trustee Johnson said, as an alternate to that, the Board should consider adding to Amy Road, and extending it to the remainder of the surfaced road (to James Ranch Court). He did some calculations and stated the total for Amy would add about \$19,000 to the bid price for item number one.

In response to Trustee Dennis, Trustee Johnson clarified he was discussing Amy Road from Ironwood Road all the way to James Ranch Court; approximately an additional 4/10ths of a mile.

Trustee Dennis said if we round it to an additional \$20,000, then the new total would be \$226,400.

Trustee Patterson said Right Hand Canyon Road was pretty messed up. He asked Trustee Johnson, money wise, what if we did Cape seal on the first half mile of Right Hand Canyon? It would be a good-faith measure to show the folks on Right Hand Canyon we were moving in their direction and at a future date, come back and finish it off.

Trustee Johnson explained the Cape seal was a different operation; different equipment, different aggregates, different oil, for the top layer of the Cape seal. If you reduce it down to where it's not a full-day's work, your prices will go way up.

Shawn said if they were going to do a half mile, he would want them to make it through the turn.

Trustee Johnson said a half a mile would not make it to that turn.

Trustee Dennis asked if there was a way to adequately fix that turn for another year?

Shawn explained he had an idea; with tack oil, he could do some serious hot patching there in that curve with just the two-man crew. He thought it would cost approximately \$5,000 in materials.

In response to Trustee Patterson, Shawn said he would actually recommend blade-laid patching (with tack oil) like they have done in the past.

Trustee Johnson asked if we had a mechanism to notify the residents on Right Hand Canyon? He wanted to postpone the matter of Right Hand Canyon so they could get input from the citizens. He explained he had reservations about putting Cape seal on Right Hand Canyon Road, because the condition of the existing pavement is so deteriorated, that the addition of a Cape seal would not improve that road significantly. He wanted people from Right Hand Canyon in the audience so that he could describe the constraints, the budget, and the alternatives. He explained we did not have the money to do it right; the road needed to be torn up and repaved and at 1.4 miles, that would be a half-a-million-dollar job. That would eat up two-years worth of budget and nobody else in the Valley would get anything; that would not be the right thing to do. He said it's a

terrible road and we needed to do something. Whether the Board decision is to just keep patching it; at least they're not driving in dirt, like most of us are. At the same time, it is so rough, and the instant we do a patch, it potholes right next to the patch. Pavements typically have a performance life of 20 years, and when we have a 60 year old pavement, guess what it's going to look like?

Trustee Patterson said he had no problem with agendizing the matter for next month.

Trustee Dennis said we didn't want people to think we were just ignoring them.

Trustee Dennis referred to and reviewed his memorandum that was sent out prior to this meeting regarding alternatives for Right Hand Canyon Road (see attached).

Trustee Patterson interjected and said he thought they should vote on Trustee Johnson's recommendations for the chip seal, and postpone the discussion of Right Hand Canyon and agendize it for next month.

Trustee Johnson made a motion to accept item number one of the bid from SNC for chip seal and fog seal for approximately 3 miles of Ironwood Road, approximately 0.6 miles of Axe Handle Road, and approximately 0.9 miles of Amy Road at a cost of \$226,400. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

Trustee Johnson made another motion to authorize Trustee Johnson to issue a notice to proceed, sign appropriate contracts, collect insurance certificates, and schedule material submittals from the contractor and act as project manager for the project's conclusion. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

ii. Surfacing Roads with Aggregate Base:

Trustee Dennis stated he thought we had gone over that matter fairly well already.

George Boyce, in the audience, said he noticed the Board was spending all this money on the east side of the Valley; he asked what projects was the Board planning for the next fiscal year for the west side of the Valley?

Trustee Johnson stated they just completed Prairie and Range Land Roads on the west side of the Valley. He explained those priority roads of Ironwood and Amy are the heaviest-travelled roads in the system, and they just happen to be on the east side of the highway. He said going back to our priorities of need, and number of residents served by a particular road influences that decision. The only road on the west side, other than Range Land, that services a great number of residences is Winnemucca Ranch Road, which is a Washoe County road.

Trustee Patterson said if you add the numbers together for Prairie and Range Land, the GID has probably spent \$70,000.

Shawn said if you go back a couple of years when Range Land, from Grey Van to Peak Road, was redone in gravel, that cost about \$75,000 to \$80,000.

Trustee Johnson said and a couple of years ago we did a project on Grass Valley west. He addressed Mr. Boyce and said he thought they had spread the wealth pretty well.

Mr. Boyce said he did not think so, because the way he looked at it, everybody over here on the west side is a taxpayer and no matter how small the project is, they should get some kind of project every year.

Trustee Johnson said every year the west side has received a project.

Mr. Boyce retorted that the Board just said you were not going to do anything on the west side this coming year.

Trustee Johnson said we did not say that; we haven't decided on what roads would get Class E. He reminded everyone that last year, at this time, he specifically made sure that they were going to Class E roads on the west side of the Valley. He said Prairie was the highest priority, and that has been completed.

Trustee Dennis stated they had not determined what the total budget would be for Class E. Once that is done the Board would be making recommendations, with Shawn's input, as to what road is most suitable, usually has the highest average day traffic; that's a road that won't be chip sealed, but can be improved so that we can minimize the maintenance and allow our crew to maintain other roads.

iii. Other Possible Road Improvement Projects, including, but not limited to, Broken Spur Road and Right Hand Canyon Road:

Trustee Dennis said we had covered both of those, and we had discussed, in detail, Broken Spur at the last meeting.

Trustee Patterson thought we could push that off; keep it on the agenda for later.

7. Old Business:

a. Current and Future Development Impacts, including but not limited to Area Plan Updates and the Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Dennis said TMWAs feasibility study is ongoing and when it's completed, there would be a report.

Trustee Patterson stated Eric Young, the senior planner at Washoe County, was not responding, so in the meantime, he was currently attempting to set up a meeting with Dave Solaro, the Assistant County Manager.

Trustee Johnson mentioned TMWA was having a Board meeting this week to discuss the project. He said he tried to find out from the technical staff whether or not if the water storage part of the project was deemed not feasible, would TMWA still want to pursue the irrigation project with treated effluent. He said that decision had not been made.

Trustee Dennis said who pays for what was a big thing when you're talking about hundreds of millions of dollars.

8. New Business:

a. Possible Action on Closed Session for Shawn Kelly, including, but not limited to, promotion, endorsement, retention, reprimand, or "no action":

Trustee Patterson said there was no action.

Trustee Johnson stated we have a good crew; that Shawn takes the initiative and solves all kinds of problems, and has improved our equipment status tremendously.

He thanked Shawn for his service. He said Chuck, on the other hand, was a “working fool” and one hell of a worker. He said having been on this Board now for twelve years, this crew was so superior to what we’ve had in the past; he was extremely grateful for their work.

Trustee Dennis said he would take this agenda item as being an “endorsement.”

Trustee Patterson said “retention.”

Trustee Dennis said both, and he thanked Shawn for his effort.

b. Employee Compensation:

Trustee Dennis said we had a handout from Cathy (see attached). He explained that inflation was in the headlines today, and when he looks at the inflation rate he gets differing information. He said when he looked at the inflation rates for 2000 to 2022, the rate of inflation for 2021 was 7%, and the rate of inflation-to-date was between 8 and 8.5%. He said he was looking at a minimum of 7% for a person to stay even, and that did not include energy. He thought they needed to also consider a raise; that his evaluation was very exceptional in terms of our employee (Shawn) and what he has done. He said Shawn has saved us thousands and thousands of dollars on buying and selling equipment. He said Shawn has put together deals with Teichert and others and make the trucking work to get the Class E done. Shawn has gone out and gotten free cattle guards from the County and look at Range Land and it looks like a brand new cattle guard that Shawn and Chuck rebuilt. We have a crew that’s saving the GID a lot of money, and we needed to respect that in terms of what we give them in compensation. He said he spoke with Larry Chesney, who is the Chair of the Regional Planning Commission. He said Mr. Chesney said you cannot find a manager who can do anything for less than \$90,000 per year. He said he also spoke with SNC (Sierra Nevada Construction) and they pay between \$80,000 and \$90,000 for their superintendents; employees who do similar jobs as Shawn.

Trustee Johnson asked Trustee Dennis what the current hourly rates were?

Trustee Patterson said he never looks at the private sector, he always looks at public entities because he negotiates those contracts. He said, in the future, the Board needed to come up with pay scales for the GID’s two positions. He said looking at the history of the employees, Chuck started three years ago and Shawn started four years ago, and seeing what other public entities in Northern Nevada were paying, and the kinds of raises they’re coming up with, all that put together in a package of you can be 100% paid PERS here at the GID, which is a huge benefit. He said compensation was not just about money, and asked Cathy if he could bring up other things?

Cathy agreed.

Trustee Patterson continued and said he was considering a 10% raise for both employees, and additionally, currently our employees do not receive the benefit of two Federal holidays that they should get: Juneteenth and Martin Luther King day. He said his recommendation would be that those two days become paid holidays for GID employees. He said he has asked Cathy that when the insurance proposal is brought to the Board later this summer ...

Cathy explained the health insurance gets renewed by August 1st and they had already started the paperwork.

Trustee Patterson said he had asked Cathy to bring some numbers for vision and dental that could be added on to the medical plans for the GID employees and to keep in mind public-entity pay is a package that comes with a lot of different benefits. He said currently our employees pay 25% for dependents, which is better or comparable to the insurance plans for public entities in Northern Nevada. He said those public entities are either paying 50% or higher for dependents, so there was a lot to take into consideration when you were talking about compensation in a public entity. He reiterated his recommendation was 10% and adding two Federal holidays.

Trustee Johnson said his background was entirely private sector; where benefit packages lagged behind the public sector. Depending on cycles of the economy, salaries and wages may equal public sector, maybe less. He said this is a quasi-municipal agency, not a public agency and he didn't want to make us into one. He said he didn't feel that the addition of those public holidays was appropriate. He said he would hold this year's raises to 7%.

Trustee Patterson asked why Trustee Johnson did not think the two holidays were appropriate?

Trustee Johnson said it was just a business standpoint. He said he thought public employees were coddled. He has lost some of his engineers to the public sector and they have told him they were on vacation ever since they left.

Trustee Patterson said there was a difference in the hourly ranks.

Trustee Johnson said when you give significant raises year after year after year, you have priced yourself out of, almost, the market. He said he realized in the private sector they had to be cost competitive with a couple dozen other firms that do the same type of work. He said they were held accountable and responsible to a higher degree than public employees ever are. Simply because we are a quasi-municipal agency, he did not think we were under any obligation to follow what the City of Reno or Washoe County does. He said he was here to serve the residents of this Valley and get as much done as we possibly can. That being said, he did not ever want to give raises less than cost of living or we were asking our employees to take a cut in pay. He said he thought we owed them at least that. He said he was willing to budge on the 7%; that 10% on one hand was too much, but on the other hand, he wasn't going to fight it either; he just wanted to hold the line on all of our costs in all of our categories to the extent possible to get more done for the residents here.

Trustee Dennis said he too was looking out for the community. Having Shawn as our road manager was exceptional because we have an individual who does maintenance, who thinks for himself and goes out of the box and gets things done, he works as a sales manager in dealing with all of our equipment. He said Shawn does a lot of work that is not just being a road manager. We have to recognize that Shawn has the ability to get things done in today's world. He explained that the reason we're building the workshop was to improve the efficiencies. He said Shawn was very valuable in that he has his CDL, knows management, knows how to direct and implement maintenance. He said he didn't think 10% was worth it because inflation was running 7% and 8% in the past two years.

Trustee Johnson said one of his questions didn't get answered; what were the employees currently making per hour?

Trustee Dennis said Shawn was making \$36.05 an hour, and Chuck was making \$25.75 an hour.

Trustee Johnson said both employees were vastly underpaid by today's standards, and he would base his decision on that.

Trustee Dennis said he came to the same conclusion.

Trustee Johnson made a motion for a 10% raise this year.

Trustee Patterson asked if they could get the two holidays, too?

Trustees Dennis and Johnson said no.

Trustee Patterson said he would do 10%.

Trustee Dennis did the math and a 10% raise for Shawn wouldn't even be \$40 an hour for today's world; this didn't cut it.

Trustee Patterson said he looks at the whole history and the whole package; these are good employees, but you spend time at a job and work your way up to the top. He said they have enjoyed 9% raises ...

Trustee Dennis interjected and said what if an employee already had the attributes and didn't need ... with Shawn, you're dealing with someone who has worked in the private sector and the public sector and he knows what he's doing and you've got to give him dues for that.

Trustee Patterson said over the course of their careers here, they have been, and he thought what they were talking about tonight was exactly in line with what was going on in Northern Nevada today.

Trustee Dennis said it was not in line with what's happening because everyone is jumping jobs and getting paid more at another job.

Trustee Patterson said you have to keep it in the realm of a public entity and hourly workers; it's a PERS job.

Trustee Johnson said he disagreed. He said he wanted us as far away from the public side of this thing as we could get and maintain it there.

Trustee Dennis said at a 10% raise for Shawn, we were at \$82,482 annually; we could look at \$85,000 a year for Shawn.

Trustee Patterson said he would go for 10%. He said there were a lot of costs that go with that; the PERS costs go up quite a bit.

Trustee Johnson agreed.

Trustee Patterson added you had to look at the insurance (medical) and everything.

Shawn said the insurance wasn't good.

Trustee Dennis agreed that the insurance wasn't that great.

Shawn asked that they take the insurance away and give them a Health Savings Account (HSA); it's better than the insurance because they weren't getting anything from the insurance.

Trustee Patterson said actually the insurance was on par with public entities in Northern Nevada, or better.

Trustee Dennis said that was not so. Washoe County's employee health system was unbelievable. He said one, he wanted to keep Shawn, and two, he didn't want it to look like they were cutting corners now, to offer a golden parachute later.

Trustee Patterson said he did not think 10% was cutting corners.

Trustee Patterson made a motion to give each employee a 10% hourly raise. Trustee Johnson seconded the motion.

Trustee Dennis called for public comment.

Steve Ajamian said he thought that not just the Palomino Valley GID, but the world was in the people business; the machines don't talk back, the machines don't care, but people do. When the employees give you everything ... and he said he hadn't heard one negative thing about Chuck or Shawn in the 20 minutes this has been discussed; he had heard nothing but positive things. You have to take care of people; it's not about what else is going on with other public entities or in the private sector. You have to look at Shawn and Chuck and what they give to the GID and what the GID gets from them, and put the value on that. It's not about a raise or a cut, it's about the value that those two individuals give, and he thought they very well said that Shawn and Chuck do a lot of extra things that might not get identified or noticed if they are not brought up but they really help the GID in the extra mile they go. He said he thought that being penny wise and pound foolish fits in this evaluation, and not knowing either of the employees, but just listening about the comments made about their performance, this is the one place where you really want to take care of your people. He said it's one thing to say how much you appreciate, it's another thing to show how much you appreciate.

Trustee Johnson asked Mr. Ajamian, if Mr. Ajamian was on this side of the table, what percent raise would Mr. Ajamian feel was appropriate?

Mr. Ajamian said he couldn't answer that, only because before he would be able to do that, he would have a conversation with Shawn and Chuck and ask them what they felt they deserved and why, because it was just a number and it was going to go into the budget and be met, whatever it was. He said, with tremendous respect for the Board having to make tough decisions, and this was one, it would start with that conversation. If they weren't worth it, if they weren't pulling their weight, or they were cutting corners, or sleeping on the job, it would be a whole different conversation. He said all he heard was positive things about these two gentlemen, and that was why he was a little befuddled why this discussion was going into this level of debate. He said he owned his own company and he takes care of his people beyond what his competitors do.

Trustee Dennis said he had an option here while we were in discussion mode, his thinking was between \$80,000 and \$90,000; right now we were at \$82,492 and if we went to \$85,000, that's \$2,500 more a year; he just wondered if we could set the salary at \$85,000 per year [for Shawn]?

Trustee Dennis called for a vote. Trustee Johnson voted "no." Trustee Patterson voted "yes." Trustee Dennis voted "no." The motion failed.

Trustee Johnson made a motion for Shawn Kelly to receive an annual salary of \$85,000. Trustee Dennis seconded the motion. Upon a vote, the motion passed with Trustees Dennis and Johnson in favor and Trustee Patterson opposed.

Trustee Johnson made a motion for Chuck Blower to be raised to \$30 an hour. Trustee Dennis seconded the motion.

Trustee Johnson said he thought both employees were underpaid and Chuck was more vastly underpaid for what the going rates were than Shawn was; that \$85,000 for Shawn was a nice raise, but he thought they needed to get Chuck to \$30 an hour.

Trustee Patterson said he was at 10%.

Upon a vote, the motion passed with Trustees Dennis and Johnson in favor and Trustee Patterson opposed.

Trustee Johnson said his reason for his vote was not only cost of living, but Chuck was vastly underpaid.

Trustee Johnson made a motion to make the raises for both Shawn and Chuck effective beginning with the May 30, 2022 pay period. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

9. Judicial/Government Affairs:

Louie Test said he had nothing to report.

10. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Our next meeting would be June 16th.
- Cathy said Vickie would be mailing two original copies of the final budget to the Department of Taxation along with the proof of publication of the budget hearing by June 1st.
- Cathy reported we received some news today about the aggregate pit permits; that normally, we obtain an Air Quality Management Permit each year that expires at the end of May. She asked Shawn to explain the phone call he received today. Shawn explained that the Health Department (AQMD) can't figure out why we need a permit for what we do for our special use, so they are going to discontinue requiring us to have a permit to operate the Wayside aggregate pit. He said he is expecting that in writing by email. Cathy added that saves us \$350 a year.

11. Correspondence: None

12. Public Comment:

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

13. Board Member and Staff Items:

- Trustee Dennis said we did have one inclusion to notify the residents on Right Hand Canyon that there would be a special agenda item for discussion of Right Hand Canyon. Trustee Johnson suggested having that item on the July agenda and in the meantime, Shawn should do patching on Right Hand Canyon.
- Regarding Class E, Trustee Dennis asked Shawn to bring a list of possible roads to discuss at the July meeting.
- Cathy verified the Road Improvement Projects for next month's agenda:
 - Status of the chip seal program
 - Surfacing roads with aggregate base.

It was decided to have other road improvements for Right Hand Canyon and Broken Spur on the July 21, 2022 agenda.

- Trustee Dennis thanked Trustee Johnson for his work on putting the chip seal bids together and Cathy, too. He said he knew it took time to do.
- Trustee Johnson said he wanted the audience to not only recognize the hard work the employees do, but the work that the Board members do. They were here on a volunteer basis; they didn't get paid for the work they do. He said he has put together construction documents, put them out to bid, supervised the work now for 12 years; he's walked a hundred miles of these roadways behind these construction crews and didn't get a dime for it. He said we've had a very polite, very nice audience tonight, and he thanked them for that.

14. **Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:42 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF May 16, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of May 16, 2022 - Almost CD #5010	527,102.60
	Balance as of May 16, 2022 - A/P / General Ckg #4179	683.09
	Balance as of May 16, 2022 - Payroll #4430	17,000.00
	Balance as of May 16, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	545,185.69

<u>Wells Fargo - Almost CD #5010</u>	Balance as of April 18, 2022	517,290.16
Income for the Month		
Ad Valorem/Property Tax	9,230.15	
Consolidated Tax (CTX)	41,080.83	
LGTA/Fair Share	3,126.44	
Other Income	0.00	
TOTAL	53,437.42	
Interest Income	4.31	53,441.73
Transfer to Wells Fargo #4179	(26,000.00)	
Transfer to Wells Fargo #4430	(17,629.29)	(43,629.29)
	Balance as of May 16, 2022	527,102.60

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of April 18, 2022	616.29
Transfer from Wells Fargo #5010	26,000.00	
Interest Income	0.09	26,000.09

NAME	CK #	AMOUNT	DESCRIPTION	
American Truck & Trailer Repair	9973	1,292.92	2005 International Water Truck repairs	
Catherine Glatthar	9974	2,227.97	Secretarial Services \$1,623.77, Accounting/Financial Work \$310.00, Office Supplies \$219.20, Public Relations \$75.00	
Dustbusters Enterprises Inc	9975	12,709.16	Mag-chloride 76.01 tons @ \$64.00/ton \$4,864.77, Freight & Fuel \$7,844.39	
Flyers Energy	9976	3,603.34	Fuel	
Granite Construction Company	9977	194.00	Cold Patch 1.5 Tons @ \$126.00/ton + \$5 energy surcharge	
Hoffman & Test	9978	765.00	March 2022 Retainer and Travel \$435.00, Additional Work \$330.00	
Pyramid Business Services	9979	1,185.30	Monthly Bookkeeping and Payroll	
Sierra Rental & Transport Co, Inc.	9980	3,855.60	Trucking of Class E to Prairie Road (Final billing)	
Sparks Tribune/Battle Born Media LLC	9981	100.00	Legal Notice: Invitation to Bid - Road Improvements	
TOTAL		25,933.29		(25,933.29)
			Balance as of May 16, 2022	683.09

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF May 16, 2022

<u>Wells Fargo - Payroll #4430</u>		Balance as of April 18, 2022	17,000.00
Transfer from Wells Fargo #5010	17,629.29		
Interest	0.16		17,629.45
Net Payroll	8,344.12	Net Payroll	
Public Agency Compensation Trust	1,472.50	Worker's Comp Qtr3 FY 2021-2022	
SK's BECC 5/3/2022 Stmt			
Waste Management	SK's CC	31.74	Monthly Waste Removal
Napa	SK's CC	198.32	IR Compactor parts \$174.97, Shop Supplies \$23.35
Linde Gas & Equipment Inc.	SK's CC	34.40	Welding Half Mask
Reno Salvage Co.	SK's CC	67.35	Flat Steel for 95 Peterbilt Water Truck
SK's BECC 6/3/2022 Stmt			
Napa	SK's CC	27.14	Zeeman Equipment Trailer Parts
Granite	SK's CC	146.58	Asphalt Rakes
Linde Gas & Equipment Inc.	SK's CC	151.65	Shop supplies - Acetylene
LJ's BECC 5/3/2022 Stmt			
Alhambra	LJ's CC	68.66	Monthly Office Water
Prominence	LJ's CC	2,819.16	Monthly Health Insurance
Verizon	LJ's CC	33.48	Monthly Telephone Bill
Motorola	LJ's CC	70.00	Monthly Two-way Radio Bill
NV Energy	Bill pay	287.99	Monthly Electric Bill
PERS	Bill pay	2,993.20	PERS Monthly Payment
Payroll Taxes - Patriot Payroll	EFT	883.16	Payroll taxes (941, NV Unemployment)
		<u>\$17,629.45</u>	<u>(\$17,629.45)</u>
		Balance as of May 16, 2022	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>		Balance as of April 18, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	<u>0.00</u>		
TOTAL	<u>0.00</u>		0.00
		Balance as of May 16, 2022	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 5/16/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 05/19/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of May 16, 2022		545,186	
Additional Revenue Expected Through August 15, 2022		152,412	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022			697,598
LESS Average Monthly Expenses (\$30,000) x 3 Months		-90,000	
LESS: Capital Outlay FY21 Carryover (\$91,537 - \$2,254 = \$89,283);			
Capital Outlay FY22 (\$150,000-\$52,634-\$5,000* = \$92,366);			
*Capital Outlay - \$5,000 for 2 Pickup Trucks from TMFire (Pending);			
Insurance \$10,000 (July);			
Unexpected Repairs (\$5,000/mo x 3 months);			
Workers' Comp \$1,800 (Aug);			
Class E \$125,423-\$119,692+\$15,000-\$16,758-\$3,856=\$117		-225,039	
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022			-375,039
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022			322,559
Additional Revenue Expected Through AUGUST 15, 2022:			
From 2021/2022 <u>Final Budget</u>	Figures Used for <u>Est Op Funds Rpt</u>		
320,000	320,000	Ad Valorem*	7,917
			*Reduced by \$10,000
567,000	540,000	CTX	135,000
38,000	38,000	LGTA	9,495
925,000	898,000		152,412
	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues	
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	16,512	488
Other (non Road Maint)	13,000	10,292	2,708
	30,000	26,804	3,196
			A/P Acct Exps 25,933
Road Maintenance		16,759	P/R Acct Exps 17,630
TOTAL EXPENSES		43,563	43,563

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 5/16/22, Actual Revenue was LESS Than YTD Estimated By:

-\$11,148.72

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
June	0.00			
July (2%)	6,400.00			
August	0.00			
	320,000.00	302,082.58	-17,917.42	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,087.67
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,006.84
June	45,000.00			
July	45,000.00			
August	45,000.00			
	540,000.00	396,993.16	-143,006.84	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
at 04/18/22	3,165.00	5,184.09	2,019.09	8,414.10
at 05/16/22	3,165.00	3,126.44	-38.56	8,375.54
June	3,165.00			
July	3,165.00			
August	3,165.00			
	38,000.00	36,880.54	-1,119.46	

PALOMINO VALLEY GID BUDGET WORKSHEET FY23 (7/1/2022 to 6/30/2023)

#4 - May 19, 2022 Meeting

By Cathy Glatthar, Assistant to the Board

	(1)	(2)	(3)	(4)
	Actual	Final	Estimated	Final
	July 1, 2021 to Dec 31, 2021	Budget FY22	at 6/30/2022	Budget FY23
Beginning Fund Balance		347,468	509,261 (Actual at 7/1/2021)	440,690
Income				
Ad Valorem	185,617	319,934	319,934	340,854
CTX Consolidated Tax	177,465	567,465	567,465	645,531
LGTA (Fair Share)	14,533	38,000	38,000	40,000
Interest Income	19	100	100	100
Other Income-FEMA Reimbursement	0	20,000	20,000	20,000
Total Income	377,634	945,499	945,499	1,046,485
TOTAL INCOME & FUND BALANCE	377,634	1,292,967	1,454,760	1,487,175
Expenses - Public Works				
Salaries & Wages				
Employee Compliance Expenses	0	100	100	100
Insurance-Workers' Comp	2,833	7,000	6,000	6,500
Payroll Direct Deposit Fees	91	300	400	600
Payroll Taxes	1,167	3,500	2,500	3,500
Salaries & Wages/Regular	66,672	145,000	138,000	150,000
Salaries & Wages/Seasonal	825	15,000	2,500	25,000
Total Salaries & Wages	71,587	170,900	149,500	185,700
Employee Benefits				
Insurance-Employee/Medical	15,478	40,000	32,000	40,000
PERS Employer Paid Expense	15,828	36,000	32,000	36,000
Total Employee Benefits	31,306	76,000	64,000	76,000
Services, Supplies, Other Chgs				
Accounting Services	8,745	22,000	20,000	22,000
Advertising	0	500	300	500
Audit	11,145	11,100	11,145	11,500
Equipment Maintenance Expense	21,663	30,000	35,000	30,000
Equipment Non-Depreciable	636	1,000	2,000	2,000
Equipment Rental	0	5,000	0	5,000
Fuel & Oil	15,123	35,000	35,000	40,000
Insurance-Liability/Auto/Equip	0	11,000	11,000	12,000
Legal Fees	3,525	6,500	6,500	8,000
Licenses and Permits	0	1,500	700	1,000
Office Supplies	587	1,500	1,200	1,500
Operating Supplies	1,879	3,000	4,000	5,000
Public Relations	0	250	250	250
Road Maintenance	168,948	683,592	500,000	875,250
Secretarial Services	8,770	18,000	18,000	20,000
Signs	162	1,000	500	1,000
Telephone	686	450	1,300	1,500
Utilities				
Electric	884	2,400	3,000	3,400
Restroom Rental	779	1,700	800	0
Waste Removal	190	1,000	800	1,000
Subtotal Servs, Supps, Oth Chgs	243,722	836,492	651,495	1,040,900
Other Income/Expense				
Other Income				
Cash Rewards	589	500	1,000	500
Total Other Income	589	500	1,000	500
Other Expense				
Cash Rewards Annual Fee	0	75	75	75
Total Other Expense	0	75	75	75
NET OTHER INCOME	589	425	925	425
Total Servs, Supps, Oth Chgs	243,133	836,067	650,570	1,040,475
Capital Outlay	9,699	150,000	150,000	125,000
TOTAL EXPENSES - PUBLIC WORKS	355,725	1,232,967	1,014,070	1,427,175
NET ORDINARY INCOME		60,000	440,690	60,000
Ending Fund Balance		60,000	440,690	60,000
		1,292,967		1,487,175

Final
Budget FY23

Beginning Fund Balance	440,690
Ad Valorem	340,854
CTX Consolidated Tax	645,531
LGTA Special (Fair Share)	40,000
Interest Income	100
Other Income-FEMA Reimbursement	20,000
TOTAL INCOME & BEGINNING FUND BALANCE	<u>1,487,175</u>
Salaries & Wages	185,700
Employee Benefits	76,000
Servs, Supps, Oth Chgs	1,040,475
Capital Outlay	125,000
Ending Fund Balance	60,000
TOTAL EXPENSES & ENDING FUND BALANCE	<u>1,487,175</u>

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G							
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM								
UP	Ironwood (Crossover/Little)	1												
UP	Jackrabbit (S)	0.5												
UP	Jackrabbit (N)	0.5												
UP	Lost Spring	1												
UP	Mid	0.3		D										
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G								
UP	Peak (N - S)	1.7												
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D							
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R											
UP	Quaking Aspen (Microwave - Rossow)	1												
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd							
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC								
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM							
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC								
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC								
UP	Range Land (Peak - Winnemucca)	1	G	G		G								
UP	Rebel Cause	1.2	G				G							

Dalomino **Valley General Improvement District**

9732 Pyramid Hwy #407, Sparks, NV 89441

MEMORANDUM

Date: May 16, 2022
To: Trustees Larry Johnson, John Patterson, Don Otto, and Dan Helton
cc: PVGID Constituents
From: Trustee Greg Dennis
Subject: Is Bad Asphalt Better Than Good Dirt? – Right Hand Canyon Road
May 19, 2022 Agenda Items 6.a., b., and c.

The PVGID enlisted Trustee Larry Johnson to solicit and obtain bids for chip seal and Cape seal on specific roadways. This memorandum addresses the approximately 1.35 miles on Right Hand Canyon Road under consideration by the Board to receive Cape seal. This roadway segment, originally constructed in the 1960's, has reached a deteriorated state that the surface is somewhat rough on which to drive. The addition of a Cape seal was selected as the necessary application to preserve the roadway surface and it was noted that Trustee Helton said that "bad asphalt is better than good dirt" or his preference was to keep the old roadway surface.

The preliminary estimate for the entire 2022 Seal Coat Program (chip seal and Cape seal) was \$270,000. The only bid of \$314,000, far exceeds the anticipated amount and the funds available. With the budget constraints in mind, there are other alternatives to repairing or reconstructing the asphalt portion of Right Hand Canyon Road which are listed below for consideration by the PVGID Board. Please note that these are only options, and the Trustees will certainly be concerned about how users of that roadway view any proposed improvements.

OPTIONS FOR REPAIR OR RECONSTRUCTION

1. Continue patching the asphalt with the understanding that when the budget allows, the asphalt may be Cape sealed.

ESTIMATED COST: \$3,000

2. Cape seal the roadway at some future date (with extensive patching done prior to surfacing with Cape seal).

ESTIMATED COST: \$108,000 (Cape seal) + \$6,000 (patching) = \$114,000

3. Construct a 6-inch-thick modified Class E base consisting of Class E, topped with Type II base, that would have a mag-chloride solution applied to the compacted base material. The roadway constructed near the highway-end of Range Land Road is very similar to this alternative. Note: the mag chloride solution prohibits almost all dust created by vehicles on the road. Wilcox Ranch Road has had similar treatment.

ESTIMATED COST: \$29,000 for material (Class E and Type II base) + \$28,000 for Hauling = \$57,000

4. Grind and pulverize existing roadway, re-compact, top with Type II base, and treat with mag-chloride.

This item would likely be more expensive than option 2 above.

Note: the least costly “improvement” is the number 3 option at about half the cost of Cape seal. Please note it is likely that due to the rough, cracked and fractured surface of the roadway that any Cape seal may not last or stand up to normal wear and tear for an expected life of 5 years. Option 3 does improve the roadway by putting down a hard surface and would be less rough but not have the look of a paved roadway. It would be possible to put down a chip or Cape seal later, but the current allocated budget amount does not lend itself to that currently. Eventually this roadway will require some major rehabilitation, which option 2 represents, as the sub-base and asphalt are almost as old as me.

It would appear that for now this Board may wish to consider at least patching and keeping the roadway as is (option #1).

PVGID OPERATIONS MANAGER'S REPORT

Report Period 4/18/2022 to 5/15/2022

ATTACHMENT: 5/19/2022 Meeting Agenda Item 6.b.

ROADS GRADED AND/OR COMPACTED:

1. Grey Van
2. Rebel Cause
3. Sharrock: Amy to Wild Horse
4. Hockberry
5. Quaking Aspen: Wilcox Ranch to O'Hara, Also clean up Ditches
6. Grass Valley: Whiskey Springs to near 5915 Grass Valley
7. Wayside Rd: Grass Valley to near 5105 Wayside
8. Twin Springs: Crossover to Cul-de-sac
9. Amy Short: Ironwood intersection and Wilcox Ranch intersection
10. Wilcox Ranch: Goodher to Mid and spot grade other areas

OTHER ROAD WORK:

1. Ironwood, Amy, Axe Handle: Measure road areas for patch, then patch roads before chip seal
2. Right Hand Cyn: Whiskey Springs to end of pavement, sweep with kick broom, clean up drainage with grader, prep for patching and sealing
3. Range Land - Easy Jet to Grey Van: Pull shoulder backing to edge of road on North side (Blow sand - not good for backing material)
4. Range Land: Remove old cattle guard and replace, haul old cattle guard back to yard

OTHER:

1. Office work
2. Attend meetings
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Meetings with Teichert
8. Cattle Guard: Paint

EQUIPMENT:

1. 2000 Pete: Right rear outer tire had sidewall bubble, R&R with spare tire
2. 88 Int'l patch truck: Prep for edge paving, did some more fabrication
3. 05 Int'l water truck: Truck keeps dying, check engine light on. American Truck came out, used scanner to find issues, they R&R the Cam & Crank sensors, plastic surge tank radiator cap loose, new tank costs \$700, repaired with JB Weld and repair is holding
4. 95 Pete water truck: Weld water tank (had lots of holes)
5. IR Compactor: R&R hydraulic filters

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:

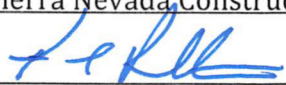
<u>UNIT BID SCHEDULE</u>				
Item No.	Description of Work	Approximate Quantity*	Unit Cost	Price
1.	Chip Seal and Fog Seal, including all labor, equipment, and materials. Complete in Place.	480,000 SF	\$ <u>0.43</u> / SF	\$ <u>206,400.00</u>
2.	Cape Seal, including all labor, equipment, and materials. Complete in Place.	135,000 SF	\$ <u>0.80</u> / SF	\$ <u>108,000.00</u>
			TOTAL BID PRICE	\$ <u>314,400.00</u>

*The PVGID may, at its sole discretion, add to or subtract from the "Approximate Quantity" listed above.

The Undersigned agrees, if awarded the contract, to complete it by July 29, 2022, 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: May 5, 2022

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 LICENSE NO. 25565

WITNESS: 

- 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 placement of chip seal on approximately three (3) miles of Ironwood Road from Amy Road west to end of last year's chip seal at an average width of 22.5 feet, Amy Road approximately one half (1/2) mile from Ironwood Road north to Sharrock Road at an average width of 21 feet, and Axe Handle Road approximately 0.6 miles from State Route 445 through the intersection of Bacon Rind Road at an average width of 21.5 feet in Palomino Valley, Washoe County, Nevada. The aggregate screenings for the chip seal shall conform to the requirements of Section 200.02.05, Screenings, for the 3/8 inch modified size of the Orange Book. The chips shall be applied at a rate of 28 pounds per square yard. The asphalt binder shall conform to the requirements of Section 201.04.1 - Specifications for Cationic Emulsified Asphalt for CRS-2. The application rate shall be 0.35 gallons per square yard. Chips shall be seated with a minimum two (2) passes with a minimum six-ton pneumatic roller. The chip seal shall receive a fog seal of SS-1 or SS-1h diluted 50/50 with water and applied at a rate of 0.10 gallons per square yard.

The project will also include the placement of a Cape seal on approximately 1.35 miles of Right Hand Canyon Road from the intersection of Whiskey Springs Road extending southeast at an average width of 19 feet. The Cape seal shall consist of an initial application of a chip seal followed by a final application of a Type III slurry seal. The chip seal shall conform to the requirements described above with the exception that no fog seal will need to be applied. The slurry seal shall conform to Section 318.00 for a Type III gradation applied at an average rate of 22 pounds per square yard.

These Special Conditions supplement and modify the Plans and the Specifications indicated below.

Standard Specifications for Public Works Construction, sponsored and distributed by Washoe County, City of Sparks, City of Reno, Carson City, and Douglas County, 2016.

Standard Details for Public Works Construction, sponsored and distributed by Carson City, Douglas County, City of Fallon, Lander County, Lyon County, Nye County, City of Reno, City of Sparks, Washoe County, City of Yerington.

Payment shall be made on the square footage placed at the unit price bid. Unit price for each item of work shall allow for expansion of work scope as the Palomino Valley General Improvement District's budget allows. Additional quantities of work beyond those set forth in the bid schedule shall be paid at the unit price for each respective item.

2022 EMPLOYEE COMPENSATION

Consumer Price Index and Hourly Pay Raise Scenarios

CONSUMER PRICE INDEX *

Source: US Bureau of Labor Statistics
 [https://www.bls.gov/]

12-Month Percent Change

Series Id: CWUR0400SA0

Not Seasonally Adjusted

Series Title: All items in West urban, urban wage earners and clerical workers, not seasonally adjusted

Area: West

Item: All items

Base Period: 1982-84=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2012	2.7	2.5	2.5	2.0	1.9	1.9	1.6	2.0	2.0	2.5	1.8	1.6	2.1	2.2	1.9
2013	1.5	1.9	1.3	1.0	1.0	1.4	2.0	1.5	1.2	0.6	1.2	1.7	1.4	1.4	1.3
2014	1.6	1.1	1.4	1.7	2.2	2.2	2.2	2.0	1.9	1.8	1.3	0.8	1.7	1.7	1.7
2015	0.0	0.2	0.6	0.5	0.8	0.7	0.9	0.8	0.4	0.6	1.1	1.6	0.7	0.5	0.9
2016	2.6	1.9	1.1	1.5	1.0	1.2	0.9	1.1	1.7	2.1	2.2	2.3	1.6	1.6	1.7
2017	2.3	3.0	3.0	2.8	2.6	2.4	2.5	2.8	3.0	3.0	3.2	3.3	2.8	2.7	3.0
2018	3.3	3.2	3.3	3.5	3.7	3.9	3.9	3.8	3.5	3.7	3.5	3.1	3.5	3.5	3.6
2019	2.6	2.3	2.4	2.8	2.9	2.6	2.5	2.4	2.5	2.7	2.7	2.7	2.6	2.6	2.6
2020	2.9	3.1	2.5	1.2	0.6	1.1	1.7	2.2	1.9	1.3	1.5	1.7	1.8	1.9	1.7
2021	1.7	2.0	2.9	4.4	5.4	6.0	5.9	5.7	5.8	6.5	7.2	7.8	5.1	3.7	6.5
2022	8.4	8.5	9.4	8.9											

* CPI Information obtained on May 13, 2022

SHAWN KELLY
HOURLY PAY RAISE SCENARIOS

Scenario 1 - 5.1% pay raise:

Current Hourly Rate	36.05	
Hourly Rate Increase for CPI (36.05 x 0.051)	1.95	(Rounded up by 11 cents)
New Hourly Rate	\$38.00	

Scenario 2 - 5.1% plus \$8.00/hour pay raise:

Current Hourly Rate	36.05	
Hourly Rate Increase for CPI (36.05 x 0.051)	1.95	(Rounded up by 11 cents)
\$8.00 Flat Hourly Rate Increase	8.00	
New Hourly Rate	\$46.00	

Scenario 3 - 5.1% plus \$14.00/hour pay raise:

Current Hourly Rate	36.05	
Hourly Rate Increase for CPI (36.05 x 0.051)	1.95	(Rounded up by 11 cents)
\$14.00 Flat Hourly Rate Increase	14.00	
New Hourly Rate	\$52.00	

CHUCK BLOWER
HOURLY PAY RAISE SCENARIOS

Scenario 1 - 5.1% pay raise:

Current Hourly Rate	25.75	
Hourly Rate Increase for CPI (25.75 x 0.051)	1.35	(Rounded up by 4 cents)
New Hourly Rate	\$27.10	

Scenario 2 - 5.1% plus \$2.90/hour pay raise:

Current Hourly Rate	25.75	
Hourly Rate Increase for CPI (25.75 x 0.051)	1.35	(Rounded up by 4 cents)
\$2.90 Flat Hourly Rate Increase	2.90	
New Hourly Rate	\$30.00	

Scenario 3 - 5.1% plus \$4.90/hour pay raise:

Current Hourly Rate	25.75	
Hourly Rate Increase for CPI (25.75 x 0.051)	1.35	(Rounded up by 4 cents)
\$4.90 Flat Hourly Rate Increase	4.90	
New Hourly Rate	\$32.00	

REGULAR MEETING

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

Thursday, June 16, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, June 16, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Larry Johnson, and Don Otto. Trustee Dan Helton was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Louie Test, Legal Counsel.

2. **Public Comment:**

Don Otto stated in his opinion the Board represents the people and all the streets. He said we are the General Improvement District and he believed that meant we have the ability to improve the District's roads and not just maintain them as they are. He commended Shawn for the road striping that was done a couple of years ago; it's a lot safer and it's a good thing. He said he felt the Board should not be accusing each other of self-serving actions and they needed to refrain from statements claiming that the Operations Managers have been told to put the roads the Board members live on last on the list for repairs and maintenance, because some people might feel that they have been shortchanged. He said it was pretty obvious from those statements that that is what could happen in their minds and that could open the Board up to a class-action law suit or similar because we have put them at the bottom of the list for who knows how many years.

Greg Dennis stated Steve Ajamian's comment made at the last meeting concerning employee compensation was well thought out and articulate and he thanked Mr. Ajamian for his comment.

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

3. **Approval of Minutes - May 19, 2022 Closed & Open Sessions:**

Trustee Johnson made a motion to approve both of the May 19, 2022 closed session minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

Trustee Johnson made a motion to approve the May 19, 2022 open session minutes as written. Trustee Patterson 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). The total cash in all accounts was \$516,704.90. Income for the month was Ad Valorem/Property Tax \$6,844.17, Consolidated Tax (CTX) \$47,024.50, and LGTA/Fair Share \$4,507.50.

Vickie reviewed several of the payments: 1) Ritchie Bros. Auctioneers \$47,247.50 for a 1998 Peterbilt 377 water truck; 2) A & H Insurance \$10,066.62 for liability insurance for [fiscal year] 2022-2023 [7/1/2022 - 6/30/2023]; and 3) Dustbusters \$2,290.84 for mag-chloride.

Trustee Otto asked why Shawn believed the existing [2005 International] water truck was not the type of truck for our roads?

Shawn explained the suspension was too stiff and caused breaks in the water tank, and the truck was just falling apart. He mentioned the plastic reservoir for the coolant bottle has broken three times and that part costs \$700. He said, over a number of years, they have spent about a week's worth of time welding the breaks in the water tank. He said the 1998 Peterbilt water truck has air ride (air bags).

Trustee Otto said the reason he asked that was the company he currently works for, Campbell, has about 15 or 17 water trucks. He explained Campbell had a couple of those air bag water trucks years ago and they did not like those trucks and they made sure they did not buy that type of water truck again.

Shawn explained that with the washboard on our roads, our water trucks take a beating. He said the existing, 1995 Peterbilt water truck has air suspension and it rides like a Cadillac compared to the 2005 International.

Trustee Johnson asked what was allotted for the replacement water truck?

Shawn said he believed \$60,000 was the estimated cost.

Cathy Glatthar confirmed the amount.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the report (see attached). She explained that she had dropped the expected ad valorem revenue by \$10,000 last month, but with the \$6,800 received this month for ad valorem, she felt confident that we would receive the remaining \$11,000 by July. With that in mind, she stated Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$117,390. She added that she did holdout the \$226,400 approved last month for the chip seal project.

5. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis said they had been slowly putting the roads back together again; it's summertime and roads have been washboarding. He said we have improvements on the way to our equipment, the chip seal project, and we're going to have enough money to do some additional Class E base, should the Trustees wish to pursue that, and that is part of the discussion for later tonight. He said he thought they were successful in getting the water truck; that he and Shawn had discussed it quite a bit. With the cost of new water trucks at \$240,000 to \$250,000, we've done really good with this purchase.

b. Operations Manager's Report:

[Operations Manager's Report - Period 05/16/2022 to 06/12/2022 (see attached)]

- Shawn said on May 24th he had his shoulder replaced. He explained he has a temporary worker in his place who is working with Chuck.

Trustee Dennis said he refuses to let Shawn work until he is capable of working and a doctor says so.

Shawn said he has been doing work in the office.

- Shawn explained they have been preparing for the chip seal and should have enough patching done.

Trustee Johnson said there were some additional areas that needed patching, such as the intersection of Ironwood and Amy.

Shawn said he didn't want to do that patching until closer to the date the chip seal would be done.

Trustee Johnson said the chip seal would be done the week of June 27th.

Shawn said they would get the patching done by the end of next week.

Trustee Dennis said there were places on Ironwood where water has gotten to the subgrade and caused chip seal failures. He said he wanted Shawn to be sure the drainage was adequate in those areas so that the water cannot get to the subgrade and cause this new layer of chip seal to fail.

Trustee Johnson added the drainage work needed to be done before winter.

- Trustee Otto wondered if something more extensive could be done at the intersection of Ironwood and Amy; approximately 200 feet uphill [south on Amy - known as Amy "short"], where the acceleration occurs and causes the washboard. He suggested undercutting the area by two to four inches, put in [asphalt] grindings, and then chip seal.

Trustee Dennis asked if they couldn't afford to do that, what about putting down more Class E and mag-chloride, and see what happens?

Shawn said that's what we have now and 500 cars a day just tears it up.

Shawn said the grindings would work better, but could not be done before this chip seal project is done.

Trustee Otto said he was thinking of the asphalt grindings in lieu of chip seal.

Trustee Patterson said he thought this matter should be agendized.

Trustee Johnson said he would make some inquiries.

Trustee Dennis stated this item would be placed on next month's agenda.

Trustee Johnson said one of his oversights was not extending the Cape seal through the return and a short distance beyond where everyone accelerates.

Trustee Otto said he wanted them to consider more than 100 feet, because the washboard extends beyond 100 feet.

Trustee Johnson said it would be really nice to use a cold mix or a hot mix and then have it chip sealed.

c. Capital Outlay List - Add Semi and Pup Belly Dump Trailers:

Trustee Dennis explained we hire trucks and Shawn has to re-train the truck drivers on how to put down the material correctly. He said we have an opportunity to improve the way we do business at a cheaper and more economic cost. He said Shawn explained if they had their own belly-dump train, they could get Class E down at a much lower cost.

Shawn said he came across a set of belly dump trailers, but he was really only interested in the “pup;” a 20-footer with a removable front wheel/con gear. He said with this pup he could get to the top of Piute Creek, and the top of Quaking Aspen and turn around at Mountain Aspen. He explained more about the equipment and said it may entail purchasing a bobtail with a fifth-wheel plate.

In response to Trustee Dennis, Shawn explained with a belly dump, when the material starts in the center of the roadway, he already has a crown; it’s more consistent. Right now we pay \$1,400 a day per belly-dump train plus 20% fuel surcharges. With Chuck running a PVGID-owned belly-dump train, it would be \$300 a day and we could get 40 tons of material per load and we could get a lot of roads covered. He said the belly-dump trailer we currently have is old and we can’t hook up a pup to that truck.

Trustee Otto said the belly dump is ideal for out here; it’s the way to go. He said this would allow in-house hauling up some of these back roads.

Trustee Dennis added the hauling would be done according to our needs and our timing and we wouldn’t have to try and find trucks. He said, to him, this was doable and we should be able to do this with the capital outlay funds available.

Shawn explained we would sell the existing belly-dump trailer; it’s old and he wasn’t sure how much he could sell it for, but if he sold it for \$10,000, he’d be happy.

Shawn reviewed the costs (see handout) and stated the estimate was \$30,000, but that needed to be \$35,000. He said he would also need to acquire a bobtail truck and that would cost about \$20,000.

Shawn commented that the 2005 International water truck is estimated to sell for \$25,000, but he’s looked into it and older equipment is selling for high prices and he believed the International would sell for a lot more than \$25,000; that would allow more money to go towards the bobtail truck.

Trustee Johnson said he believed there were items on the Capital Outlay list that could wait, such as the tack pot. He asked Shawn if he would rather have the tack pot or the bobtail?

Trustee Dennis interjected and said they wanted both.

Shawn said if he could start doing some hot mix, he thought the patches would last. He said he thought it was critical to have tack; with a two-man crew they could do the tack, hot mix and roll it and it would last. With the set up they have and only a two-man crew, they have been able to lay down 28 tons of cold mix in a day.

Trustee Dennis said the road at Amy short, for example, they could tack it and blade lay some asphalt hot mix. He said there is also an incredible amount of patching needed on Right Hand Canyon and other roads.

Trustee Dennis made a motion to change the Capital Outlay list as recommended by Shawn to make sales and purchases as necessary for a belly-dump train (semi and pup trailer) and a tack pot. Trustee Otto seconded the motion.

Trustee Johnson asked if that included the bobtail truck?

Trustee Patterson asked Shawn if we would not go over the number at the bottom [\$89,401]?

Shawn said he thought with the \$20,000 for the bobtail truck taken out, the new bottom-line figure would be \$69,401 and he didn't think after all was said and done and we sell some of the old equipment, we'd have money left in the Capital Outlay budget; we would not be at zero or a negative number.

After these questions and discussions, Trustee Dennis revised his motion, as follows:

To change the Capital Outlay list (dated June 13, 2022) as recommended by Shawn to make sales and purchases as necessary for a belly-dump train (semi and pup trailer) at an estimated cost of \$35,000, a bobtail truck at the estimated cost of \$20,000, and a tack pot at the estimated cost of \$15,000. The motion is to include that the Capital Outlay balance is to remain above \$70,000. Trustee Otto seconded the revised motion. Upon a vote, the motion passed unanimously.

Shawn went back to the subject of the recently purchased water truck, and stated he wanted to get the tank lined.

Trustee Dennis said Shawn would have to work with the budget he has.

d. Road Improvement Projects - Strategic Planning, Implementation, and Funding:

i. Status of 2022 Seal Coats Program:

Trustee Johnson stated the project was put out for bid, and as reported at the last meeting, costs came in higher than what was budgeted in March, but so had the price of fuel. He explained the [modified] contract was approved by the Board and he was authorized to sign the contract and issue the notice to proceed. He said he had collected all of the certificates of insurance, which named the PVGID as additionally insured. He said the contractor has scheduled the project for the week of June 27th, but at this time he did not know what day they would start and where they would start. He said he would get that information soon so it could be posted on the PVGID's website.

In answer to Trustee Johnson's question, Vickie replied that she had the original documents and had received the final contract signed by both the contractor and Trustee Johnson.

Trustee Johnson stated since this contract was for a prevailing wage project, the contractor would be submitting certified payroll reports. He asked that Vickie get copies of those to him for his contract file. He said he had a complete file on each of the projects done since 2011, and once his term was up, he would turn those files over to the Board.

Trustees Dennis and Otto thanked Trustee Johnson.

ii. Surfacing Roads with Aggregate Base:

Trustee Dennis said there was only \$117 left of what had previously been budgeted for Class E [and other aggregate] base surfacing. He asked the Board to consider authorizing some funding for aggregate surfacing.

In response to Trustee Johnson's request for a list of priority roads, Shawn said he would put a whole new overlay on Wild Horse and Quaking Aspen (from Wilcox Ranch to O'Hara). He said, if possible, he wanted to include Crossover Road to tie it in with Wild Horse and Twin Springs.

Shawn explained that adding more material was all that could be done with Quaking Aspen Road. He said if they tried to grade Quaking Aspen, they would just pull up lots of rocks; it had to be re-covered.

Trustee Johnson said the two tenths of material put on Quaking Aspen was done about two years ago; for a road where we stuck three fire trucks. He said it had held up well.

Trustee Otto said, on Quaking Aspen, there were a couple of bad rock-protruding spots between O'Hara and Microwave.

Shawn said that was where they had spot patched before and they would do some more spot patching up there. He explained of the Class E that was stockpiled at the Wayside yard, about half of that pile was already slated for spot patching various roads.

After some discussion, it was determined that Wild Horse (from Whiskey Springs to Crossover) was three miles and Quaking Aspen (from Wilcox Ranch to O'Hara) was two miles for a total of five miles. At an estimated cost of \$20,000 per mile (for material and trucking), that would be \$100,000.

Shawn said they would surface Crossover with the material stockpiled at the yard.

Trustee Johnson made a motion to authorize the expenditure of funds for materials and trucking for the placement of Class E base on three miles of Wild Horse (from Whiskey Springs to Crossover) and two miles of Quaking Aspen (from Wilcox Ranch to O'Hara).

There was some discussion about where the end point should be for Quaking Aspen, and Trustee Johnson stated the western property corner of his property was the border (beginning) of what used to be called a seasonal road. That meant that any improvement above that point was to be paid for by the property owners. He said that is written Board policy that they are tied to.

Trustee Otto said they are not called seasonal roads anymore.

Trustee Johnson said they were formerly called seasonal roads, but the Board resolution states from that point forward the District will not improve ...

Louie Test interjected and asked what this had to do with the motion?

Trustee Johnson said he was clarifying where the placement of Class E on Quaking Aspen had to stop. If gravel is placed beyond the southwest corner of his property, which the GID has done in the past and he paid for that gravel, and he will pay for it again if more gravel is placed there.

Shawn said they have placed material on Quaking Aspen above Trustee Johnson's property. He added that a road still has to be serviceable and there are parts of Quaking Aspen, higher up, that he needs to bring in some material to make it serviceable and so he can grade it.

Trustee Patterson seconded the motion and hearing no opposition, the motion passed.

Trustee Johnson mentioned that Shawn needed to watch the gradations of the Class E.

Shawn said he would pull a gradation report before they started pulling the material from Teichert.

Trustee Otto asked about the status of the material in the Ironwood pit?

Shawn explained that material is basically a fine, sandy DG. He said they have placed it on Yellow Tail from Pioche to the end, but it gets mushy when it gets wet. We do have the ability to screen the material and use it.

Trustee Johnson explained where you have good granular subgrade, where it's rocky and gravelly, and you just need to cover it up and provide a better wearing surface, the Ironwood pit material works fine.

Shawn said he thought the Ironwood pit material would work well on the upper end of Piute Creek Road (beyond the 90-degree turn).

After some additional discussion, Trustee Otto said his point was we could blow a lot of money on Class E, but we do have free material in the Ironwood pit and we should use that material when we can; it's a lot cheaper.

Trustee Dennis said yes and no; there is a cost to digging it up, screening it, and transporting it; it's labor intensive.

In answer to Trustee Otto's question, Shawn said we have to screen every bucket of material from that pit.

Trustee Dennis said it was a good idea, but he wasn't sure if there was a lot of applicability. He thanked Trustee Otto for mentioning it.

6. Old Business:

a. Current and Future Development Impacts, including but not limited to Area Plan Updates and the Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Patterson said he met with Dave Solaro, the Assistant County Manager, at the end of May to discuss the area plan update as it impacts the GID and our ability to maintain the roads with all the development out here. There were some ideas discussed including impact fees on building permits; that wasn't taken very well by Mr. Solaro. He talked about a trigger in the area plan that would require County-standard roads to Pyramid Highway; such as if a developer builds three or more homes. He said Mr. Solaro said that was tried in a different area of the County and it wasn't a feasible response. Another idea was adding strong conditional assessment language to the area plan, such as developers repair roads to former condition.

In response to Louie Test's question, Trustee Patterson clarified that his discussions on the area plan are just regarding the impacts to the GID and the roads.

Trustee Patterson said another idea was to meet with the Federal Congressional Delegation for Nevada - Congressman Amodei, Senator Masto, and Senator Rosen - and argue the GID roads are access to public lands, and we have a federal facility on Ironwood Road that uses our roads for access. He said that was something he would work on in the future, outside of the area plan update.

7. New Business:

a. Solicit Allocation of Funding from Washoe County for Road Projects and/or Capital Outlay Items:

Trustee Patterson explained in the same meeting with Mr. Solaro, he brought up the fact that Washoe County had received a lot of federal funding and CARES Act money and more recently they received over \$91 million in American Rescue Plan Act (ARPA) federal funds and where was the PVGID sitting at? He said after some back and forth discussion, Mr. Solaro had a meeting the following week with the County Manager on this issue and the Community Investment Manager in Washoe County. He said he has had multiple follow ups with Mr. Solaro since then. He said he's reached out to two County Commissioners and has had positive correspondence with one and has not heard back from the other. He said what he would like to do is solicit funds from the County for the pavement rehab projects that we have tabled due to budget constraints. He then read his list of projects, as follows:

- Right Hand Canyon - Cape seal 1.35 miles
- Broken Spur & Sharrock - Edge paving and re-chip seal on approx. 1.4 miles
- Broken Spur from Whiskey Springs to Morgan Ranch - Raise the road on the north end to correct the drainage issues and add base to approx. 1.5 miles
- Axe Handle from Bacon Rind to Curnow Canyon - Re-chip seal approx. 2.5 miles
- Whiskey Springs from Amy to Right Hand Canyon - Re-chip seal approx. 2 miles

He stated he thought the pavement rehab that we can't do, would resonate with the County; that was his feeling from his conversations. He said the SPA projects are a legitimate argument to make with the County since the Board of County Commissioners removed the financing plan and put the PVGID at a disadvantage as a public entity to maintain those roads with the current development going on in the SPA; that's why he put those items on that list. He said he didn't know if the County would look at all these items or if they will pick and choose, but he was going in with gusto to get them all. He asked the Board to allow him the latitude to speak on behalf of the PVGID with the County on this proposal.

In response to Trustee Otto's question, Trustee Dennis explained, if approved, the Board would be allowing Trustee Patterson to negotiate with the County for a portion of these grants to fund PVGID road maintenance projects. He said he thought it was a very good thing and he appreciated Trustee Patterson for spending the time and effort to contact the County officials and for putting this proposal together.

Trustee Patterson said he was not an expert and he would need assistance with estimated costs.

Trustee Johnson said this was a new twist and a new opportunity that hasn't been available to us before as far as the amount of federal funding that has been given to

the states and counties. He explained their previous approach, seven or eight years ago, was to ask the County to include the GID in the formula for the State gas tax, but that was turned down, rather emphatically. He said the amount of money the federal government had granted in these stimulus programs was mind-boggling.

Trustee Johnson made a motion to authorize Trustee Patterson to represent the PVGID Board in presentation and negotiation for potential grant monies for various road improvements within the District. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Louie Test cautioned the Board to not discuss this matter amongst themselves outside of an open meeting.

Trustee Dennis said Trustee Patterson would be coming to him to get specific costs for these projects, and he believed he could provide that information without violating the open meeting laws.

8. Judicial/Government Affairs:

- Louie Test stated he would be retiring and the Board would have to look for a new attorney. He said he has spoken with an individual who is here this evening who lives in Palomino Valley and is an attorney. This matter will have to be placed on the next agenda. When you are choosing someone to perform professional services, you do not have to solicit or advertise.

In response to Trustee Dennis' question, Louie explained that the individual mentioned would need to submit a résumé and we would have to agendize this for the next meeting.

Louie explained that he would be available by phone during the transition period. He added that his firm will still be around; they are going to be associated with another firm. He was not sure if he would be able to be present at the next meeting, but he would try.

Trustee Johnson said we wished Louie the best and it had been a pleasure working with him.

Others expressed agreement with Trustee Johnson's statement.

- Trustee Otto asked Louie to elaborate on what Trustees can discuss with other Trustees outside of an open, public meeting.

Louie said if it was dealing with actions to be carried out by the Board, you can't have deliberations on such matters outside of an open meeting. He explained the example of serial communications and said if one Trustee talks to another Trustee about a PVGID matter and then either one or both of those Trustees talks to a third or fourth Trustee about the same matter, that is considered a "walking quorum" and is a violation of the Open Meeting Law.

Trustee Otto said what if there were a snow storm or a gully washer and Trustees needed to discuss which roads needed to be graded? Even if it's not necessarily an emergency situation, could it be discussed? For instance, could Trustees talk about the condition of Wilcox Ranch Road?

Louie explained that if you wanted to discuss the condition of the roads, then it would have to be during a public meeting, because the public has the right to give input. If there is an emergency, a special meeting could be called on short notice.

Trustee Dennis said if Trustee Otto had a road request, he could submit it just like anyone can.

Trustee Otto said “deliberation” seemed to be the key word.

Louie agreed and said “deliberation” is one of the key words.

Trustee Otto said he didn’t like this at all, that they can’t communicate; communication should be important.

Trustee Johnson said he thought it tied their hands, but that’s the law.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month’s meeting will be on July 21, 2022.
- The annual fiscal reports must be published on or before July 1st. Cathy stated she already had the reports ready to be published in the Reno Gazette-Journal on June 30th.
- Vickie has three items to handle, as follows:
 1. The fourth Quarterly Economic Survey should be ready to be signed at the July meeting and it must be submitted to the Department of Taxation by August 15th.
 2. The Employee-Management Relations Board (EMRB) fee per employee is due by July 31st.
 3. Pay the annual Warm Springs Valley Water Basin (water rights) administration fee. The bill looks like a tax bill from the Washoe County Treasurer’s Office, and should be approximately \$27.00 this year.

10. Correspondence:

- Cathy Glatthar reported receiving a letter from the Department of Taxation stating that the PVGID’s final budget was in compliance with the regulations.
- Cathy Glatthar read a summary for: Agency Review of Tentative Parcel Map Case # WTPM22-0012 - 5870 Whiskey Springs Road (see attached).

Trustee Dennis stated that Cathy had typed up the standard letter outlining the PVGID’s conditions of approval (as listed in the attachment).

11. Public Comment:

- Debra Shirk thanked the Board members who attend these meetings every month, and who don’t come with a personal agenda all the time. She said she appreciated it and she knew that it wasn’t easy to come to these meetings month after month without fail.
- Don Cameron asked if the work to be done on Wild Horse, adding base, would include dust control with mag-chloride?

Shawn said he wasn’t sure if the mag-chloride would be applied, but if it was, it would be at a lesser concentration. He said they were still working on the best application rates.

Trustee Dennis said if the mag-chloride is put down on the roads, you don’t get the dust and you do get a better wearing surface.

Trustee Johnson did the math, and we paid \$15,000 for 21,000 gallons of mag-chloride which equals \$1.40 per gallon, Shawn estimated needing 4,000 gallons to do the three miles on Wild Horse for a total of \$5,600.

Mr. Cameron remarked how much longer the road lasts when mag-chloride is applied.

In answer to Trustee Otto's question, Trustee Dennis said it would cost about \$3,000 to apply mag-chloride to the 2.4-mile section of Quaking Aspen Road that was going to be re-covered with Class E base.

Trustee Otto said he would contemplate paying for the mag-chloride for that section of Quaking Aspen Road.

In response to Trustee Dennis' comment, Trustee Johnson clarified that there is a Board policy that allows property owners to pay for improvements, such as Trustee Otto was suggesting.

Trustee Johnson added that he was considering doing the same and Trustee Otto said let's split the cost and Trustee Johnson agreed.

Louie Test interjected that this item was not on the agenda and property owners should submit such proposals to the GID for consideration.

Shawn added that they should wait until the road gets covered with the Class E.

- Patrick Mansfield said now that Louie Test had stated his plan to retire, he wanted to know what the Board wanted in the way of a proposal for legal services?

Trustee Johnson replied the Board would like a written proposal, résumé, and hourly rates/cost proposal for Mr. Mansfield and his firm.

Trustee Dennis 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 Otto reiterated that he wanted an item on the next agenda to decide what direction to take on the intersection of Amy (short) and Ironwood.
- Trustee Johnson asked to have an item on next month's agenda for a proposal grant request to the Federal Highway Administration for the improvement of Range Land Road from the Pyramid Highway to Winnemucca Ranch Road.
- In response to Cathy Glatthar's question, Trustee Dennis said to include the following item on next month's agenda: Other Possible Road Improvement Projects, including, but not limited to, Broken Spur Road and Right Hand Canyon Road.

- 13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:47 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF June 13, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of June 13, 2022 - Almost CD #5010	498,615.96
	Balance as of June 13, 2022 - A/P / General Ckg #4179	688.94
	Balance as of June 13, 2022 - Payroll #4430	17,000.00
	Balance as of June 13, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	516,704.90

<u>Wells Fargo - Almost CD #5010</u>	Balance as of May 16, 2022	527,102.60
Income for the Month		
Ad Valorem/Property Tax	6,844.17	
Consolidated Tax (CTX)	47,024.50	
LGTA/Fair Share	4,507.50	
Other Income	0.00	
TOTAL	58,376.17	
Interest Income	4.66	58,380.83
Transfer to Wells Fargo #4179	(69,247.50)	
Transfer to Wells Fargo #4430	(17,619.97)	(86,867.47)
	Balance as of June 13, 2022	498,615.96

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of May 16, 2022	683.09
Transfer from Wells Fargo #5010	69,247.50	
Interest Income	0.07	69,247.57

NAME	CK #	AMOUNT	DESCRIPTION	
Ritchie Bros. Auctioneers	WT	47,247.50	Capital Outlay - 1998 Peterbilt 377 4,000 gallon 6X4 Water Truck	
Wells Fargo Bank	EFT	30.00	Wire Transfer Service Fee	
A&H Insurance	9982	10,066.62	Liability Insurance 2022-2023 POOL Policy	
Catherine Glatthar	9983	1,870.59	Secretarial Services \$1,571.00, Accounting/Financial Work \$110.00, Office Supplies \$114.59, Public Relations \$75.00	
Dustbusters Enterprises Inc	9984	2,290.84	Mag-chloride 14.526 tons @ \$64.00/ton \$929.66, Freight \$1,249.24, Fuel Surcharge \$111.94	
Flyers Energy	9985	3,187.48	Fuel	
Granite Construction Company	9986	1,421.42	Cold Patch 11 Tons @ \$126.00/ton + \$35.42 energy surcharge for Ironwood Road and Amy Road	
Hoffman & Test	9987	400.00	April 2022 Retainer	
Hunt & Sons, Inc.	9988	1,538.90	Shop Supplies - 110 Gallons Hydraulic Oil @ \$13.99/gallon	
Pyramid Business Services	9989	1,188.37	Monthly Bookkeeping and Payroll \$1,118.25, Office Supplies \$70.12	
TOTAL		69,241.72		(69,241.72)
	Balance as of June 13, 2022			688.94

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF June 13, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of May 16, 2022	17,000.00
Transfer from Wells Fargo #5010	17,619.97		
Interest	0.08		17,620.05
Net Payroll	9,656.69	Net Payroll	
Cash Withdrawal	1,000.00	Cash Withdrawal by SK for Refundable Deposit for Possible Equipment Purchase	
SK's BECC 6/3/2022 Stmt			
Waste Management	SK's CC	33.00	Monthly Waste Removal
Grainger	SK's CC	118.66	Heavy duty tarp for covering patch mix
LJ's BECC 6/3/2022 Stmt			
Alhambra	LJ's CC	12.25	Monthly Office Water
Prominence	LJ's CC	2,819.16	Monthly Health Insurance
Verizon	LJ's CC	33.48	Monthly Telephone Bill
Motorola	LJ's CC	70.00	Monthly Two-way Radio Bill
Wells Fargo Cash Rewards	LJ's CC	(625.54)	BECC Cash Rewards
NV Energy	Bill pay	281.63	Monthly Electric Bill
PERS	Bill pay	2,993.20	PERS Monthly Payment
Payroll Taxes - Patriot Payroll	EFT	1,227.52	Payroll taxes (941, NV Unemployment)
		<u>\$17,620.05</u>	<u>(\$17,620.05)</u>
		Balance as of June 13, 2022	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>		Balance as of May 16, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	0.00		
TOTAL	<u>0.00</u>		0.00
		Balance as of June 13, 2022	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 6/13/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 06/16/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of June 13, 2022		516,705	
Additional Revenue Expected Through August 15, 2022		107,403	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022			624,108
LESS Average Monthly Expenses (\$30,000) x 2 Months		-60,000	
LESS: Capital Outlay FY21 Carryover (\$89,283 - \$48,248 = \$41,035);			
Capital Outlay FY22 (\$150,000-\$52,634-\$5,000* = \$92,366);			
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];			
SNC Chip Seal Contract \$226,400;			
Unexpected Repairs (\$5,000/mo x 2 months);			
Workers' Comp \$1,800 (Aug); Ford F450 Engine Replacement \$15,000;			
Class E \$125,423-\$119,692+\$15,000-\$16,758-\$3,856=\$117		-386,718	
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022			-506,718
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022			117,390
Additional Revenue Expected Through AUGUST 15, 2022:			
From 2021/2022	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
320,000	320,000	Ad Valorem	July '22 thru Aug '22
567,000	540,000	CTX	45,000 x 2
38,000	38,000	LGTA	3,165 x 2
925,000	898,000		107,403
	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues	
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	16,697	303
Other (non Road Maint)	13,000	18,205	-5,205
	30,000	34,902	-4,902
Capital Outlay		48,248	A/P Acct Exps
Road Maintenance		3,712	P/R Acct Exps
TOTAL EXPENSES		86,862	86,862

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 6/13/22, Actual Revenue was LESS Than YTD Estimated By:

-\$937.55

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
July (2%)	6,400.00			
August	0.00			
	320,000.00	308,926.75	-11,073.25	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,087.67
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,006.84
at 06/13/22	45,000.00	47,024.50	2,024.50	-5,982.34
July	45,000.00			
August	45,000.00			
	540,000.00	444,017.66	-95,982.34	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
at 04/18/22	3,165.00	5,184.09	2,019.09	8,414.10
at 05/16/22	3,165.00	3,126.44	-38.56	8,375.54
at 06/13/22	3,165.00	4,507.50	1,342.50	9,718.04
July	3,165.00			
August	3,165.00			
	38,000.00	41,388.04	3,388.04	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G							
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM						
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5												
UP	Jackrabbit (N)	0.5												
UP	Lost Spring	1												
UP	Mid	0.3		D										
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G								
UP	Peak (N - S)	1.7												
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R						
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R						
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd							
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC								
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM							
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC								
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC								
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						
UP	Rebel Cause	1.2	G					G						

PVGID OPERATIONS MANAGER'S REPORT

Report Period 5/16/2022 to 6/12/2022

ATTACHMENT: 6/16/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Crazy Horse: Wilcox Ranch to Hay Cyn
2. Yellow Tail: Pioche to End
3. Chantry Flats
4. Curnow Canyon: Axe Handle to End of Maintenance
5. Space Test
6. Little Ironwood
7. Right Hand Canyon: End of pavement to near 3655 RHC
8. Amy South: Wilcox Ranch to Cambrai Lane
9. Range Land: Peak to Winnemucca

OTHER ROAD WORK:

1. Ironwood: Patch 14 tons cold mix from end of last year's chip seal to Amy in preparation for chip seal project
2. Amy: Transport kick broom and sweep in preparation for patching
3. Amy: Patch 4 tons cold mix from Ironwood to Sharrock in preparation for chip seal project
4. Right Hand Canyon: Patch 1.5 tons cold mix from end of pavement back to Whiskey Springs

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work

EQUIPMENT:

1. '88 Dump Truck: Transmission failed, take back to transmission shop for warranty repair
2. '05 Compactor: Radiator leaking, remove and take back to A1 Radiator for warranty repair work, re-install
3. '05 International Water Truck: Had metal debris from tank stuck in pump impeller, also some metal went through pump and stuck in water pod, removed all necessary pipes and rebuilt pod, also replaced the pipe ring gaskets. Flat tire right rear outer R&R. Truck died again, called American Truck repair out, they cleared all trouble codes and truck started and is running at this time
4. '03 770 Grader: Cut crown out of cutting edges

CAPITAL OUTLAY BUDGET ANALYSIS
 After June 16, 2022 Meeting
 Prepared By Cathy Glatthar and Shawn Kelly

	Purchases/ Sales	Balance
FY 2021 Capital Outlay Budget Carryover	\$89,283	
Remaining FY 2022 Capital Outlay Budget	\$92,366	
Balance of Capital Outlay Prior to June 2022		\$181,649
Less Water Truck Purchase in June 2022	-\$47,248	
Balance of Capital Outlay through 8/15/2022		\$134,401
Add estimated proceeds from the sale of the '05 International water truck	\$25,000	
Adjusted, estimated balance after sale of water truck		\$159,401
Estimated Cost for Semi and Pup Belly Dump Trailers	-\$35,000	
APPROVED at 6/16/2022 Meeting: Addition of a Bobtail Truck (Estimated cost)	-\$20,000	
Add estimated proceeds from the sale of the old belly dump trailer	\$10,000	
Estimated Cost for a Tack Pot	-\$15,000	
Balance of Capital Outlay Budget		\$99,401
2023 Capital Outlay budget becomes available	\$125,000	
Estimated Capital Outlay Budget beginning 9/15/2022		\$224,401
Maintenance Building (estimate)	-\$150,000	
Balance after estimated maintenance building costs deducted		\$74,401

CAPITAL OUTLAY BUDGET ANALYSIS
As of June 13, 2022
Prepared By Cathy Glatthar and Shawn Kelly

	Purchases/ Sales	Balance
FY 2021 Capital Outlay Budget Carryover	\$89,283	
Remaining FY 2022 Capital Outlay Budget	\$92,366	
Balance of Capital Outlay Prior to June 2022		\$181,649
Less Water Truck Purchase in June 2022	-\$47,248	
Balance of Capital Outlay through 8/15/2022		\$134,401
Add estimated proceeds from the sale of the '05 International water truck	\$25,000	
Adjusted, estimated balance after sale of water truck		\$159,401
Estimated Cost for Semi and Pup Belly Dump Trailers	-\$30,000	
Add estimated proceeds from the sale of the old belly dump trailer	\$10,000	
Estimated Cost for a Tack Pot	-\$15,000	
Balance of Capital Outlay Budget		\$114,401
For the September 15, 2022 meeting, FY 2023 Capital Outlay budget becomes available	\$125,000	
Estimated Capital Outlay Budget beginning 9/15/2022		\$239,401
Maintenance Building (estimate)	-\$150,000	
Balance after estimated maintenance building costs deducted		\$89,401

PVGID MINUTES JUNE 16, 2022
ATTACHMENT
Agenda Item 10 - Correspondence

Summary of Agency Review of Tentative Parcel Map Case # WTPM22-0012

Tuesday afternoon, June 14th, we received an email from Washoe County Planning with an Agency Review Memo for a Tentative Parcel Map for 5870 Whiskey Springs Road (Case # WTPM22-0012). The 40-acre parcel is in the Specific Plan Area and is being subdivided into four, 10-acre parcels. The parcel is located on the north side of Whiskey Springs Road between Broken Spur and Amy.

The deadline for the submittal of our conditions is July 5th. A letter has been prepared with the standard conditions for new access to PVGID-maintained roadways, as follows:

1. The private access easement that connects with Whiskey Springs Road, as depicted on the application map, shall be designed and constructed in accordance with the procedures outlined in the attached Resolution No. F19-R1, Amendment of Resolution No. F13-R2 - Procedure for Access to District Rights-of-Way. In the case of conflict with State or County regulations, the stricter regulation shall apply.
2. The only access to the four parcels created by this parcel map will be via the private access easement, as depicted on the application map. No other direct driveway or roadway connection with Whiskey Springs Road will be allowed.

This tentative parcel map case is tentatively scheduled to be heard by the Parcel Map Review Committee on August 11th.



REGULAR MEETING

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

Thursday, July 21, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, July 21, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Larry Johnson, and Don Otto (arrived at 6:04 p.m.). Trustee Dan Helton was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Louie Test, Legal Counsel (by phone from 6:05 to 6:14 p.m.).

2. **Public Comment:**

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

Trustee Dennis asked to have item 8.a. - Review of Proposal and Possible Retention of Patrick Mansfield for Legal Services - be heard at this time. Upon a motion made by Trustee Patterson, seconded by Trustee Johnson, and approved unanimously, item 8.a. was heard at this time (see below).

3. **Approval of Minutes - June 16, 2022:**

Trustee Dennis stated on page 3 there was a minor grammatical change, as follows:

From: *Trustee Dennis said there were places on Ironwood where water has gotten to the subgrade and caused the chip seal failures.*

To: *Trustee Dennis said there were places on Ironwood where water has gotten to the subgrade and caused ~~the~~ chip seal failures.*

Trustee Patterson made a motion to approve the minutes as amended. Trustee Johnson 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). The total cash in all accounts was \$503,069.13. Income for the month was Ad Valorem/Property Tax \$7,870.45, Consolidated Tax (CTX) \$44,361.00, and LGTA/Fair Share \$3,879.70.

Vickie reviewed several of the payments: 1) Granite Construction \$4,852.31 for cold patch for Ironwood and Amy Roads; 2) Sierra Rental & Transport \$5,000.00 for the transport of the 1998 water truck from Arizona; 3) Crosseyed Trucking \$11,000.00 for 1998 CPS belly dump (pup) and dolly; (4) McDiesel \$14,919.60 to replace the engine in the 2001 Ford F-450; and (5) net payroll \$15,473.38 which was above normal because we had five pay periods and we paid seasonal labor.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the report (see attached). She explained that there was one month left in this reporting period. She stated Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$8,534. She added that she did holdout the SNC amount budgeted for the chip seal project of \$226,400, and the actual bill has come in at \$900 less than budgeted. She said she held back \$100,000 for Class E. She explained that our revenues had been coming in right about even with what we had estimated for this year.

Trustee Dennis said we have been spending money to improve the roads; that Trustee Johnson has just finished the chip seal project and would report on that later.

c. Employee Health Insurance - Discuss Adding Dental and Vision Coverage:

Trustee Patterson stated he wanted to have a discussion on this matter. He said he had Cathy get him some quotes on dental and vision coverage to go with the health care insurance that we offer the employees. He said the cost he has for the two employees we have, for middle-of-the-road dental and vision plans, is approximately \$145 a month for the GID. He said he didn't have those plans in front of him right now, but those were the rough costs to the GID at 100% for the employees and 25% for dependents.

Trustee Johnson said he would like to see some detail on it, before he votes on it. He asked if this could be brought back next month?

Trustee Patterson said he would have some solid numbers for it next month and a plan layout.

Trustee Johnson said he thought it was an appropriate discussion to have, but he didn't know if the remaining Board wanted to consider it or not.

5. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis said at the last meeting a comment was made that the GID had the ability to improve the District's roads and not just maintain them as they are. He said he wanted to make sure that everybody understands that they are more than just maintaining the roads; they just spent \$226,000 in the last month to improve three main roads. He said he has had many discussions with Shawn about where we were going to improve with Class E. We're always forward looking and looking to improve roads. He said he and Shawn have been communicating about purchasing equipment, and Shawn would talk about that later. He said he had been looking at specifics with regards to updating the area plan and how that would possibly affect the GID and costs associated with making the whole system work and how we go about it.

Trustee Johnson said he wanted to discuss a couple of items that normally would be in the Road Committee-type arena, but since we're no longer having those meetings, he wanted to make a couple of suggestions, and give Shawn direction if the Board agreed with his comments. He explained there are specific areas in our road system - and he was going to point out just a couple of them, and people who live in other parts of the valley could add to this - there are a couple of spots in our road system that require repeated, additional maintenance. They are high traffic roads, and the

two instances he was going to mention are subjected to braking, turning, and acceleration movements where the stretch of road in between performs reasonably well. Corners such as Amy onto Wilcox and Amy onto Ironwood, washboard within a short period of time. He thought those two areas needed to be on a regular grading schedule to where those two points ... and again, he wanted to hear from the rest of the valley: are there other specific areas that get hammered and fall apart fast, that they need to grade, in his opinion, on a monthly basis. He said his direction to Shawn would be to grade those couple of sections on a very short term, particularly in the summertime when the soil is dry.

Shawn stated his proposal would be divert some of the Class E allocation from Wild Horse to those sections Trustee Johnson referred to. Shawn said we would add more Class E to those areas, and if you go to where they started at Morning Dove ...

Trustee Johnson interjected and said regardless of what Shawn puts on those sections, if Shawn does not regrade them monthly, the same thing happens.

Shawn asked if the bridge was holding up? Was the "S" turn on the big culvert holding up?

Trustee Johnson said yes, but that was a very gentle curve. On Amy, where you turn onto Ironwood, everybody's slamming on their brakes and when they go around the corner; you're talking oranges and apples.

Shawn said where they added more Class E on Wilcox Ranch from Morning Dove through the "S" curve (east of Quaking Aspen; aka "Charlie's curve") was holding up tremendously well. He explained if he took the Class E allocated to the .8 mile from Sharrock to Crossover on Wild Horse and used it on the Amy short intersection with Wilcox Ranch, tie in where he stopped before on Wilcox Ranch, and then apply mag-chloride, we would have a fantastic road again.

Trustee Johnson said but only for a short period of time. He told Shawn he's looked at this for 30 years.

Shawn said but you haven't done it with the Class E; it could be better and last.

Trustee Dennis said instead of arguing ...

Trustee Johnson said that's why he was saying "direction" rather than arguing.

Trustee Dennis said it sounded like arguing. He said there were cases where things came unraveled, and unfortunately, this particular month, with medical issues and lack of personnel, things have not been kept up to normal standards. He said he agreed with Trustee Johnson that areas of high-traffic volumes, in conjunction with starting and stopping and accelerating on a dirt road, can lead to a corduroy road very quickly unless it has mag-chloride, or is paved, or is chip sealed.

Trustee Johnson stated the mag-chloride will pothole within 30 days with those traffic movements.

Trustee Dennis said when he looked at and drove several roads, everything was dry and corduroyed. He said Shawn had indicated all the areas that Trustee Johnson had talked about in the last conversation he had with Shawn just this week. He said they just hadn't gotten to it. He apologized for not finding a way to get all of that work done; that was his responsibility.

Trustee Otto said he agreed with Trustee Johnson about those two places and there may be more out here that fall into that same category. He as far as arguing, conversation is great, but a lot of times we get heated up too quickly. The conversation should stay low-key, and we can get something accomplished. He said there are places out here that he was sure Shawn has seen over his years that fall into that category, and the grader needs to be out more often.

Trustee Dennis said in light of the issue of the road deteriorating rapidly, would it be wise to look at having Amy short Cape sealed at some point in time?

Trustee Johnson said if in future years you have adequate budget, yes. He explained that was his original plan when he started the Cape seal program back in 2011; to have Cape seal extending up Wilcox Ranch Road. He said we have had insufficient budget to do flood repairs and maintain existing Cape seal and grade roads; we just have insufficient budget to do it. He said his projections for the next few years were: we need to put additional chip seal on the remainder of Axe Handle and Whiskey Springs (from Amy to Right Hand Canyon) and that would consume next year's road improvement budget, with the exception of having some funds to do additional Class E on some roads. He said he thought after next year, 2023, we would have an interim year (2024) that it may not be necessary to do a chip-seal program; that we would have an additional quarter-of-a-million dollars to do something. He said it might be Board priority to do additional Cape seal up Amy and starting Wilcox Ranch, or it might be Class E or similar type products on a lot of roads around the valley.

Trustee Dennis said what he was seeing, Shawn was trying to do his best to use what tools we have - mag-chloride - to make that work. Right now we're definitely short on employee time to get more time on the roads, which is what Trustee Otto was saying. He said he was in a dilemma ...

Trustee Johnson interjected and said each section was only a few hundred feet.

Trustee Dennis said he would be looking for a recommendation from the Board with regards to those two locations being looked at and verifying they were in adequate shape on a monthly basis.

Gretchen Miller stated that the more the roads are improved, and the GID has done a terrific job on Amy, the faster people drive. The drivers peel around those corners and create the washboard. She said she agreed with the assessment of those corners, but the more they are improved, the faster people drive. It seems like the only way to eliminate it, is to put blacktop down; maybe public education would help.

Trustee Johnson said they have those big signs at the main entrances that state "Save your dirt roads"; public education does not do any good.

Trustee Dennis said Trustee Johnson has two road sections that he would like to see graded on a monthly basis and asked what the Board thought about this?

Trustee Otto said he agreed with Trustee Johnson and when they are doing the maintenance on those spots, there needs to be enough base, thickness wise, to work with, so you can turn it over and mix the rock back in and a lot of water and beat it good with the smooth drum compactor, and it will last a while; maybe you can make it six weeks.

Trustee Johnson said, "as needed."

Shawn said it's "as needed." He apologized and stated he's been out for two months of medical leave, and it is the typical summer - hot, dry, no rain. He said there was no excuse, except there was only so much he could do with the help that he had, so therefore, at this point in time, it all falls on him. He said he truly only wanted the best for these roads, and that's why he suggested adding even more material on that section of road. Again, they were still trying to determine the mag-chloride distribution on those roads so the road lasts longer between gradings.

Trustee Johnson said he agreed to the addition of material; that was a prudent move. Whether the mag-chloride will stand up under the turning motions ... we see potholes the length of Wilcox Ranch that have had mag-chloride applied. Mag-chloride helps, but it is not the answer. Those two locations have the same problem every summer. He agreed with Trustee Otto's comment that it was a very dynamic load there, and said it has to be regraded on a regular basis.

In response to Trustee Dennis' comment, Trustee Johnson explained you couldn't put out a Cape seal contract for just 500 feet; it would have to be rolled into a contract with sufficient quantities to make it cost effective.

There was some further discussion and Trustee Johnson stated he wanted those sections graded the week of August 1st.

Trustee Dennis said putting down the Class E has extended the time between gradings by months, such as Range Land that was done back in [February] and we haven't had to grade it since. He said these areas were difficult because of the high ADTs (average daily traffic).

After further discussion, Trustee Dennis said he would make sure those road segments were done.

b. Operations Manager's Report:

[Operations Manager's Report - Period 06/13/2022 to 07/17/2022 (see attached)]

Shawn was not present to make a report.

c. Road Improvement Projects - Strategic Planning, Implementation, and Funding:

i. Status of 2022 Seal Coats Program:

Trustee Dennis thanked Trustee Johnson for doing an outstanding job on this project.

Trustee Johnson stated the project was completed. He stated he had a file with all the construction documents, and he commended Sierra Nevada Construction (SNC) for doing top-notch work. He recommended full payment of SNC's invoice for the contract amount.

After some discussion, Trustee Patterson made a motion to authorize Trustee Johnson to have the payment(s) made on the 2022 Seal Coat contract. Trustee Otto seconded the motion, and hearing no opposition the motion passed.

Trustee Johnson said the only addition to that was the contractor typically orders slightly more quantities than the bid documents stipulate. He stated SNC had extra materials and he had them chip seal approximately 300 feet of Sharrock Road (west of Amy Road).

ii. Surfacing Roads with Aggregate Base:

Trustee Patterson said last month the Board allocated \$100,000 for putting material on roads that previously had material put on them. He said he would like to get a running log of where this material has been placed and the cost.

Cathy said she could provide such a list.

Trustee Dennis said we have a database now that shows how the use of Class E base has lengthened the time in between gradings; Range Land used to need grading every two weeks and now it's been [five] months and it still doesn't need to be regraded.

Trustee Dennis said the allocation made last month was for Wild Horse and Quaking Aspen. He explained that Shawn had indicated the exact spots that Trustee Johnson mentioned earlier (the intersections of Ironwood and Amy and Amy and Wilcox Ranch) where those sections needed a lot more base; that some of the Wild Horse allocation could be used on those intersections. Right now he had Board direction to put Class E base solely on Wild Horse and Quaking Aspen. He said he wanted the Board to allow him to make modifications in order to take care of those sections on Wilcox Ranch.

Trustee Johnson said we won't spend the \$100,000 before next month and by then we'll be into the new planning timeframe, so we can wait and talk about this next month.

In answer to Gretchen Miller's question, Trustee Dennis explained Wild Horse was covered previously, but it was a thin veneer and the road has a high clay content, so yes, it needs to be re-covered, and it does get a substantial amount of traffic.

Susan Ambrose asked what the status was on seeking compensation from the National Weather Service [NOAA] for the damage they did on Quaking Aspen?

Trustee Johnson said the GID did correspond with NOAA and we have had no response from them. We might consider having a letter sent to them from our attorney.

Trustee Dennis said it was two miles from Wilcox Ranch to O'Hara and we needed \$500,000 or more to build that road up so that it's substantial enough that NOAA and other users can drive their heavy equipment on it. He said he suggested that they try harder and go after substantial amounts of money, since NOAA was spending substantial amounts of money to repair Microwave Road. He explained he hadn't had the time to work on that matter.

Trustee Johnson said there are other [Virginia Peak Communications Site] users and they should be paying into a fund to maintain the road. He said he got some money after the 2017 flood [from Washoe County] for the damage they did to Quaking Aspen.

Trustee Otto said the lower part of Quaking Aspen from O'Hara down was horrendous, and there's lots of rock sticking through. He said you can't even grade it without popping out the rocks.

Trustee Dennis stated it needed to be covered with more material.

Trustee Otto said there's some base to work with.

iii. Other Possible Road Improvement Projects, including, but not limited to, Amy Road south of the Intersection with Ironwood Road, Broken Spur Road, and Right Hand Canyon Road:

Trustee Otto said these were projects that would require money we don't have until next month.

Trustee Johnson suggested we postpone this item until next month.

Trustee Dennis said he wanted to leave this item on the agenda for next month.

6. Old Business:

a. Current and Future Development Impacts and Funding Requirements, including, but not limited to, Area Plan Updates and the Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Dennis explained the Truckee Meadows Water Authority (TMWA) was doing a water storage feasibility study, and if the project was feasible and was implemented, much of the residential development in the specific plan area (SPA) would not take place.

Trustee Dennis explained if the TMWA project goes through, Washoe County planner, Eric Young, plans to greatly simplify the SPA area plan, and minimum lot sizes would be five acres (currently the zoning for SPA parcels not included in the TMWA project area). He said with that in mind, the question for the GID would be how would the roads within the SPA be maintained when the SPA essentially doesn't exist anymore on paper? He said the ADTs would increase as parcels are divided and who was going to pay for that?

Trustee Dennis said there are basically three revenue sources for the PVGID. The first one is the ad valorem tax which is property tax assessed on all property that uses GID roads. There are two additional revenue sources, Consolidated Tax (CTX) and LGTA (Fair Share) [both are primarily from sales taxes] and these two make up approximately two-thirds of our revenue. Therefore, he said we get one-third of the road improvement needs from ad valorem taxes. He said the question becomes if the SPA development takes place on the five-acre parcels, then there's an impact to our road system and what's the fair way to allocate costs? He said right now people subdivide without paying a dime to the GID, including the construction nuisance associated with the maintenance of the roads.

Trustee Dennis said he didn't have all the answers, but it appears to be somewhat complicated, in that, how do you make a fair assessment? He asked should we not, as part of the area plan, have some language for the GID that includes a waiver of protest to any special assessment district or additional assessments the GID would require for these additional, parceled lots? He said the SPA originally excluded the entire GID area with the Spine Road, a flood district, and everything that was going to be needed for the SPA. That was all going away, and how in the future do we develop this and how do we get Eric Young and Washoe County to write that into the SPA area plan?

Susan Ambrose stated the SPA area plan update was a work in progress, and there were some issues with the minimum zoning of five acres because of the "takings." The Palomino Farms owner, where the TMWA study is taking place, has stated that

if the TMWA project wasn't approved, he would move forward with the low density suburban (LDS) development of his 1,200 acres. There are a lot of unknowns.

Trustee Dennis reminded everyone that this discussion was specifically about how the area plan updates impact the PVGID, and the costs to the PVGID taxpayers.

Ms. Ambrose mentioned there was no representative from the PVGID present at the June 29th meeting with Eric Young.

Pam Roberts stated she was present at the June 29th meeting. She said Mr. Young asked her to take him on a tour of the SPA, which she did last week. They spent time looking at the roads and concerns about development and how that would impact roads. She said he seemed to be very sympathetic that the GID was doing the best they could with a limited amount of money. Obviously, if people build homes anywhere in Palomino Valley, including the SPA, they will be paying a certain percentage of their taxes to the GID. She stated that Mr. Young explained that if anyone divides a parcel into four or more lots, they will be subject to subdivision rules, which includes having to build a road to Washoe County standards to the next available asphalt road. She said the District Attorney's office has advised that the current zoning in the SPA cannot be changed because that would be considered a taking. However, they could possibly do something with the five-acre minimum parcel size because that's the minimum lot size for having a septic system.

Trustee Otto commented that when someone divides a forty acre parcel into smaller lots, the GID receives more money from those property owners than they received from the one, 40-acre-parcel owner. Yes, there is more traffic on the roads.

Trustee Dennis felt that the money received from the increased number of parcels was not enough to offset the increased costs to maintain the roads.

Gretchen Miller said the people in the SPA are not the ones driving roads where the destruction is occurring, such as at Wilcox Ranch and Amy. She said SPA property owners are paying more into the GID, and they are not driving most of the roads in the District.

Trustee Dennis said that was one of his comments, that this is a complicated issue in terms of how to allocate the costs.

Ms. Miller agreed that it is a complicated issue, but Trustee Dennis was way over simplifying it.

Trustee Dennis disagreed and said he wasn't over simplifying it, those were facts.

Ms. Miller said hers were facts, too. She said it might help if Trustee Dennis met with Eric Young.

Trustee Dennis said he has met with Eric Young about these issues and he got no resolution.

Trustee Johnson suggested we invite Mr. Young to a Board meeting in order to have a free and open discussion.

b. Solicit Allocation of Funding from Washoe County for Road Projects:

Trustee Patterson gave an update and said he was excited about the prospects. He said he had more correspondence and phone conversations with Dave Solaro (Assistant County Manager). He explained he was not given an amount, but Mr.

Solaro stated, “the PVGID will see relief.” Trustee Patterson said he would be meeting with the Washoe County grant coordinator, hopefully before the next Board meeting. He said the grant coordinator would be going over the application process.

Trustee Johnson said when Trustee Patterson gets to that point, they need to get together to go over construction costs, because some of the costs outlined in Trustee Patterson’s proposal letter (see attached) were low.

Trustee Patterson agreed and said he reached out to Cathy and she would be available to help with the application process.

Trustees Johnson and Dennis thanked Trustee Patterson for his efforts.

Trustee Patterson said in regards to the proposal letter and list of projects for the County, he wrote it, but Cathy made it look like someone educated wrote it.

7. New Business:

a. Proposal Grant Request to the Federal Highway Administration for the Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:

Trustee Johnson explained the grant period is open for Nevada this year. He explained the program is through the Federal Highway Administration (FHA) on a grant basis to improve roads that provide access to public land. He said Range Land Road was chosen because it is used to access the Moon Rocks recreation area.

Trustee Johnson explained that Quaking Aspen, Piute Creek, and Wilcox Ranch Roads begin and end on private property, and the GID’s maintenance ends well before the public land. He said these grants are administered by the Nevada Department of Transportation (NDOT). He explained the selection panel discussions center around public roads that provide access to public lands, and the argument the GID got from Washoe County when we approached the county for gas taxes, was that the PVGID doesn’t qualify as public roads because each property owns to the centerline of our roads, and our roads exist as access and utility easements; the PVGID does not own right-of-ways and that may preclude us from applying for the grant. He suggested that Trustee Patterson add Range Land Road to his list. He said he believed the FHA grant application was due in November. The funds from the grant (if awarded) would not be available until fiscal year 2024 (a year and a half off).

Trustee Johnson said he was off the Board in six months, and might not be the logical person to pursue this grant.

In response to Trustee Dennis’ question, Trustee Patterson said he would ask if the Washoe County grant writer could help the GID with this FHA grant.

Trustee Johnson said the other aspect of this is the GID can also apply to have the grant include construction design and construction management services; so, you could ask for a grant for a turn-key project. He stated he would get back in contact with NDOT and the FHA and see if there were any new requirements so he could give the Board an update at the next meeting.

b. Formation of a Resolution to Address Funding for Maintenance of the PVGID-maintained Roads Within the Specific Plan Area (SPA):

Trustee Dennis said he wanted to combine this item with item 7.c. He explained, as mentioned earlier in item 6.a., every time we have parcel maps created within the Specific Plan Area (SPA), there is no longer a mechanism in the SPA to keep existing PVGID payers whole because the Washoe County Commission did away with the homeowners' associations (HOAs), and any possible future assessment districts that were to pay for SPA roadway and maintenance needs. He said what we're left with is, how does the GID improve its financial condition for road improvements when parceling is taking place and the PVGID has no recourse to funds from the result of those parcels that take place (while still adding cost liabilities to the GID). Originally, the SPA was going to be completely independent of the GID for roadway access needs. That is not the case anymore, because the County is allowing the SPA to access the GID roads while still allowing parceling to take place to the benefit of those property owners who are parceling the land. He said it was an economic fairness issue with regards to the GID and what the County was allowing for parceling in the SPA.

Trustee Dennis then referred to the tentative parcel map (TPM) review handout (see attached for item 7.c.). He explained the last page contained three [conditions], as follows:

- 1. The private access easement that connects with Sharrock Road, as depicted on the application map, shall be designed and constructed in accordance with the procedures outlined in the attached Resolution No. F19-R1, Amendment of Resolution No. F13-R2 - Procedure for Access to District Rights-of-Way. In the case of conflict with State or County regulations, the stricter regulation shall apply.*
- 2. The only access to the three parcels created by this parcel map will be via the private access easement, as depicted on the application map. No other direct driveway or roadway connection with Sharrock Road will be allowed.*
- 3. The parcel map shall contain a waiver of protest for a roadway special assessment district or additional roadway maintenance fees assessed by the Palomino Valley General Improvement District.*

Trustee Dennis stated the first two conditions were standard GID requirements for a TPM. He stated he added number three because we have yet to have any government entity help the GID move forward on financial affairs. This item would put this square in the County's lap as a parcel requirement, if the County accepts it, for any new parcels that are developed within the SPA. He added that this requirement is neutral to anybody who already lives in the SPA; this has never been part of any action that the GID has taken so far. He read item three into the record (as shown above), and said this would allow a mechanism for the GID, to sometime in the future say, "you have developed all these five acre parcels and you get to help pay for it." He said he was sure that would not be the end of the discussion because everybody uses those roads. Therefore, on a pro-rata basis, it would probably be something different than just those people in that area having to pay. He said he thought it was a wise thing to begin to think about, and he thought it was a wise thing to put into this document so that the County is then put on notice that we need to do

something about it and if they come back with something else that makes more sense, then more power to the County. He said so far we have had zero response from the County for any financial help, yet, in his six years on the Board.

Carla Eigenauer said she agreed with Trustee Dennis and she thought parcels shouldn't be split up like this. She thought Mr. Mansfield could help us to get an additional assessment fee imposed on those property owners who are dividing their property.

Gretchen Miller said she believed there was huge growth in the valley; not just in the SPA, but all over. The traffic on Wilcox Ranch, Quaking Aspen, all over the place, has mushroomed tremendously.

Trustee Dennis said then the bigger problem is how do we pay for it when everything is developed out? You cannot put the average daily traffic that's projected in this area on these roads and have this system work.

Ms. Miller reiterated that Trustee Dennis was looking at the SPA people, and that was only a small portion of the valley, and Trustee Dennis was trying to fund the GID through the SPA.

Trustee Dennis said he wasn't saying that the SPA people had to pay for everything. That some kind of language had to go to the County where the County has to understand that the people in the SPA are allowed a preference to parcel land and with that comes some financial responsibility. The existing 40 acre parcels that are out there already, have to pay their dues and their share, and they do that, but the SPA is something special. It's an advantage that was given people to develop land, and it's something different than just the rural area out here on 40 acres.

Trustee Patterson said a conditional assessment was paramount in the area plan. That's because the damage to our roadways are from weather and construction. He said he lives in the SPA and he sees how the home building impacts the roads there. He said the finance plan the County pulled back on, was to pay for improvements in the SPA that never happened. Right now the GID is left with the current roads that have been accepted, and in his experience here, in six years, with the amount of growth around him and the SPA, he can honestly say that the construction in the SPA has had little or zero impact on the budget of the GID, other than the normal grading of the roads and maybe \$10,000 or \$15,000 of cold patch on Broken Spur and Sharrock. He thought they were trying to solve a problem that wasn't a problem. If somebody comes in and builds 50 homes and adds some roads in their little development, the GID isn't going to accept those roads; we're going to keep the roads we have now. Those new development roads will be private roads, just like the road he lives on.

Trustee Dennis said if you add 50 homes, you multiply that by four or five with the average daily traffic, and you've increased the traffic on the roads by 200 or 300 vehicles per day.

Trustee Patterson said he understood that, but the SPA is on compressed miles; we're not 10 miles off the highway.

Trustee Dennis said he was talking about the major roads that connect to the SPA.

Trustee Johnson said development never fully pays for infrastructure. He said subdivisions in town and in the County, for example, coming out Pyramid Highway,

not only are those developers required to build their interior street system to County standards, they are also required to pay for (at a certain level of lots) a new traffic signal at a cost of \$500,000. There may be some lane-widening requirements for commercial or industrial projects that have merging traffic. The counties and cities have ways of forcing those developers to pay for more than just improving their streets within the interior of those developments; they don't improve projects unless the developer pays into building the infrastructure. Unfortunately, when you put the amount of traffic from the 1,500 lots that are approved in the SPA onto our existing Whiskey Springs Road, the Cape seal won't hold up. Unless, somehow, those developers, one-by-one, are made to pay impact fees into the overall infrastructure development and maintenance of the valley, the rest of the residents end up paying. He said that's what he wants to avoid, and that's why he wants to have Eric Young from the County attend a Board meeting. He said we can have not only that discussion, but we can explore alternate methods of getting some additional impact fees, because we don't have approval or veto power over these developments; the County does and they practically leave us out of the process. We have the ability to throw in a couple of conditions to a parcel map, but after that, we're done. He said in the case of the SPA and the development that occurred along Broken Spur, the County did not even enforce their own conditions on that development, and we have been left holding the bag. If you will look at the list of roads that we were proposing to improve, for example, one of them was Broken Spur, and Broken Spur should have been improved by the developer. Broken Spur should have been raised at least a foot to provide proper drainage so the surrounding land doesn't drain onto the road. It's very poor subgrade soils, needs to be strengthened with granular material with a layer of aggregate base, and the original County plan was to pave it to County standards. None of that happened; the developer made his profit and is long gone. The residents are left holding the bag on this. We need to make sure this time around that doesn't happen; that we have sufficient safeguards in place to where we identify all of those potential impacts and somehow build a plan with the County to where this District gets those costs from developers.

Trustee Otto said he wanted to make a point that when these people build down here in these areas of the valley where they're parceling up 40 acres, these people aren't just driving from their home to Pyramid Highway. They go the other way also; they go all over these roads they use it for recreation, they head to all the roads he mentioned earlier to access BLM lands. You put in 1,500 homes down here and I guarantee you 150 to 200 of them will be going the other direction and not necessarily go to town.

Trustee Johnson reiterated the need to get Eric Young to one of these meetings and have a discussion. We'll have an opportunity to have our input, and hopefully we can structure a set of County regulations or ordinances that will address our needs.

Trustee Otto asked if our attorney can help with this?

Trustee Dennis said yes, our attorney can review the language he has requested to be put in; that Mr. Mansfield understands what his intent is. He stated the deadline for submission of our conditions for this parcel map review is soon, so it needs to be approved at tonight's meeting. He said what he has done is start the ball rolling; the County may refuse to do this, but with us putting this language in, the County has to pay attention to it. We begin to see whether the County going to back the GID or the

area out here. We need to put this condition in play and also have Eric Young here at a meeting where we can discuss these issues.

Trustee Otto referred to item two on the list of conditions, and said the word “existing” should be added before “private access easement” in the first sentence or else the property owner could create another private access easement.

Trustee Dennis explained the applicant can only add that one specific access easement.

Trustee Johnson questioned what private access easement that connects with Sharrock Road as depicted on the application map was being referred to, because Sharrock Road is the access easement?

Cathy explained it was the private access easement drawn in on the map from Sharrock Road to those three parcels was the only access we were saying they could have.

Trustee Johnson reviewed the map and identified the “33’ access and PUE easement granted per this map.” He said that answered his question and he thanked Cathy. He said he had to point out that if this was the City or the County, this applicant would be required to improve to the centerline of the roadway in front of their parcel.

Gretchen Miller asked then why don’t we make the applicant do that?

Trustee Johnson said we could. We could make the applicant chip seal, to the centerline, the length of his parcel.

Trustee Otto thought that was unreasonable.

Carla Eigenauer wanted to know if Mr. Mansfield thought the language could be stronger on the third [condition]?

Mr. Mansfield said he thought it was a good start and it would effectuate exactly what the GID wanted to put out there and see what’s going to happen and see where the County stands. As far as what Trustee Johnson stated for in front of the easement, the GID better prepare to get a lot of letters and a lot of attorneys if we’re going to head down that path.

Ms. Eigenauer said she was concerned about the water; that two more wells on this property would take more water.

Trustee Patterson stated water was not in the GID’s purview.

Gretchen Miller said they have seen the damage done to the roads by the contractors and we should be able to say that the contractor has to improve the road in front of the parcel and that they have to finish chip sealing the rest of Broken Spur and Sharrock, because those are their access points.

Trustee Dennis said he did not know, but he would consult legal counsel in the future.

Trustee Johnson said he had that discussion in the past with the County regarding the Murphy subdivision. Mr. Murphy was proposing to build a new road all the way from Grass Valley up to Ironwood until they figured out what it would cost them. We asked Mr. Murphy to pay for a Cape seal from that intersection all the way to the Pyramid Highway. However, the County refused to require that because the County

engineer said that would be a betterment for us. So the County watered down the condition to where if we wanted to collect money from the developer, we would have to do annual road condition surveys and prorate the developer's traffic with the rest of the traffic in the valley to calculate the impact of that development on our roadway; in other words, the County made it near impossible to do.

Pam Roberts said that was a lesson learned that she thought the Board needed to apply to this situation. She said her understanding was that this application was for a parcel on Sharrock that she believed was very close to the Broken Spur intersection. She said she had concerns about the language in the third condition, because all it does is say you're not going to get any money today, or next month, or even next year. She thought condition three should require the applicant to extend the Cape seal on Sharrock to the end of their property and post a bond to cover the cost of damage done to other GID roads they use to access Sharrock during construction.

Trustee Dennis said there were lots of different ways we could begin to approach this, and he was hoping to open up the door in a semi-polite way. He said he didn't disagree that if we could put a constraint on the developer to chip seal the rest of Sharrock Road, that would be nice, but he didn't know if we had that authority.

Trustee Patterson said he did like the idea, when Eric Young is here, to discuss adding a conditional bond on future parcels.

Trustee Dennis said it takes time to make all those kinds of things happen and we as a GID are limited with the people we have; all the Board members are unpaid. When you start talking about putting things together in a way that a government employee takes care of and looks over, all the things that the County does, versus what we do out here, is like night and day. He said right now he wanted to get some language in this TPM review that gets the ball rolling, and he was willing to try item three as written if the Board would allow him.

Trustee Patterson made a motion to have Trustee Dennis' letter of conditions for TPM Case #WTPM22-0009 (Sharrock Road) sent in as written. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

c. Agency Review of and Conditions of Approval for Tentative Parcel Map Case Number WTPM22-0009 - 1555 Sharrock Road - APN 077-140-03:

Combined with item 7.b. above.

8. Judicial/Government Affairs:

a. Review of Proposal and Possible Retention of Patrick Mansfield for Legal Services:

Note: This item was addressed earlier in the meeting after public comment.

Trustee Dennis stated we received a proposal from Patrick Mansfield to provide legal services (see attached); that Mr. Mansfield has been in attendance at several of our past meetings. He stated Mr. Mansfield's proposal was fair and his résumé was straight and to the point.

Trustee Johnson said Mr. Mansfield's proposal stated that he or his firm has represented quasi-municipal agencies and he asked Mr. Mansfield if he was at liberty to say what agencies?

Mr. Mansfield replied those agencies were a couple of water districts.

Trustee Johnson commented that Mr. Mansfield's fee structure was identical to that of Louie Test's. He said that was more than fair and generous of Mr. Mansfield because that was less than the going rate. He said Louie Test considered what he charged the PVGID his charitable contribution for the month. He said he was very pleased to see Mr. Mansfield hold the line on his fees.

Note: Louie Test called in at this time (6:05 p.m.).

Mr. Mansfield said he wanted to honor that same price.

Several Trustees expressed thanks and appreciation to Mr. Mansfield.

Trustee Johnson said he thought it has value to have legal counsel who lives in the valley, who drives our roads, and understands the issues.

Trustee Dennis asked when Mr. Mansfield would start?

Louie Test stated that Mr. Mansfield could start tonight if the Board wanted. He said he liked that Mr. Mansfield was keeping the same rates that he had been charging.

Pam Roberts wondered if Mr. Mansfield would have a conflict of interest because he resides in the District?

Mr. Mansfield stated that it was not a conflict of interest, because his role was different than one being on the Board. He said his role is legal representation for the GID. He said he had no authority in decision making.

Larry Chesney said he agreed that there was no conflict of interest; Mr. Mansfield's role was legal counsel.

Trustee Johnson asked Mr. Mansfield if any existing clients might be a possible conflict of interest; contractors we hire, such as Sierra Nevada Construction (SNC)?

Mr. Mansfield said he doesn't, and that he did not foresee that happening.

Trustee Dennis read into the record a public comment received from Jim Currivan (see attached).

Louie Test said he would still be around to help Mr. Mansfield with historical matters and that he wouldn't charge for those calls.

Trustee Johnson made a motion to accept the proposal for legal services submitted by Walther Law Offices, specifically Patrick Mansfield, to be retained as legal counsel to the PVGID Board of Trustees. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Mr. Mansfield was asked to take a seat at the table.

Note: Louie Test terminated the call at 6:14 p.m.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month's meeting will be on August 18, 2022.
- Vickie has the following items to handle:
 1. Pay the annual Warm Springs Valley Water Basin (water rights) administration fee. Which is due by the third Monday in August. The bill should be approximately \$27.00 this year.

2. The Indebtedness Report and Capital Improvement Plan are due by August 1st.
3. The proof of publication of the annual fiscal reports must be submitted to the Department of Taxation by August 15th, and Vickie has already handled this.

10. **Correspondence:** None

11. **Public Comment:**

- Trustee Dennis said he had two photos (see attached): one was of Right Hand Canyon, which has major problems because it's old asphalt and is falling apart, and the other picture was of Range Land Road after Shawn got through with putting the Class E base down and applying mag-chloride. He said that was back in [February] and it was still holding up like iron right now. He said the photos showed what could be done with Right Hand Canyon Road's old, deteriorating asphalt. It was a suggestion that he was hoping to have community input on.
- Steve Ajamian stated that Bacon Rind south of Axe Handle, like Range Land Road, was covered with Class E not that long ago, and it's starting to rut. He wondered if the GID understood why Bacon Rind hadn't held up as well?

Trustee Dennis said sometimes the veneers they put down are too thin. He said Trustee Otto has always suggested four inches of material be put down, but we didn't have the money. He explained that the Range Land Road project was actually to raise the road and they used the Class E base. The thickness of the base makes a difference in how long it lasts.

Trustee Johnson said he hasn't driven that section in a while, and stated, in the past, the worst portions of Bacon Rind south were at the split. Is that the case now and is it washboarding, is it potholing?

Mr. Ajamian said more probably potholing than washboarding, but there is a section that's south of the split where it's also washboarding pretty severely. He said the north section from the split to Axe Handle is not as bad as the south section.

Trustee Johnson said he would probably project, without seeing it, that for the south section the thickness of base was not sufficient to hold that roadway. He explained for the split itself, he had given Shawn direction to thicken that because it was just a sand pile and it rutted so bad.

Mr. Ajamian stated the west split (southbound) was a lot worse than the east split.

Trustee Johnson said at that point, it needs additional material.

In answer to Mr. Ajamian's question, Trustee Johnson replied that the GID does not get involved with Sky Canyon Road issues.

- Susan Ambrose thanked the Board for looking into alternative methods of funding to improve our roadways.

Mr. Ajamian seconded Ms. Ambrose's comment.

Trustee Dennis 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 Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 8:25 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF July 18, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of July 18, 2022 - Almost CD #5010	484,746.72
	Balance as of July 18, 2022 - A/P / General Ckg #4179	922.41
	Balance as of July 18, 2022 - Payroll #4430	17,000.00
	Balance as of July 18, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	503,069.13

<u>Wells Fargo - Almost CD #5010</u>	Balance as of June 13, 2022	498,615.96
Income for the Month		
Ad Valorem/Property Tax	7,870.45	
Consolidated Tax (CTX)	44,361.00	
LGTA/Fair Share	3,879.70	
Other Income	0.00	
TOTAL	56,111.15	
Interest Income	4.30	56,115.45
Transfer to Wells Fargo #4179	(19,000.00)	
Transfer to Wells Fargo #4430	(50,984.69)	(69,984.69)
	Balance as of July 18, 2022	484,746.72

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of June 13, 2022	688.94
Transfer from Wells Fargo #5010	19,000.00	
Interest Income	0.10	19,000.10

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9990	1,888.86	Secretarial Services \$1,125.00, Accounting/Financial Work \$460.00, Office Supplies \$13.10, Website Maintenance \$75.00, Website Hosting for 2 years \$215.76	
Employee-Management Relations Board (EMRB)	9991	6.00	Annual assessment per employee (2 x \$3.00)	
Flyers Energy	9992	5,007.09	Fuel	
Granite Construction Company	9993	4,852.31	Cold Patch 36.5 Tons @ \$129.00/ton + \$143.81 energy surcharge for Ironwood Road and Amy Road	
Hoffman & Test	9994	435.00	May 2022 Retainer and Travel	
Pyramid Business Services	9995	1,577.37	Monthly Bookkeeping and Payroll \$1,421.55, Office Supplies \$155.82	
Sierra Rental & Transport	9996	5,000.00	Transport of 1998 Water Truck from Phoenix, AZ auction site	
TOTAL		18,766.63		(18,766.63)
			Balance as of July 18, 2022	922.41

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF July 18, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of June 13, 2022	17,000.00
Transfer from Wells Fargo #5010	50,984.69		
Interest	0.08		50,984.77
Net Payroll	15,473.38	Net Payroll	
Crosseyed Trucking & Transport	5982 11,000.00	1998 CPS Belly Dump (Pup) and Dolly	
SK's BECC 7/3/2022 Stmt			
Waste Management	SK's CC 33.00	Monthly Waste Removal	
McDiesel	SK's CC 14,919.60	Replaced engine on 2001 Ford F-450	
LJ's BECC 7/3/2022 Stmt			
Alhambra	LJ's CC 12.25	Monthly Office Water	
Prominence	LJ's CC 2,819.16	Monthly Health Insurance	
Verizon	LJ's CC 34.47	Monthly Telephone Bill	
Motorola	LJ's CC 70.00	Monthly Two-way Radio Bill	
Alhambra	LJ's CC 12.25	Monthly Office Water	
NV Energy	Bill pay 199.33	Monthly Electric Bill	
PERS	Bill pay 4,181.71	PERS Monthly Payment	
Payroll Taxes - Patriot Payroll	EFT 2,229.62	Payroll taxes (941, NV Unemployment)	
	<u>\$50,984.77</u>		<u>(\$50,984.77)</u>
		Balance as of July 18, 2022	<u>17,000.00</u>

<u>Wells Fargo - Petty Cash</u>		Balance as of June 13, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	<u>AMOUNT</u>	<u>DESCRIPTION</u>	
	0.00		
TOTAL	<u>0.00</u>		0.00
		Balance as of July 18, 2022	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 7/18/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 07/21/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of July 18, 2022		503,069		
Additional Revenue Expected Through August 15, 2022		51,368		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022			554,437	
LESS Average Monthly Expenses (\$30,000) x 1 Month		-30,000		
LESS: Capital Outlay FY21 Carryover (\$89,283 - \$47,248 = \$42,035);				
Capital Outlay FY22 (\$150,000-\$52,634-\$11,920-\$5,000*=\$80,446);				
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];				
SNC Chip Seal Contract \$226,400;				
Unexpected Repairs (\$5,000/mo x 1 month);				
Workers' Comp \$2,022 (Aug);				
Class E: New Allocation 6/16/2022 Approx. \$100,000		-455,903		
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022			-545,903	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022			8,534	
Additional Revenue Expected Through AUGUST 15, 2022:				
From 2021/2022	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
320,000	320,000	Ad Valorem	Aug '22	3,203
567,000	540,000	CTX	45,000 x 1	45,000
38,000	38,000	LGTA	3,165 x 1	3,165
925,000	898,000			51,368
	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues		
MONTHLY EXPENSES:				
	Average	Actual	Difference	
Payroll	17,000	24,704	-7,704	
Other (non Road Maint)	13,000	9,276	3,724	
	30,000	33,979	-3,979	
Capital Outlay		30,920	A/P Acct Exps	18,767
Road Maintenance		4,852	P/R Acct Exps	50,985
TOTAL EXPENSES		69,751		69,751

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 7/18/22, Actual Revenue was LESS Than YTD Estimated By:

\$608.60

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
at 07/18/22 (2%)	6,400.00	7,870.45	1,470.45	-3,202.80
August	0.00			
	320,000.00	316,797.20	-3,202.80	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,087.67
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,006.84
at 06/13/22	45,000.00	47,024.50	2,024.50	-5,982.34
at 07/18/22	45,000.00	44,361.00	-639.00	-6,621.34
August	45,000.00			
	540,000.00	488,378.66	-51,621.34	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
at 04/18/22	3,165.00	5,184.09	2,019.09	8,414.10
at 05/16/22	3,165.00	3,126.44	-38.56	8,375.54
at 06/13/22	3,165.00	4,507.50	1,342.50	9,718.04
at 07/18/22	3,165.00	3,879.70	714.70	10,432.74
August	3,165.00			
	38,000.00	45,267.74	7,267.74	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prt					
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prt		G prt							
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G								
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prt					
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G								
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G								
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G					
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prt					
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM								
UP	Chantry Flats	1.1		D				G	G					
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6												
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G						
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G						
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G						
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G					
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prt					
UP	Grass Valley (Pyramid - Wayside)	2.6					G prt							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G					

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G							
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS					
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D										
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G			G					
UP	Peak (N - S)	1.7							G					
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R					
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd							
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC								
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM							
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC								
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC								
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						

PVGID OPERATIONS MANAGER'S REPORT
Report Period 6/13/2022 to 7/17/2022
ATTACHMENT: 7/21/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Peak: N-S
2. Peak: E-W
3. Lost Spring
4. Two Forty
5. Sharrock: Amy to Wild Horse
6. Grass Valley West: Pyramid to ¼ mile from end
7. Big Dog
8. Jackrabbit: North
9. Jackrabbit: South
10. Broken Spur: Whiskey Springs to Allium Ct
11. Twin Springs: Crossover to Cul-de-sac
12. Chantry Flats
13. Grass Valley: Whiskey Springs to Wayside

OTHER ROAD WORK:

1. Ironwood: Patch with 7 tons cold mix, Place striping markers in prep for chip seal
2. Amy & Ironwood intersection: Blade patch 24 tons cold mix in prep for chip seal
3. Whiskey Springs: Re-paint white lines from Pyramid to just past Broken Spur
4. Pull down some Class E at yard and mix with water to use for spot patching on Class E roads
5. Amy: Whiskey Springs south - spread 48 yards Class E

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly vehicle hours/mileage and well readings
8. Holiday
9. One employee out for medical leave

EQUIPMENT:

1. '03 770 Grader: Lube; R&R cutting edges; Remove one wheel off Final Pass (compactor wheels) due to bearing failure; Support frame weld cracked on Final Pass, re-weld; Spray dirt out of radiator as engine was getting hot; Replace glide shim on lower moldboard, bolts broke, had to drill and tap to reinstall
2. '02 Peterbilt Tractor: Take to Mustang, NV to check out belly pup for clearances. Later went back to pick up belly pup after purchased, and brought back to yard
3. '01 F450 Pickup: Take to McDiesel to have new engine installed
4. '05 Intl Water truck: R&R two more o-ring gaskets on water pipe plumbing; Air line to right air tank bad, repaired
5. '88 6.2 Mini-dump Pickup: Change oil and filter, and fuel filter
6. '98 Peterbilt water truck: Perform truck inspection
7. '05 IR Compactor: Bar for screen hold down broke, weld

Palomino **V**alley General Improvement District

9732 Pyramid Hwy #407, Sparks, NV 89441

June 30, 2022

Washoe County Manager's Office
Mr. Dave Solaro, Assistant County Manager
Via email: dsolaro@washoecounty.gov

Re: Allocation of American Rescue Plan Act (ARPA) funds to PVGID

Mr. Solaro,

The Palomino Valley General Improvement District's mission is the "operation, maintenance, and repair" of certain roadways in the District. These are considered private roads with public access. Currently, our GID maintains over 90 miles of roadway and approximately 25% of those miles have an asphalt surface (Cape seal/chip seal). The asphalt surfaced roads represent main arterials to Pyramid Highway that are heavily used surfaces, including roads in the Warm Springs Specific Plan Area (SPA). Asphalt-surfaced roads in our District create ease of access for our residents, first responders, and Washoe County School District buses. These roads provide a vital service that is important to the taxpayers in Palomino Valley.

Increasing development in Palomino Valley, especially in the SPA, over the last five years, the impact of economic challenges in Washoe County since 2020, and removal of the Financing Plan for developers from the Warm Springs Specific Plan by the Board of County Commissioners, are some of the factors that have put a strain on the resources available to the PVGID to properly maintain the roadways in the District. The greatest maintenance cost to the PVGID budget is the rehabilitation and resurfacing of the asphalt-surfaced miles in our District. The maintenance of the asphalt-surfaced roads includes edge paving, where needed, to reinforce the shoulder of the roadway, and an additional layer of Cape/chip seal on the surface of the roadway. This resurfacing and resealing of the PVGID's asphalt roadways will normally last 7-10 years. Due to the PVGID's budgetary limits, many of our road maintenance projects, discussed in our meeting minutes over the last two years, have been deferred. At this time, the PVGID is respectfully requesting allocation of ARPA funds from Washoe County to move forward with the following list of road projects:

Project 1 - Broken Spur/Sharrock (SPA)

Edge paving and chip seal coat on approximately 1.4 miles of currently asphalt-surfaced roadway.

Estimated Cost \$90,000

This 1.4 miles of road surface has seen deterioration over the last 5 years. The heavy weight and amount of vehicle movement needed to support the increase of development around the Broken Spur corridor has had a major impact on the roads throughout the SPA.

Project 2 - Right Hand Canyon

Cape seal coat on approximately 1.35 miles of currently asphalt-surfaced roadway.
Note: Extensive patching is required prior to Cape seal coat.

Estimated Cost \$108,000 + \$15,000 = \$123,000

The original asphalt surface, installed by Rocketdyne, shows severe deterioration and has been patched over decades. Requires a Cape seal coat to protect the surface and bring back to a serviceable life. The paved section of Right Hand Canyon intersects with the paved section of Whiskey Springs.

Project 3 - Broken Spur North (SPA)

Raise current level of roadway to correct drainage problems, install culvert piping at north end of Broken Spur at Whiskey Springs intersection, add Class E base to approximately 1.5 miles of road surface from Whiskey Springs south to Morgan Ranch Court.

Estimated Cost \$85,000

This section of roadway has seen extensive damage in the winters of 2017 and 2019, and any significant moisture causes flooding and limits safe access for the property owners.

Project 4 - Whiskey Springs

Chip seal coat on approximately 2.0 miles of currently asphalt-surfaced roadway from Amy to Right Hand Canyon.

Estimated Cost \$100,000

This section of roadway needs a layer of chip seal to extend the serviceable life of the road surface.

Project 5 - Axe Handle

Chip seal coat on approximately 2.5 miles of currently asphalt-surfaced roadway from Bacon Rind to Curnow Canyon.

Estimated Cost \$125,000

This section of roadway needs a layer of chip seal to extend the serviceable life of the road surface.

Please, do not hesitate to contact me for any additional information needed on these projects.

Appreciate your efforts on moving this proposal forward. Thank you.

Regards,

John Patterson
Vice President



PVGID MINUTES JULY 21, 2022
ATTACHMENT - Agenda Item 7.c.

Agency Review of and Conditions of Approval for Tentative Parcel Map
Case Number WTPM22-0009 - 1555 Sharrock Road - APN 077-140-03

Application Review Memorandum I

To: Reviewing Agencies
Subject: Review of Applications Submitted July 2022 – Memo I
From: Planning and Building Division Community Services Department

Agency Review Process

Each project application received through the Planning and Building Division is sent to applicable agencies for review and analysis. Each agency is responsible for providing comments and/or conditions for the applications to the Planning and Building Division. Relevant agency comments will be included in the staff report and agency conditions will be incorporated as Conditions of Approval.

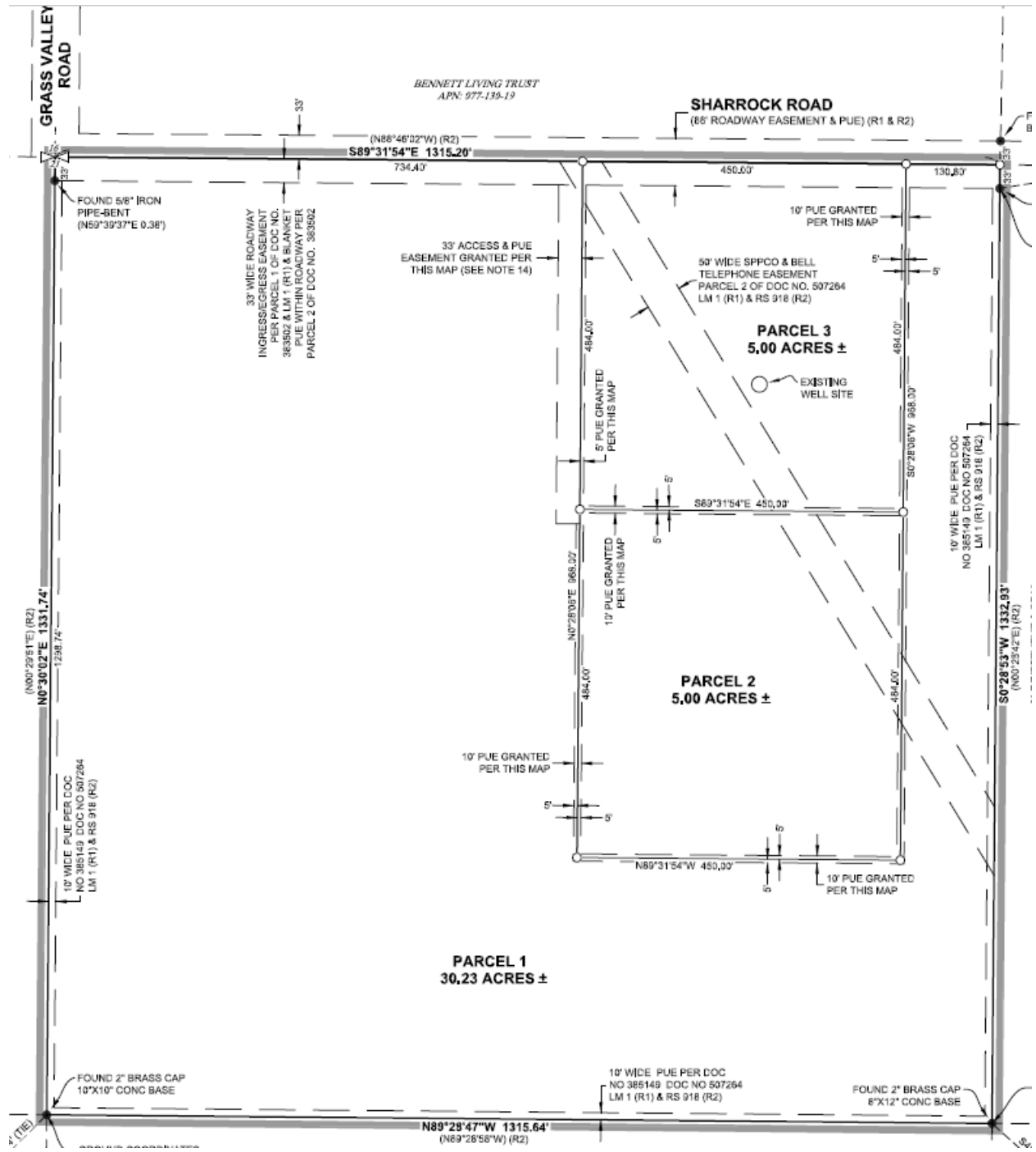
The following case is tentatively scheduled to be heard by
#4 – Parcel Map Review Committee – September 8, 2022
Agency Comments and Conditions Due –August 2, 2022

4. **Tentative Parcel Map Case Number WTPM22-0009 (Murphy)** - For hearing, discussion, and possible action to approve a tentative parcel map dividing a 40.23-acre parcel into 3 parcels, one 30.23-acre parcel and two 5 acre parcels.

- Applicant: Robert LaRiviere
- Property Owner: David & Joanna Murphy
- Location: 1555 Sharrock Rd.
- Assessor's Parcel Number(s): 077-140-03
- Parcel Size: 40.23 acres
- Master Plan Category: 62% Suburban Residential (SR) & 38% Rural (R)
- Regulatory Zone: 62% Low Density Suburban (LDS) & 38% General Rural (GR)
- Area Plan: Warm Springs
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Staff: Julee Olander, Planner Washoe County Community Services Department Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.gov

Tentative Parcel Map Case Number WTPM22-0009 (Murphy) - For hearing, discussion, and possible action to approve a tentative parcel map dividing a 40.23-acre parcel into 3 parcels, one 30.23-acre parcel and two 5 acre parcels.

Parcel Map:



Tentative Parcel Map Case Number WTPM22-0009 (Murphy) - For hearing, discussion, and possible action to approve a tentative parcel map dividing a 40.23-acre parcel into 3 parcels, one 30.23-acre parcel and two 5 acre parcels.

Possible conditions of approval:

The Palomino Valley General Improvement District (PVGID) imposes the following conditions of approval on the above referenced tentative parcel map case:

1. The private access easement that connects with Sharrock Road, as depicted on the application map, shall be designed and constructed in accordance with the procedures outlined in the attached Resolution No. F19-R1, Amendment of Resolution No. F13-R2 - Procedure for Access to District Rights-of-Way. In the case of conflict with State or County regulations, the stricter regulation shall apply.
2. The only access to the three parcels created by this parcel map will be via the private access easement, as depicted on the application map. No other direct driveway or roadway connection with Sharrock Road will be allowed.
3. The parcel map shall contain a waiver of protest for a roadway special assessment district or additional roadway maintenance fees assessed by the Palomino Valley General Improvement District.



WALTHER LAW OFFICES PLLC

15 West Main Street
Dayton, Nevada 89403

Phone: 775.246.7721
Fax: 775.246.7901

**RESPONSE TO THE REQUEST FOR PROPOSAL FOR LEGAL
SERVICES FOR
PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT**

July 6th, 2022

Submitted by:
WALTHER LAW OFFICES, PLLC
Patrick B. T. Mansfield, Attorney and Point of Contact
15 W. Main Street,
Dayton, Nevada 89403
Business Phone: (775) 246-7721
Email: patrick@waltherlawoffices.com



WALTHER LAW OFFICES PLLC

15 West Main Street
Dayton, Nevada 89403

Phone: 775.246.7721
Fax: 775.246.7901

July 5, 2022

Greg Dennis, President
Board of Trustees
Palomino Valley General Improvement District
RE: Proposal to Provide Legal Services to Palomino Valley General Improvement District

VIA Email: palvalgid@gmail.com

Dear Mr. Dennis,

Enclosed please find Walther Law Offices' response to the Request for Proposals for Legal Representation to Palomino Valley General Improvement District.

Walther Law Offices is based in Lyon County, Nevada with offices in Fernley, Dayton, and Yerington, and will be expanding into Reno within the year. The proposed lead attorney for this contract is Patrick B. T. Mansfield, partner, who lives in Reno, Nevada (Palomino Valley, specifically). Mr. Mansfield's contact information is:

Patrick B. T. Mansfield, Attorney and Point of Contact

15 W. Main Street,
Dayton, Nevada 89403
Business: (775) 246-7721
Email: patrick@waltherlawoffices.com

We greatly appreciate the opportunity to submit our response. We hope our personal interest in protecting PVGID along with our capable staff and legal expertise can assist you in the legal services you seek in this RFP. Please feel free to contact me if you have any follow up questions or if we can be of assistance in any way.

Sincerely,

Patrick B. T. Mansfield

FIRM PROFILE & ORGANIZATIONAL MISSION

Walther Law Offices represents business and individuals throughout all of Nevada. Walther Law is a general practice firm that represents clients on a wide variety of matters. The firm includes five practicing attorneys, and four support staff. Our website is www.waltherlawoffices.com.

Walther Law has the capacity to provide all the services demanded by PVGID. Walther Law has engaged and participated regularly in public meetings and has provided services to both private parties and public entities in relation thereto. The firm has provided representation for numerous businesses and companies that often work simultaneously with municipalities, and a few of the attorneys have directly represented municipalities and served on a board. Not only does Attorney Patrick Mansfield live in Palomino Valley, but because Walther Law Offices is a local firm with a carefully selected base of business clients, the firm is prepared to make the legal needs of Palomino Valley General Improvement District a top priority of the firm.

PROPOSED LEAD ATTORNEY

Patrick Mansfield is a fourth generation Nevadan that derived from the 102 Ranch located by Lockwood. Patrick moved to Spanish Springs in 1990 when he was four years old. After ranching jobs, college, and law school, in 2017, Patrick and his wife moved to Smith Valley, Nevada. Patrick obtained a job as a law clerk for a Third Judicial District Court Judge, and thereafter he began his legal career and community involvement.

After the judicial clerkship, Patrick was employed in a small firm that represented a broad range of clients including businesses, corporations, financial institutions, and individuals. There, he gained extensive legal knowledge in a variety of areas that propelled his legal career and provided a wonderful foundation that Patrick has only nourished and grown since. In the fall of 2020, Patrick moved to Palomino Valley, and thereafter began with Walther Law Offices where he successfully transferred his extensive knowledge and is now a partner in the firm. Patrick has represented and provided guidance for financial institutions, businesses- both small and large, quasi-municipal corporations, and individuals. Patrick frequently advises and represents clients in business litigation and business transactions, including the review and preparation of contracts, agreements, real property transactions, and the like. Patrick remains up to date on legislative policies that affect his clients' interests and advises of the same. Patrick is readily familiar with providing guidance on the Open Meeting Law and he and his firm welcomes the opportunity to provide legal assistance to PVGID in its mission to provide road maintenance in Palomino Valley.

ADDITIONAL ATTORNEYS

In addition to the lead attorney, the firm includes three attorneys, Mario Walther, Olga Walther and Kale Brock, with experience that will prove beneficial to PVGID. Mario Walther has served on numerous boards and largely provides representation on the issues of public policy, legislation, and business litigation and transactions. Olga Walther mainly represents clients in estate planning and probate and has a background as a civil Deputy District Attorney where she

worked on issues concerning Lyon County's water right disputes, easement and real property issues, and other land use and planning matters. Kale Brock just recently joined the firm and represents clients in a general fashion sense.

SCOPE OF WORK

Walther Law Offices is prepared to provide all services needed including:

- i. Provide guidance and advise on Nevada's Open Meeting Law, including monitoring PVGID's monthly meetings to ensure compliance; and
- ii. Provide legal advice, written legal opinions, and consultation on all matters affecting PVGID, Board of Trustees, and employees of PVGID and as requested by the PVGID's Board in accordance with such policies and procedures as may be established by PVGID from time to time; and
- iii. Be available for consultation with PVGID as needed on legal matters which are within their area of operation; and
- iv. Provide support and representation as deemed necessary by the Board.

FEE STRUCTURE

Patrick Mansfield's proposed retainer rate will be a flat fee of \$400/month, to include appearing for and providing input at the monthly meeting. For additional legal representation, Patrick's proposed rate is \$300/hour. The assistance of paralegals is billed at \$75/hour. Billing is done in 1/10s of an hour increment.

PVGID MINUTES JULY 21, 2022
ATTACHMENT - Agenda Item 8.a.
PUBLIC COMMENT

From: Jim Currivan

Wed, Jul 20, 2022 at 8:53 PM

Dear Board Members,

If I was a Trustee I would certainly vote for Mr. Mansfield. The Board may want to consider a 1-year hire to see how he fits in.

Best regards,

Jim Currivan

PVGID MINUTES JULY 21, 2022
ATTACHMENT - Agenda Item 11
PUBLIC COMMENT

From: Trustee Greg Dennis

Two Photos:



Right Hand Canyon Road
Old, deteriorating
pavement.



Range Land Road
Covered deteriorating
Cape seal with Class E
base and applied mag-
chloride.

REGULAR MEETING

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

Thursday, August 18, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, August 18, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, and Larry Johnson. Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); and Patrick Mansfield, Legal Counsel.

2. **Public Comment:**

Trustee Dennis stated he had some pictures of the damage done to Quaking Aspen Road by today's rainstorm. He thanked Shawn for having Chuck repair some of the damage to Quaking Aspen Road.

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

3. **Approval of Minutes - July 21, 2022:**

Trustee Patterson made a motion to approve the minutes as written. Trustee Johnson 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). The total cash in all accounts was \$274,283.15. Income for the month was Ad Valorem/Property Tax \$726.05, Consolidated Tax (CTX) \$45,378.72, and LGTA/Fair Share \$3,458.47.

Cathy reviewed several of the payments: 1) Sierra Nevada Construction \$225,492.00 for the 2022 Seal Coat Program, chip seal for sections of Ironwood, Amy, and Axe Handle Roads; 2) G&J Truck Sales \$17,500.00, capital outlay for the purchase of a 1996 Peterbilt 385 Bobtail Truck; 3) there were a number of payments for various parts for vehicle and equipment repairs; and (4) Public Agency Compensation Trust \$2,022.25 for the 4th quarter workers' comp insurance for fiscal year ending June 30, 2022.

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

b. **Estimated Operating Funds Report:**

Cathy Glatthar reviewed the report (see attached). She explained she had changed the ending date to August 31st, mainly because of when we receive our revenue. The first Ad Valorem/Property tax payment for the new fiscal year, which started on July 1st, is received around mid-September. Both the Consolidated Tax and LGTA/Fair Share payments are two months behind, so the first payments for the new

fiscal year are received in September (LGTA is mid-month and CTX is end-of-month). The Estimated Net Operating Funds for Road Improvements as of August 31, 2022 is \$39,785. At next month's meeting, this report will be for a new 12-month period from September 1, 2022 to August 31, 2023. Also, next month's report will reflect the new fiscal year's budget projections (July 1, 2022 - June 30, 2023).

In answer to Trustee Johnson's question, Cathy explained the nearly \$40,000 of estimated operating funds was after the hold back of the \$100,000 for Class E.

c. Employee Health Insurance - Discuss Adding Dental and Vision Coverage:

Trustee Patterson stated we have a new insurance broker and new quotes for dental and vision coverage just came in. He said Cathy put together a few scenarios (see attached) that show the total monthly cost to the GID for the employees at 100% and the dependents at 75% (identical to the medical insurance benefit percentages paid by the GID). One scenario was for dental and vision (\$170.08/month) and one was for just dental (\$154.79/month); with the difference being \$15.29 a month.

Trustee Johnson said with the difference only being \$15.29, he thought it made sense to consider the dental and vision package.

Trustee Dennis stated the dental and vision coverage cost to the GID would total just over \$2,040 annually.

Trustee Patterson said he brought this idea to the Board because he thought, in this environment, the District should have a benefits package that was welcoming if we had to add or replace employees in the future. He said this was pretty standard to have these benefits as part of a health plan.

Trustee Johnson said because we are a quasi-municipal agency, we fall more in line with public agency benefits packages than the private sector.

Pam Roberts said she supported adding the dental and vision package.

Phillip Hilton asked if the PVGID was part of the Washoe County health plan?

Trustee Dennis responded that we were not, and when we asked to be a part of Washoe County's health insurance coverage, the County refused to allow the GID to join.

Mr. Hilton said he was the president of the CGID for Storey County and their employees have PERS and he thought this GID should have a dental and vision package.

Susan Ambrose agreed with Ms. Roberts and Mr. Hilton.

Trustee Johnson said that he always appreciates it when our guys step up at the last hour of the last day of the work week to work overtime and go out to fix flash flood damage and make roads passable.

Trustee Johnson made a motion to approve the addition of dental and vision coverage to the health insurance benefits package at the same GID-paid percentages (100% employees and 75% dependents) as the medical insurance coverage. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

5. Road Reports:

Trustee Dennis explained the agenda sub-item “Road Reports” had been eliminated because our Operations Manager will discuss the status of the roads and comments could be made at that time regarding the roads.

Trustee Patterson said he wished all the Trustees were present to hear this. He said he thought the public would appreciate it, that if we want to talk about a road, let’s agendize it; whatever road it is, whatever the discussion might be, because that allows the public to go look at the road and it allows him as a Trustee to go look at the road before it’s discussed at a meeting. He said if it’s pertinent, put it on the agenda and it will get its due time.

Trustee Johnson said he did not think the discussion should be limited to agendized roads because things come up. He said he didn’t disagree with that, but the Trustees needed to do their job to make sure issues are properly agendized, and be sure we’re following open meeting laws.

Trustee Dennis said he thought being flexible was important. He thought we might need a policy drafted and have our attorney make sure we were handling the matter properly.

a. **Operations Manager's Report:**

[Operations Manager’s Report - Period 07/18/2022 to 08/14/2022 (see attached)]

- Shawn stated he would like the Board to allocate the funds, approximately \$19,000, to top off the mag-chloride tank after the crew uses up what’s currently in the tank.

Trustee Johnson said Shawn needed to bear in mind the timing; that mag-chloride was least desirable when used in the wintertime.

Shawn said he was aware and the mag-chloride could just sit in the tank if we ended up having a wet fall.

Trustee Dennis said Shawn’s been experimenting with application rates, and what Shawn put on Amy Road was great.

Shawn said they applied the mag-chloride on Amy at full strength because the school buses will start running next week.

Trustee Johnson said Shawn’s decision of where to apply a heavier dosage based on traffic, was absolutely proper.

Trustee Johnson made a motion to authorize the purchase of mag-chloride to top off the tank at approximately \$19,000. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

- Shawn explained we’ve had two flash flood events, today’s and one that happened about two weeks ago. The earlier event affected Right Hand Canyon Road and there were 12-inch to 2-foot rocks in the road. He explained he went in that Saturday morning and used the grader to fix that flood damage.
- Shawn explained they have been working hard on getting the roads back in shape and keeping up with road requests.

Trustee Johnson said the crew has done major catching up in these past three weeks and he commended them.

b. Surfacing Roads with Aggregate Base - Planning, Implementation, and Funding:

Trustee Dennis said Trustee Johnson had earlier mentioned where the previously allocated \$100,000 for Class E aggregate was going to Wilcox Ranch, Quaking Aspen, and Wild Horse Roads. He said there was no more money available at this time.

Shawn stated that next month he would report on how much of the \$100,000 remained, and discussion could be had about further allocation of funds.

Trustee Johnson added that we were heading towards winter and we needed to be sure the roads were winterized; crowning, ditching, shouldering, etc. It's good to get our grading and surfacing done now.

Trustee Johnson explained that when you have that volume of water from a flash flood, no normal road system/ditch system can handle it; repairs will be needed. He said it's nothing the crew did; it's that Mother Nature, every once in a while, makes us humble.

Shawn mentioned they did use the Vactor to clear several culverts after the earlier flash flood and now they have more to clear after today's flooding.

6. Old Business:

a. Current and Future Development Impacts and Funding Requirements, including, but not limited to, Area Plan Updates and the Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Patterson stated he had just read the July report on the TMWA feasibility study that's been completed. He said it looked like it was promising and moving ahead.

Trustee Johnson said he did not think a final decision had been made; they were still trying to decide if the natural nitrates in the ground water were a deal breaker as far as storing ground water in the Valley and pumping it back out for municipal purposes.

Pam Roberts said the area plan updates and the TMWA feasibility study were really two different things. The TMWA water project was independent of the area plan updates. This Board needs to look at the impact to the GID if the water project is approved, and what the impact to the GID is if the project is not approved. If not approved, the land owners have stated the housing development would be done. This Board needs to determine what the GID can do to ensure they are not left having to repair the roads that are damaged by developers.

In response to Trustee Dennis' comment about his pie chart from the last meeting and the fairness issue in regards to the Specific Plan Area, Ms. Roberts said the pie chart was a whole different thing because what people pay in taxes to the GID varies. She stated the owners of the newer homes in the SPA are paying more than she is paying because those homes sold for \$200,000 to \$300,000 more than her home. Taxes paid also varies between homes in the SPA and outside of the SPA. The new homes are going to bring a lot of money to the GID; but not enough to build new roads. If the homes are built close to the Pyramid Highway ... if the SPA had been developed as they originally thought - there was going to be a spine road - all the roads were going to be separate and apart from the GID. That didn't happen,

and everyone is paying into the GID; she said she is paying for roads that she'll never use; that's the reality of taxes. She said at every meeting they talk about Wilcox and Quaking Aspen, and they needed to talk about other roads. The GID serves everybody in the system.

Trustee Dennis explained the SPA was created separate and apart from the existing 40-acre parcels. That separation was because the SPA property owners were getting an advantage in being able to parcel their land - parceling was an economic benefit - while the remainder of the Warm Springs area was to remain 40-acre minimum parcels. Those SPA developers were going to pay impact fees and have homeowners associations to maintain and take care of their roads within the SPA. Once Washoe County eliminated the fees for the SPA developers, the liability looks like it falls to the GID with regards to maintaining the roads. He said we did not have to accept those roads, but the impact on the other roads with the increased average daily trips (ADTs) would be significant. How are we going to finance roads? The Cape seal on the roads would probably not be sufficient to handle the ADTs. How is the new area plan going to ensure we have a financial plan in place, through the County, that works for the benefit of the people and so the GID can maintain at least what we have or betterments. That's a difficult issue.

Trustee Dennis said he has asked to be on the Citizens Advisory Board's agenda next month to talk about the facts and a little bit of the history so everybody can get a perspective of what everybody else might feel about what is fair or what is not fair. He stated he didn't plan to say that's what he believes and that's what they all should do. He wanted people to have alternatives or ideas and put some force into getting the County to put something into the area plan that makes sense for all the residents out here.

Trustee Johnson said one of the important things to bring to the attention of the County in their planning process is the potential impacts on the District from future development. With the Specific Plan, there were some very large developers involved who were going to build water treatment plants, sewer plants, major arterial roads, and those roads would either be maintained by homeowners associations or dedicated to the County; the PVGID was removed from that obligation. Unfortunately, what is happening now is the parcel-map game, and those areas needed to be developed by subdivision maps which have requirements after "x" number of lots that streets be developed to County standards and dedicated to the County for maintenance. With the parcel maps, the GID gets stuck with the maintenance. State law states that after so many lots, you have to build roads to County standards. He stated he suggested at the last meeting that a County representative attend this meeting or we have some kind of meetings with the County and make those facts known to the County simply because, as stated in this item, it's the long-term funding mechanism that needs to be set up.

Trustee Dennis rhetorically asked if that needed to be put into the area plan?

Trustee Johnson agreed and said that was put into the Specific Plan, but the County didn't enforce it and previous GID Boards did not say that it was not working and now we have Broken Spur Road that needs major improvements and unless Trustee Patterson can get some grant money, those improvements to Broken Spur will be paid for by everybody else in the Valley. The people who live in the SPA pay for roads they don't use, just as Ms. Roberts stated earlier, but those developers make a

profit off of those lots and off of selling houses. Everywhere else in the County and the State, developers are required to either improve the roads or pay into a fund. The SPA had the provision to pay into a fund, but all of that fell apart and the roads did not get developed, and we could not allow that to happen again.

Trustee Johnson reiterated that we need to have a County Planner come to our meeting or, if it's more appropriate, have this same discussion at the CAB meeting.

Susan Ambrose asked if Cathy had sent a formal request to Eric Young to attend a GID meeting?

Trustee Dennis said he sent a formal request to Eric Young, and Mr. Young said he would not be able to make it to tonight's GID meeting. He explained that Mr. Young offered to discuss matters with him by phone, and they did have a discussion. He explained that everything Trustee Johnson had brought up and some of Trustee Patterson's issues have all been shared with Mr. Young. He stated that Mr. Young was unaware of many of the aspects of the finances and the tax structure of this GID. Mr. Young was very reticent about doing any financial planning. He said that was why he wanted to go to the CAB to begin informing the public and getting people to think about what should be done before the area plan update is complete this December; we need a methodology so that people who buy in the Valley and people who live in the Valley have some knowledge of the economics of what's going to happen.

Pam Roberts said in regards to the "fund" issue, when the County Commission was discussing getting rid of the financing plan for the SPA, she said she went to those meetings and opposed getting rid of the financing plan because the Commission did not have a replacement plan. She said what might be appropriate is for the Board to go to the Commission and explain that when the County took away the financing plan, they did not replace it with anything, and the GID was being left with this. That replacement plan could be some kind of requirement that if someone builds within the SPA, they have to pay an additional impact fee to the GID and then it's the developer who pays. The person who buys from the builder shouldn't have to pay anything above what the rest of the property owners pay.

Trustee Dennis said there are many ways to put all of this together and that's why he believed he needed to go to the CAB and start talking to them and asking for their guidance and the County's guidance.

Susan Ambrose said as the former chair of the CAB (now she's co-chair), the CAB acts in an advisory capacity, essentially a liaison between the community and the County. She said Eric Young has been out to the CAB meetings and has held several neighborhood meetings to update the community on the area plan updates. She explained Mr. Young was still doing data gathering and was looking out more to the end of the year for any final decisions on the area plan updates. She said it was critical to get the GID in front of the CAB because there were a lot of new people that were not aware of what our GID does and how to contact the GID.

Trustee Dennis said he has not been directed by the Board to pursue avenues with regards to specifics in the area plan in terms of financing or the like. He said he did put item 7.a. on the agenda because he didn't want the community to think the GID was trying to force alternatives on people without due process.

Ms. Ambrose stated the next CAB meeting was on September 14, 2022.

Trustee Patterson said he was in agreement with Trustee Johnson about having Eric Young attend the GID's September meeting.

Trustee Dennis said he would make another formal request to Mr. Young. He said he would have this matter (7.a. below) on the September agenda and have it as an action item.

In response to Ms. Ambrose's question, Trustee Dennis said he wanted to attend the September CAB and subsequent CAB meetings as this would be an ongoing process.

Trustee Dennis clarified that action could not be taken tonight to have him attend the CAB on behalf of the Board, but he could still attend the September CAB meeting and talk about the history of the area and what transpired with the specific plan and the impacts to the GID and the roads.

Trustee Johnson explained that Trustee Dennis could attend the CAB meeting and Trustee Dennis would state he is the President of the GID, but his testimony would be on his opinions on his behalf and he was not representing the GID Board.

Trustee Dennis asked Cathy to post a Notice of Possible Quorum for the September 14th CAB meeting.

Trustee Dennis then asked to add agenda item 7.a. to this discussion at this time. He said it amounts to what we did last month with the tentative parcel map case, which was to add a condition of approval that if you are going to parcel land, you must sign a waiver of protest regarding special assessment districts or additional assessments by the GID or Washoe County. That's all part of what might get written into the specific area plan or the [Warm Springs] area plan; this is only one item. He said Washoe County allows parceling without any ability to finance the impacts that are a result of that parceling. He said to him, that was not fair to the rest of the community.

Ms. Roberts said she knew why Trustee Dennis wanted to do this. She said her concern was, whether they were in the SPA or outside the SPA, the person making the money was the person who's dividing the land. The person who buys the house from the spec builder is buying a new home and becoming a part of our community. So that's what bothered her about the way the "waiver" clause was written. The person who parceled the land and then sells it, isn't paying anything, but later, if a special assessment district or additional fees are imposed, the new owner, who didn't make the money off of parceling, would have to pay it and couldn't protest it.

Trustee Dennis said he didn't disagree; it was a "Catch 22", the County did away with impact fees. He said what he was trying to get across, was that the County needed to make some decisions on this community with regard to how we were going to maintain and keep our roads. He said the County also needed to think about this floodway; there's a large area out here that's a 100-year floodplain.

Trustee Johnson said in hindsight, he was not satisfied with conditions that were placed on the parcel map last month, and he stated, probably unclearly, that if we were in the city or the county and if you parceled a piece of land, you would be required to build half-street improvements to city or county standards. He said he wasn't suggesting we require building to city or county standards necessarily for every parcel map. However, the GID does have its own standards for roads that are

brought to us for [possible] acceptance [for maintenance]. He said he believed that we should be requiring anyone who does parceling adjacent to our roadways, to develop their frontage to our standards. He thought that should be a condition for all future parceling.

Trustee Dennis said as well as if you parcel 40 acres into eight parcels of 5 acres each, the GID standards for new parcels might not be appropriate for the increased average daily traffic that that many more new parcels create, and also the roadways that are associated with it. One of the things that may need to be done, and he didn't know if it will occur quickly, is an analysis of future roadway impacts and what roads need to be specifically upgraded so that there's a capital improvement plan for the build out of this area, including a needs assessment and a funding program that looks at how to do that.

Trustee Johnson said by state law or county ordinance, if greater than a certain number of lots are to be developed, he believed that number was five, that the roads serving such a development must be paved to county standards. The problem we have, is that we have developers circumventing the subdivision law, and we get stuck with the maintenance. He said that was why he wanted Mr. Young here. He wanted Mr. Young to be aware of the constraints of what his general plan was allowing.

Trustee Dennis said the discussion he had with Mr. Young was very specific to what we were talking about right now.

Shawn explained that [Brian] Murphy was being required to do flood mapping in order to go forward with his parcel division into 15 lots, so Mr. Murphy decided to only go with the first parcel map of only [four] lots.

Trustee Johnson said Mr. Murphy did that so he could circumvent the subdivision law.

Cathy stated that she believed the County recently made changes that no longer allow for serial parcel maps.

Trustee Dennis said we need to ask Mr. Young about that. He said this would be on the agenda for next month.

b. Report on Grant Request Application for Possible Allocation of American Rescue Plan Act (ARPA) Funds from Washoe County for Road Projects:

Trustee Dennis thanked Trustee Patterson for looking into getting this grant.

Trustee Patterson stated he had met with a number of Washoe County Manager's Office personnel involved with this grant process. He said an application would be submitted with three projects listed totaling \$250,000. The application should be brought before the Board of County Commissioners (BCC) on September 13th to vote to allocate the grant funding to the PVGID. He stated the application was still under review. He said this has been a team effort; Cathy helped him out with the budget worksheet for the application, and Trustee Johnson helped him out with getting refined numbers for the project work and Trustee Johnson also had the suggestion to have an outside contractor do the patching work on Right Hand Canyon. He reviewed what will be submitted and stated these were all estimates and we had to wait for the bids to come in:

- (1) A little under \$100,000 for edge paving and chip seal on 1.3 miles of Sharrock and Broken Spur pavement.

- (2) Approximately \$129,000 for asphalt patching and Cape seal for Right Hand Canyon.
- (3) Leftover funds, estimated at \$21,000, would partially fund the dirt work/drainage project on Broken Spur.

Trustee Patterson said moving forward, after the application has been reviewed [by the Washoe County Grants Administrator], he would refine and finish the application in order to have it submitted to the BCC for a vote at the September 13th BCC meeting. We will need to have an agenda item for next month's meeting to accept the grant and also have an item on the agenda to move forward with the bid and construction documents. He stated this grant is a go; when he started on this endeavor back in May, we were at zero, and now we're looking at getting \$250,000. He stated Washoe County received \$91 million in ARPA funds and must allocate that amount by 2024 and spend it by 2026. Once the bulk of this money (\$250,000) is spent, Trustee Patterson stated he would go back to the County Manager's Office and ask for additional ARPA grant funds for the PVGID. This is the beginning, and hopefully the County will go further with the grant funding for the PVGID.

In answer to Trustee Johnson's question, Trustee Patterson said the scope of the work probably could not be changed once the application was submitted.

Trustee Johnson explained that for Right Hand Canyon, the riding surface is so miserable that we were going to have a newly-surfaced, terrible-riding road rather than a broken-down-surfaced, terrible-riding road, because those products [Cape and chip seals] just mirror the existing surface. He stated if the Right Hand Canyon project could be modified, he would suggest instead of a Cape seal, to do two layers of micro-paving. He said it might give the Right Hand Canyon residents a better ride.

Trustee Patterson said he didn't think it would be a problem to make the modifications Trustee Johnson was suggesting.

In response to Trustee Dennis' comments about including project management costs as part of the grant budget, Trustee Johnson said he was available and willing to manage the project at no cost.

Trustee Patterson stated there were dates on the application that would not confine us when it came to spending the remaining funds on the Broken Spur dirt work project; that date will be October of 2023. He said he didn't want to put pressure on our crew and possibly force them to stop what they were doing to work on that project.

Trustee Johnson said we made an estimate of areas and quantities of patching on Right Hand Canyon and he was glad there was a bit of a buffer, because we might have to use it. He thanked Trustee Patterson.

Trustee Patterson explained that he had submitted our last project bid and construction document to the County for review, and the County will let us know if there are any changes needed to meet Federal subgrant requirements.

c. Report on Grant Request to the Federal Highway Administration for the Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:

Trustee Johnson said the Federal Highway Administration (FHA) contact person was no longer in that position and when he went online, there was conflicting information

from what he was told last year; that the western United States was not open for grant applications this year. He said he was trying to get in contact with Cole Mortensen with NDOT, but had not been able to reach him. He said he did not have much to report, except if this grant application was open, he would need help with this grant because he would not be around to administer the grant because he would be off the Board at the end of December.

Trustees Dennis said someone would take it over.

Trustee Patterson said he did ask Gabrielle Enfield, Washoe County grants administrator, about getting assistance from the County with grants and Ms. Enfield said the County was moving to do that for the GIDs because we all serve the same people. He said he mentioned this FHA grant and Ms. Enfield encouraged him to reach out to her if we needed help with that grant. He said if Trustee Johnson got information to him, he would look into it. He said he thought that FHA grant opened in October, but he didn't know about the western states.

Trustee Johnson said the other thing that may be necessary was to install a traffic counter to compare recreational vehicle traffic to everyday commute traffic, which is probably best done over the Labor Day weekend. He said he normally borrows traffic counters from Washoe County, but he would be gone over the Labor Day weekend.

Shawn said if Trustee Johnson got the equipment to him, he would set it up.

7. New Business:

a. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):

Combined with item 6.a. above.

8. Judicial/Government Affairs:

Mr. Mansfield stated he had nothing to report.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month's meeting will be on September 15, 2022.
- Vickie and Cathy were putting together the files and reports for the annual audit. The auditor would be starting the audit on August 29th.

10. Correspondence: None

11. Public Comment:

- Phillip Hilton said there was a lot of debris under the Amy Road bridge and he asked if the GID had a plan in place to remove that debris on a regular basis? He explained the reason he was asking was that we had those two flash floods and today it washed everything out from underneath the bridge and took his fence out.

Shawn said technically that was an Army Corps of Engineers issue because of it being a waterway. After the 2017 flood, because the water crested and went over the road, we did have a contractor go in and clear the channel to mitigate further damage to the roadway surface.

Mr. Hilton wanted to know if the tumbleweeds could be removed as part of the regular cleaning schedule?

Shawn stated we don't take care of weeds.

Trustee Dennis agreed.

Shawn said it's a bridge, not a culvert.

Shawn said in regards to culverts, including driveway culverts, it would help if people see tumbleweeds or sage or other vegetation in front of a culvert, if they would remove them; it would help everyone out because it just takes one or two plants or weeds to plug a culvert.

Trustee Dennis reiterated that the GID has made it clear, by resolution, that we don't do weeds.

Mr. Mansfield interrupted and said if they wanted to discuss this further, it needed to be agendized.

Trustee Dennis 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 said he obtained a list of the 20-some Virginia Peak communications site users and asked to have an agenda item to have a letter written regarding a maintenance agreement.
- Trustee Dennis said as discussed under items 6.a. and 7.a., he wanted an agenda item to authorize him to attend the CAB meetings and represent the GID and promote the will of the GID Board in regards to the area plan.
- Mr. Mansfield asked what has been the history of this Board regarding agendizing discussion of specific roads that are brought up under public comment?

Trustee Dennis said anyone can make public comment on a road under the Operations Manager's Report agenda item. If there are questions about maintenance of a road or other issues, it can be discussed at that time. Also, the Board members can give the manager direction with regards to the specifics of road maintenance.

Mr. Mansfield said he thought the latter was inferred in that. He said his suggestion would be to make the Operations Manager's Report less vague to the public; that this is the place the public can make public comment on roads; specifically have a road discussion item.

Trustee Dennis said he had the idea and he and Cathy would come up with something for the next agenda.

Trustee Johnson said including road-specific comments.

Pam Roberts said she suggested a different letter under Road Reports so that the public understands this is where they can make a comment about a specific road or a road they travelled on. She said "Operations Manager's Report" doesn't say anything about roads.

- ## **13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:45 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF August 13, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of August 13, 2022 - Almost CD #5010	253,092.12
	Balance as of August 13, 2022 - A/P / General Ckg #4179	791.03
	Balance as of August 13, 2022 - Payroll #4430	20,000.00
	Balance as of August 13, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	274,283.15

<u>Wells Fargo - Almost CD #5010</u>	Balance as of July 18, 2022	484,746.72
Income for the Month		
Ad Valorem/Property Tax	726.05	
Consolidated Tax (CTX)	45,378.72	
LGTA/Fair Share	3,458.47	
Other Income	0.00	
TOTAL	49,563.24	
Interest Income	4.34	49,567.58
Transfer to Wells Fargo #4179	(236,500.00)	
Transfer to Wells Fargo #4430	(44,722.18)	(281,222.18)
	Balance as of August 13, 2022	253,092.12

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of July 18, 2022	922.41
Transfer from Wells Fargo #5010	236,500.00	
Interest Income	0.05	236,500.05

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9997	3,370.09	Secretarial \$2,182.50, Accounting/Financial \$1,060.00, Office Supplies \$22.43, Public Relations \$105.16	
Flyers Energy	9998	2,177.77	Fuel	
Hoffman & Test	9999	525.00	June Retainer & Travel \$435.00, Excess work \$90.00	
Pyramid Business Services	10000	1,619.83	Monthly Bookkeeping and Payroll \$1,455.00, Office Supplies \$164.83	
Sierra Nevada Construction	10001	225,492.00	2022 Seal Coat Program (Chip Seal) for Sections of Ironwood Rd, Amy Rd, and Axe Handle Rd	
United Healthcare	10002	3,446.74	Monthly Health Insurance (September 2022)	
TOTAL		236,631.43		(236,631.43)
			Balance as of August 13, 2022	791.03

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF August 13, 2022

<u>Wells Fargo - Payroll #4430</u>			Balance as of July 18, 2022	17,000.00
Transfer from Wells Fargo #5010		44,722.18		
Interest		0.10		44,722.28
<hr/>				
Net Payroll		10,120.60	Net Payroll	
Les Schwab		(108.00)	Refund	
G&J Truck Sales	5983	17,500.00	Capital Outlay - 1996 Peterbilt 385 Bobtail Truck	
Costco	debit	60.00	Annual Membership	
Costco	debit	168.95	Office Supplies	
Heather Kelly	5985	275.00	Casual Labor on 7/25/22 - 11-hour trip to Madera, CA to pick up Bobtail Truck	
Washoe County Treasurer	5986	27.48	Annual Water Rights Administration Fee	
SK's BECC 8/3/2022 Stmt				
Waste Management	SK's CC	33.00	Monthly Waste Removal	
Ebay	SK's CC	74.93	Parts for 1998 Peterbilt Water Truck	
Peterbilt Truck Parts & Equip	SK's CC	140.39	Parts for 2002 Peterbilt 379 \$67.84, 1998 Belly Dump Pup \$36.66, Operating Supplies \$19.99, Equipment Maintenance \$15.90	
Silver State International	SK's CC	1,776.47	Parts for 2005 Intl Water Truck \$861.94, 1998 Peterbilt Water Truck \$588.28, 2002 Peterbilt 379 \$299.97, Shop \$26.28	
DMV	LJ's CC	74.50	Title & Registration for 1998 CPS Belly Pup & Dolly, 1998 Peterbilt 377 Water Truck,	
Peterbilt Truck Parts & Equip	SK's CC	2,040.60	Parts for 1998 Peterbilt Water Truck \$2,019.78, 2002 Peterbilt 379 \$20.82	
Peterbilt Truck Parts & Equip	SK's CC	527.27	1998 Peterbilt Water Truck parts	
SK's BECC 9/3/2022 Stmt				
Silver State International	SK's CC	(623.45)	Returned parts for 2005 Intl Water Truck	
LJ's BECC 8/3/2022 Stmt				
Motorola	LJ's CC	70.00	Monthly Two-way Radio Bill	
Prominence	LJ's CC	2,734.74	Monthly Health Insurance (August 2022)	
LJ's BECC 9/3/2022 Stmt				
Alhambra	LJ's CC	12.25	Monthly Office Water	
Verizon	LJ's CC	34.60	Monthly Telephone Bill	
NV Energy	Bill pay	205.51	Monthly Electric Bill	
Public Agency Compensation Trust	EFT	2,022.25	Workers' Comp Qtr4 FY 2021 - 2022	
PERS	Bill pay	3,433.41	PERS Monthly Payment	
Payroll Taxes - Patriot Payroll	EFT	1,121.78	Payroll taxes (941, NV Unemployment)	
		<u>\$41,722.28</u>		<u>(\$41,722.28)</u>
			Balance as of August 13, 2022	<u>20,000.00</u>

<u>Wells Fargo - Petty Cash</u>			Balance as of July 18, 2022	400.00
Deposit		<u>0.00</u>		
		0.00		0.00
<hr/>				
	AMOUNT		DESCRIPTION	
	<u>0.00</u>			
TOTAL	<u>0.00</u>			0.00
			Balance as of August 13, 2022	<u>400.00</u>

Reviewed by Cathy Glatthar, Assistant to the Board: *CAG* 8/13/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 08/18/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of August 13, 2022		274,283		
Additional Revenue Expected Through August 31, 2022		48,165		
ESTIMATED OPERATING FUNDS THROUGH August 31, 2022			322,448	
LESS Average Monthly Expenses (\$30,000) x 0.5 Months		-15,000		
LESS:				
Balance of FY21 Carryover & FY22 Capital Outlay Budget (\$105,163*);				
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];				
Unexpected Repairs (\$5,000 x 0.5 months)				
Class E: New Allocation 6/16/2022 \$100,000		-207,663		
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2022			-282,663	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2022			39,785	
Additional Revenue Expected Through AUGUST 31, 2022:				
From 2021/2022	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
320,000	320,000	Ad Valorem		0
567,000	540,000	CTX	45,000 x 1	45,000
38,000	37,980	LGTA	3,165 x 1	3,165
925,000	897,980			48,165
	-27,020	Difference between Budget and Estimated Operating Funds Report Projected Revenues		
MONTHLY EXPENSES:				
	Average	Actual	Difference	
Payroll	17,000	23,155	-6,155	
Other (non Road Maint)	13,000	12,207	793	
	30,000	35,362	-5,362	
Capital Outlay		17,500	A/P Acct Exps	236,631
Road Maintenance		225,492	P/R Acct Exps	41,722
TOTAL EXPENSES		278,354		278,354

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 8/13/22, Actual Revenue was LESS Than YTD Estimated By: **-\$1,910.90**

AD VALOREM (Normally received around the 10th of the month)

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
at 07/18/22 (2%)	6,400.00	7,870.45	1,470.45	-3,202.80
at 08/13/22	0.00	726.05	726.05	-2,476.75
	320,000.00	317,523.25	-2,476.75	

CTX (Normally received at the end of the month)

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	45,000.00	44,511.41	-488.59	-488.59
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,820.16
at 12/13/21	45,000.00	45,611.37	611.37	-1,208.79
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,536.37
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,515.65
at 03/14/22	45,000.00	49,106.81	4,106.81	-408.84
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,343.50
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,262.67
at 06/13/22	45,000.00	47,024.50	2,024.50	-6,238.17
at 07/18/22	45,000.00	44,361.00	-639.00	-6,877.17
at 08/13/22	45,000.00	45,378.72	378.72	-6,498.45
August	45,000.00			
	540,000.00	488,501.55	-51,498.45	

LGTA (Normally received mid-month)

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	3,165.00	6,023.97	2,858.97	2,858.97
at 11/15/21	3,165.00	0.00	-3,165.00	-306.03
at 12/13/21	3,165.00	3,658.38	493.38	187.35
at 01/17/22	3,165.00	4,850.80	1,685.80	1,873.15
at 02/14/22	3,165.00	3,480.61	315.61	2,188.76
at 03/14/22	3,165.00	3,709.34	544.34	2,733.10
at 04/18/22	3,165.00	5,184.09	2,019.09	4,752.19
at 05/16/22	3,165.00	3,126.44	-38.56	4,713.63
at 06/13/22	3,165.00	4,507.50	1,342.50	6,056.13
at 07/18/22	3,165.00	3,879.70	714.70	6,770.83
at 08/13/22	3,165.00	3,458.47	293.47	7,064.30
August	3,165.00			
	37,980.00	41,879.30	3,899.30	

August 2022 Dental and Vision Plans From Humana
 Cost Breakdown Per Month
 [Prepared by Cathy Glatthar]

DENTAL AND VISION (Dental rates decrease by 2% if we enroll in both dental and vision plans)

DENTAL			100%/75% 0/25%			
Humana Trad Preferred MAC	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$38.77		\$38.77	\$38.77		\$38.77
Employee	\$38.77		\$38.77	\$38.77		\$38.77
Deps		\$98.87	\$98.87	\$74.14	\$24.73	\$98.87
TOTALS	\$77.54	\$98.87	\$176.41	\$151.68	\$24.73	\$176.41

VISION			100%/75% 0/25%			
Humana Vision 130	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$5.27		\$5.27	\$5.27		\$5.27
Employee	\$5.27		\$5.27	\$5.27		\$5.27
Deps		\$10.46	\$10.46	\$7.86	\$2.60	\$10.46
TOTALS	\$10.54	\$10.46	\$21.00	\$18.40	\$2.60	\$21.00

TOTAL COST TO GID FOR DENTAL AND VISION COVERAGE \$170.08 \$27.33 \$197.41

DENTAL ONLY			100%/75% 0/25%			
Humana Trad Preferred MAC	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$39.56		\$39.56	\$39.56		\$39.56
Employee	\$39.56		\$39.56	\$39.56		\$39.56
Deps		\$100.89	\$100.89	\$75.67	\$25.22	\$100.89
TOTALS	\$79.12	\$100.89	\$180.01	\$154.79	\$25.22	\$180.01

TOTAL COST TO GID IF NO VISION PLAN IS SELECTED \$154.79

TOTAL COST TO GID FOR DENTAL AND VISION COVERAGE \$170.08
TOTAL COST TO GID IF NO VISION PLAN IS SELECTED \$154.79
DIFFERENCE \$15.29

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prt	G				
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prt		G prt			RGMC prt				
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G								
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prt	CC(1)				
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R				
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G								
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G					
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prt					
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM								
UP	Chantry Flats	1.1		D				G	G					
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6												
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G						
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G						
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G						
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G					
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prt					
UP	Grass Valley (Pyramid - Wayside)	2.6					G prt							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G					

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G				
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D										
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G			G					
UP	Peak (N - S)	1.7							G					
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G				
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						

PVGID OPERATIONS MANAGER'S REPORT

Report Period 7/18/2022 to 8/14/2022

ATTACHMENT: 8/18/2022 Meeting Agenda Item 5.a.

ROADS GRADED AND/OR COMPACTED:

1. Wilcox Ranch: Goodher to Mid
2. Amy: Whiskey Springs to James Ranch
3. Amy @ Ironwood intersection: 300 feet south
4. Amy @ Wilcox Ranch intersection: 300 feet before Wilcox Ranch and 300 feet after
5. Range Land: Pyramid Hwy to Cattle Guard
6. Range Land: Grey Van to Peak
7. Grey Van
8. Rebel Cause
9. Quaking Aspen: Prep for Class E trucks

OTHER ROAD WORK:

1. Ironwood: Stripe new Chip seal
2. Right Hand Cyn: Flash Flood Event - Graded to make road drivable. Used Kickbroom to clean paved section
3. Whiskey Springs Upper: Flash Flood Event - Lots of debris, cleaned road using Kickbroom
4. Twin Springs: Flash Flood Event - Concrete spillway: Remove 10 yards of debris; Upper culvert filled with debris and washed out road, Used backhoe to clean and repair roadway, pulled 15 yards of debris from in front of culvert, used Vactor to clean 4 yards of debris out of 35' of culvert
5. Wilcox Ranch Hill: Applied Mag-Chloride
6. Amy: Whiskey Springs to James Ranch, Applied Mag-Chloride
7. Amy @ Ironwood intersection: 300 feet south. Applied Mag-Chloride
8. Amy @ Wilcox Ranch intersection - 300 feet before Wilcox Ranch and 300 feet after: Applied Mag-Chloride
9. Range Land: Cattle Guard to Peak, Applied Mag-Chloride
10. Wild Horse and Sharrock: Used Vactor to Clean 100' of culvert
11. Axe Handle Rd: Near 5605, Used Vactor to Clean 35' of culvert

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings
8. One Employee on Vacation

EQUIPMENT:

1. 05 Int Water Truck: Passenger side plastic door handle broke off, R&R; Tank leaking, welded
2. 93 Kick Broom: Service A/C
3. 05 772 Grader: Lube
4. 03 770 Grader: Lube
5. 02 Pete semi: Batteries bad, R&R
6. 98 Pete Water truck: R&R Tach and Speedometer; Short in wiring for back up alarm, Traced problem and repair; rear differential Indicator lite inop, R&R sending unit; Upper radiator hose had a split, R&R

REGULAR MEETING

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

Thursday, September 15, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:02 p.m. Thursday, September 15, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, and Larry Johnson. Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Patrick Mansfield, Legal Counsel.

2. **Public Comment:**

Jim Currivan, stated he was running for a Trustee position on the Board. He said he would appreciate the votes and said he would be at the meetings. He asked when they were going to get a building for our workers; what was the status?

Susan Ambrose said this wasn't a personal attack on any one individual, and read her comment into the record regarding lack of attendance by a Board Trustee (see attached).

Pam Roberts stated she went to the Board of County Commissioner's meeting and provided public comment on the application for ARPA funds that the GID made. She said she was very proud of Trustee Patterson and the work that he had done to get the grant. She said she spoke well of, on the most part, for this GID in terms of how this GID has to do so much with so little, and how they don't get paid a dime for what they do. She said President Dennis made a presentation at last night's CAB meeting and she felt overall it was a good presentation, but she had to take issue with a few things he said or presented, but that didn't mean she didn't support this Board and she thought the Board was doing a good job and thanked them.

Shawn Kelly said with this year's election coming up, he was concerned with some of the individuals on the ballot. He said another name on the ballot is Tom Baker and he said he has never seen Mr. Baker here, and wondered why somebody would want to be on the Board and never attend a meeting. If they don't come to meetings and learn how the Board works, they would come in and not know what's going on. To him, that just seemed kind of odd.

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

3. **Approval of Minutes - August 18, 2022:**

Trustee Dennis requested the following changes to the minutes:

- Page 5, first full paragraph

From: "Once Washoe County eliminated the fees for the SPA developers, the liability fell to the GID with regards to maintaining the roads."

To: "Once Washoe County eliminated the fees for the SPA developers, the liability looks like it falls to the GID with regards to maintaining the roads."

- Page 7, seventh paragraph, fourth sentence

From: "He said we allow parceling without any ability to finance the impacts that are a result of that parceling."

To: "He said Washoe County allows parceling without any ability to finance the impacts that are a result of that parceling."

- Page 8, first full paragraph

From: "Trustee Dennis said as well as if you parcel 40 acres into eight parcels of 5 acres each. The GID standards for new parcels might not be appropriate for the increased average daily traffic that that many more new parcels create, and also the roadways that are associated with it."

To: "Trustee Dennis said as well as if you parcel 40 acres into eight parcels of 5 acres each, the GID standards for new parcels might not be appropriate for the increased average daily traffic that that many more new parcels create, and also the roadways that are associated with it."

Trustee Patterson made a motion to approve the minutes as amended. Trustee Johnson 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). The total cash in all accounts was \$209,815.20. Income for the month was Consolidated Tax (CTX) \$47,065.45 and LGTA/Fair Share \$7,408.23.

Vickie reviewed several of the payments: 1) Eide Bailly \$7,128.00 for progress billing for the 6/30/2022 annual audit; 2) Sierra Rental & Transport \$37,457.93 for the transport of Class E material to Wilcox Ranch, Quaking Aspen, and Wild Horse Roads; 3) Western Nevada Materials \$26,977.29 and \$19,180.86 for the Class E material for the previously mentioned roads; and 4) Les Schwab \$1,284.61 for two tires for the flatbed equipment trailer.

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

b. Estimated Operating Funds Report:

Cathy Glatthar stated she had two reports (see attached). She explained the first report was for the 12-month reporting period ending report as of August 31, 2022. She stated this report shows the budget-to-actual for the revenue and then the figures she used for the Estimated Operating Funds report versus the actual revenue received.

Trustee Dennis said the projected revenue figures Cathy used for her report was only underestimated by \$4,378, which was pretty good estimating. Trustee Johnson agreed and said, "nice job."

Cathy then reviewed the second report. She explained this was the new report for the 12-month reporting period beginning September 1, 2022 and going to August 31, 2023. She stated the American Rescue Plan Act (ARPA) Subgrant revenue has been added in as a source of funding, and also set aside and reserved for the subgrant project from our road improvement funds. She explained she has increased the average monthly expenses from \$30,000 to \$35,000. She reviewed the other “holdbacks.” She said the Estimated Net Operating Funds for Road Improvements as of August 31, 2023 is \$400,218. She explained this was very early and based on estimated revenues and expenses.

Trustee Dennis thanked Cathy and said the report was very well done.

5. Road Reports:

a. Road Operations and Maintenance Reports:

[Operations Manager’s Report - Period 08/15/2022 to 09/11/2022 (see attached)]

- Shawn stated they placed Class E on three roads. Unfortunately, after they finished Quaking Aspen at 10:00 a.m. a flash flood came in at 3:00 p.m. and washed out much of what they had just put down. He said they had put down 2,763 tons initially, and after some clean up, they put down an additional 741.22 tons of material to repair the flood damage. He stated they put down material on Wild Horse and before that project was finished, the pit ran out of the Class E material. We may not have any Class E material for another three months. He said they will continue grading and next week he planned on grading the entire length of Wilcox Ranch Road. He stated they also cleaned up a lot of culverts.
- Shawn said as for the maintenance building, the last estimate he reported on was about \$35,000 and the representative recently gave him an updated figure of approximately \$39,000. He added it would take 14 to 16 weeks to get the building. In response to Trustee Dennis’ comment, Shawn stated he had begun looking into the building permit requirements.

Trustee Dennis stated he wanted to review the submissions beforehand.

Shawn agreed and said they would meet before anything was submitted.

Trustee Johnson suggested that Trustee Dennis take the lead on this project; get Shawn’s input, but Trustee Dennis should prepare the building permit application.

Cathy confirmed for Trustee Patterson that \$230,000 has been set aside for capital outlay, which includes the building.

- Trustee Dennis explained we bought a water truck several months ago, and it did not meet our expectations. He said he told Shawn to go ahead and sell it and look for another water truck; you win some and you lose some. He stated the water truck was currently in an auction that would take place on Wednesday, September 21, 2022.
- Pam Roberts said she was looking at the operations report and she knew that there was a request to have Broken Spur graded last month, and it still hadn’t happened, so she wanted to mention that.
- Ms. Roberts stated they have used the dirt portion of Amy [between Whiskey Springs and James Ranch], and when it was first done, it was incredible and

almost as hard and as good of a road as Whiskey Springs or Ironwood. As we all know, a lot of people use that road; everybody from Wilcox Ranch, Quaking Aspen, they don't turn down and go on Ironwood anymore, they take Amy. She said the Amy dirt section seems to be doing really well, but it has places where it's breaking through. She said she was wondering if the Board, at some point, was considering putting in chip seal or Cape seal, because it seems like that road gets a lot of traffic?

Trustee Dennis said at this point in time, the chip sealing with the roads we have, is about at the limit of our budget, and we cannot add any further Cape-sealed or chip-sealed roads.

Trustee Johnson clarified the traffic from Wilcox Ranch, Crazy Horse, Quaking Aspen, all of those roads, use Ironwood; rarely do you see anybody go straight at that intersection and use the remainder of Amy. Amy short [between Wilcox Ranch and Ironwood] gets hammered compared the remainder of Amy.

- Trustee Johnson stated the flash flood that happened about three weeks ago was an incredible event and it was so localized, it took a small gully just off the edge of his property that was no more than 300 feet long and rolled two-foot-diameter boulders down onto the roadway, making it impassable. He said he contacted the crew and they came up and within a couple of hours, they had the road back open again. He said everybody up there was extremely grateful to the crew; "thank you very much."

Trustee Dennis also thanked the crew.

b. Surfacing Roads with Aggregate Material - Planning, Implementation, and Funding:

Trustee Dennis reiterated, that as Shawn just stated, there is no material available.

6. Old Business:

a. Current and Future Development Impacts and Funding Requirements:

Guest: Eric Young, Senior Planner, Washoe County

Trustee Dennis explained that Mr. Young was not present because of personal issues.

- i. Warm Springs Area Plan and Warm Springs Specific Plan Updates; and**
- ii. Authorization for President Dennis to Represent the PVGID Regarding the Area Plan Updates and Any Follow Up Through the Warm Springs Citizens Advisory Board (CAB) Meetings and Communication With Washoe County for Purposes of Defining Future Fiscal Needs, Solutions and Mechanisms for PVGID Roadway Maintenance and Long Range Road Improvement Needs:**

Trustee Dennis stated he wanted to combine 6.a.i. and 6.a.ii. He said he had a power point presentation to show tonight which he had shown last night at the CAB meeting (see attached). He said we now have a nice projector that allows us to give such presentations. He said his presentation includes the floods, and as Shawn just discussed, we had put down 2,700 tons of material on a road, and because of flooding, we had to put down an additional 741 tons, plus the labor costs. He said he would like an analysis of the total cost for flood repairs, so we

could use that as one example for Washoe County. He continued reviewing his power point presentation. The last slide of his presentation listed some possible recommendations, as follows:

SOME POSSIBLE RECOMMENDATIONS FOR THE CAB TO CONSIDER

1. Integrate both planning, future possibilities of spa outcomes and engineered infrastructure needs into the upcoming area plan revisions
2. Proposed funding and fiscal analysis be implemented through an entire needs assessment (paid for by Washoe County)
3. Make all new buyers (everywhere) for lots or completed dwellings aware that no one can escape some future costs, please note all Washoe County donations are acceptable.
4. Have an outside representative from Washoe County independently analyze the who should pay alternatives to the needs assessment (financed by Washoe County).
5. Get our political arm(s) more involved and push for the commission to deal with this issue (fund outcomes?).
6. Integrate the outcomes into an amendment to the area plans and include in the area plan updates definitive place holder(s) and completion times for this future action plan.

Trustee Dennis said he needed Board approval to continue with this because he was invited to talk with the County on this through Commissioner Jeanne Herman and some of the CAB Board members.

Trustee Johnson made a motion to authorize Trustee Dennis to represent Board in representation and negotiations with Washoe County regarding the area plan updates and funding.

Trustee Patterson said he did not want the PVGID to be in the flood mitigation business, and he hoped that Trustee Dennis' ideas would not be a burden on the taxpayers in Palomino Valley.

Trustee Dennis said there was no way he could guarantee what the County Commission would do, but we as taxpayers, give the County a lot of money and he was looking to get some of that money back for our needs in this community. He said he was not looking to increase costs here, but he could not say that if we're going to have parcel maps and increase densities in this Valley, that there won't be some consideration given to how we deal with smaller parcels and roadways and keeping those improvements in a workable fashion.

Trustee Patterson seconded the motion.

Trustee Johnson said one of those points was to have the County conduct an independent review on who's responsible for what costs. It will be simple for the County to come back and say if you want to have the box culvert on Amy enlarged, then you, the PVGID, do it. He said he encountered the same when he approached Washoe County for gas tax money, and secondly, when he asked developers to improve Ironwood when the developers were going to run their collector street out to Ironwood. It's going to be an uphill battle, and he wanted everyone to be aware of that.

Trustee Patterson said he applauded Trustee Dennis' efforts.

Shawn said what he has seen with the flooding in the short time he's been here, is the people downstream are changing, blocking, and diverting the stream. We have three new parcels going in at Sharrock and Grass Valley and those three parcels cut right into that stream that Trustee Dennis just showed on his presentation.

Trustee Patterson stated that altering the flood plain is a FEMA issue and maybe we should turn that over to FEMA and the County flood plain manager.

Pam Roberts said she appreciated the comments from the Board about trying not to increase any tax liability on residents, and that the PVGID is not in the flood mitigation business. She said there was a bit of a caveat: the creek that passes under Amy, continues down and is getting closer and closer to Ironwood. At some point, the GID will have to worry about Ironwood being damaged by flooding from that creek.

George Boyce asked if the PVGID was pursuing the gas tax?

Trustee Dennis said Trustee Johnson spent a year or two trying to get gas tax money.

Trustee Johnson said it would require legislative action to modify the wording of existing law; that is what the County District Attorney concluded. There is the question of public roads; the PVGID does not own the right-of-way, private parcels own the land all the way to the centerline of our roads. That was the legal argument; that the PVGID does not qualify.

Mr. Boyce said that Trustee Johnson brought up in a previous meeting that there are other jurisdictions in Reno that are owned by private people and Reno is getting road tax.

Trustee Johnson said he gave an example that he has subsequently researched and was proven wrong; that is the railroad on Sierra Street, Virginia Street, and so forth. He said he was told that in the past and he thought that was true when he made that statement, that the railroad owned their right-of-way and that the City of Reno leased their easement from the railroad for those streets that crossed the railroad and that is not so. In actuality, the City of Reno owns the right-of-way and the railroad leases from the City.

Susan Ambrose stated that the new audio-visual equipment in this classroom was donated by Commissioner Kitty Jung, and Internet service was coming in November.

Upon a vote, the motion passed unanimously.

iii. Palomino Farms/Truckee Meadows Water Authority (TMWA) Feasibility Study:

Trustee Dennis said it was ongoing and the parties were working on new agreements to continue with consideration of the project.

iv. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):

Trustee Dennis said he hadn't had time to work on this, but there was language that we asked to have put into a parcel map. He said Cathy had sent him the Action Plan from the County for that Tentative Parcel Map and he could not find anything in there that required our requested waiver of protest.

Cathy stated all three of the conditions imposed by the PVGID were listed on page 8 of the Action Order document.

Trustee Johnson said those conditions did not include requiring the developer to at least develop half streets and drainage, and in his opinion, those conditions needed to be included in every set of comments in the future.

Trustee Dennis said he would be leaving this item on the agenda and we might want to modify the language to include what Trustee Johnson wants.

Trustee Patterson suggested that we revisit this item after Trustee Dennis meets with the County.

Trustee Johnson said or at least until Eric Young, the Senior Planner from Washoe County, attends our meeting and we can ask him questions.

Pam Roberts said Trustee Johnson's condition is an additional condition that would be worthwhile for the Board to use in the future. She said this particular parcel map was on Sharrock past Broken Spur and at that point Sharrock becomes a very small gravel road and in her opinion, if someone is going to subdivide there, the GID would want to make sure the developer was improving the road and putting in appropriate drainage. She said she would also recommend that the GID find out who would enforce those conditions to make sure they actually happen.

Susan Ambrose said regarding that parcel at Sharrock and Grass Valley, that was not a developer, it is an individual who has purchased that lot and was requesting two five-acre parcels. They plan to put their residence on one five-acre parcel and a family member's on the second five-acre parcel; the remaining 30 acres would remain open land. The main reason was Cottonwood Creek flows through the back half of the property and was not usable property. She said that did not change what Ms. Roberts stated; it was important to have that other condition for future parcel divisions.

Trustee Johnson said he would insist on that condition.

Trustee Dennis said Trustee Johnson stated at the last meeting that he believed that we should be requiring anyone who does parceling adjacent to our roadways to develop their frontage to our standards; that Trustee Johnson thought that should be a condition for all future parceling. Trustee Dennis asked what needs to be our standards on 2.5- and 5-acre parcels with additional average daily traffic and how then do we maintain a roadway that has 8 times the traffic on it out of one forty acre parcel? He said he did not disagree with Trustee Johnson, but what standards do we need to have when the average daily traffic is significantly greater with all these developments, and how do we deal with it if they eliminate the Specific Area Plan and all the consequences to developers?

Trustee Johnson said there very well may be additional requirements for smaller-lot areas. Issues like dust abatement, becomes a major issue. We need the Washoe County Planner here and we need to establish appropriate standards.

b. American Rescue Plan Act (ARPA) Subgrant from Washoe County:

Trustee Patterson gave an update, and stated that Washoe County voted this week, in a block vote, unanimously to award our GID the \$250,000 for the three projects we discussed last month. He said he wanted everyone to know that he couldn't have gotten us to this point without Cathy's help and Trustee Johnson's help; it was a team effort.

i. Possible Acceptance of the ARPA Subgrant for \$250,000 and Authorization for Trustee Patterson to Execute and Sign All Subgrant Documents:

Trustee Dennis made a motion to accept the ARPA subgrant for \$250,000 and authorize Trustee Patterson to execute and sign all subgrant documents. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

ii. Possible Approval of Bid and Construction Documents Related to the Subgrant and Authorization for Trustee Patterson to Administer the Project to Completion:

Trustee Patterson clarified that this item means that he will work on getting the reimbursement from the County, but Trustee Johnson will be running the projects with his assistance.

Trustee Johnson said he wanted Trustee Patterson involved with the construction aspects because it will be a tremendous learning opportunity for him and for the future. He said he appreciated Trustee Patterson's initiative in getting this subgrant award.

Susan Ambrose stated she concurred with Trustee Johnson, and was very appreciative of all the work that Trustee Patterson, Trustee Johnson, and Cathy have put into this effort.

Pam Roberts echoed Ms. Ambrose's sentiments.

Cathy stated her appreciation to Trustee Patterson for pursuing the ARPA subgrant.

Trustee Dennis made a motion to approve the bid and construction documents related to the subgrant and authorize Trustee Patterson to administer the project to completion. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

In answer to Trustee Johnson's question, Cathy stated the invitation to bid was advertised on Friday, September 9th and she also emailed the bid documents to seven contractors.

Trustee Johnson explained they had to get this going because chip seal was weather dependent and contractors felt the chip seal needed to be done by October 1st. Bids will be due on September 22nd, and he and Trustee Patterson will analyze the bids and Trustee Patterson will sign the contract and give the contractor the notice to proceed.

Trustee Dennis thanked everyone for their work on this project.

iii. Possible Approval of Fiscal Year 2023 Budget Amendments for the Subgrant:

Trustee Patterson made a motion to approve fiscal year 2022-2023 budget amendments totaling an increase of \$250,000 in both revenue and expense for

the American Rescue Plan Act subgrant. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

Trustee Patterson stated next week he and Cathy would have a “Teams” meeting with the Washoe County Grants people to learn about the subgrant reporting requirements in order to get reimbursement.

Cathy stated that Vickie will need to set up separate income and expense line items for this project.

Trustee Patterson said Gabrielle Enfield made a presentation at the last Board of County Commissioners meeting and stated there’s approximately \$26,000,000 left to be allocated by the County in a second round of allocations and he would talk to the County about that.

c. Possible Grant Request to the Federal Highway Administration for Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:

Trustee Johnson said he had nothing new to report on this item.

7. New Business:

a. Maintenance Agreement Letter to the Virginia Peak Communications Site Users:

Trustee Dennis said he wanted to postpone this matter to next month.

8. Judicial/Government Affairs:

Mr. Mansfield stated he had nothing to report.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month’s meeting will be on October 20, 2022.
- Vickie should have the first quarterly economic survey ready to be signed at the October meeting; it is due November 14th.

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 Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:17 p.m.

PVGID MINUTES SEPTEMBER 15, 2022

ATTACHMENT - Agenda Item 2

PUBLIC COMMENT

From: Susan Ambrose

I had provided public comment previously to the Board advocating for Trustee Helton. At the time I felt he was an excellent candidate due to his extensive knowledge of the dirt roads in Palomino Valley, heavy equipment operator experience, prior work for the GID, and that he owned a successful propane business in Palomino Valley. But over this year I have had concerns regarding Trustee Helton's attendance. Those concerns have increased now that we are approaching the end of the year and Trustee Helton has been absent from 8 meetings, (the last, now, 6 consecutive meetings) and attended by phone for 2 meetings. He did attend in person 5 meetings. It is concerning that Trustee Helton has not been a part of the decision making and voting with the rest of the Board, especially now when the Board has been voting on matters that will impact the GID for the next 20 years. As a voter I am disappointed that my vote was essentially ignored as were the other voters who chose to vote for Mr. Helton. I do not understand why Mr. Helton has decided to be on the ballot for the upcoming election to continue as a GID Trustee. I feel that he has let down the crew, the other Board members, and the residents by his not participating in the GID meetings. And if he has any personal or medical issues going on then he could have resigned and another resident could have replaced him so at least we would have a full Board to make those important decisions that are going to affect our road maintenance.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF September 12, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of September 12, 2022 - Almost CD #5010	188,655.48
	Balance as of September 12, 2022 - A/P / General Ckg #4179	759.72
	Balance as of September 12, 2022 - Payroll #4430	20,000.00
	Balance as of September 12, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	209,815.20

<u>Wells Fargo - Almost CD #5010</u>	Balance as of August 13, 2022	253,092.12
Income for the Month		
Ad Valorem/Property Tax	0.00	
Consolidated Tax (CTX)	47,065.45	
LGTA/Fair Share	7,408.23	
Other Income	0.00	
TOTAL	54,473.68	
Interest Income	3.16	54,476.84
Transfer to Wells Fargo #4179	(54,500.00)	
Transfer to Wells Fargo #4430	(64,413.48)	(118,913.48)
	Balance as of September 12, 2022	188,655.48

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of August 13, 2022	791.03
Transfer from Wells Fargo #5010	54,500.00	
Interest Income	0.73	54,500.73

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	10003	3,692.72	Secretarial \$1,845.00, Accounting/Financial \$1,730.00, Office Supplies \$42.72, Public Relations \$75.00	
Eide Bailly LLP	10004	7,128.00	Progress billing for 6/30/2022 Annual Audit	
Flyers Energy	10005	3,936.32	Fuel	
Humana Insurance Company	10006	197.41	Monthly Dental & Vision Insurance	
Pyramid Business Services	10007	2,119.66	Monthly Bookkeeping, Payroll and Audit \$1,885.00, Office Supplies \$234.66	
Sierra Rental & Transport Co.	10008	37,457.93	Transport Class E Material to Wilcox Ranch, Quaking Aspen, and Wild Horse Roads	
TOTAL		54,532.04		(54,532.04)
			Balance as of September 12, 2022	759.72

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF September 12, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of August 13, 2022	20,000.00
Transfer from Wells Fargo #5010		64,413.48	
Interest		0.12	64,413.60
<hr/>			
Net Payroll		9,470.09	Net Payroll
Western NV Materials	5987	26,977.29	Class E Material: Wilcox Ranch 769.84 tons; Quaking Aspen 2,763.9 tons
Western NV Materials	5988	19,180.86	Class E Material: Quaking Aspen Flash Flood Repairs 741.22 tons; Wild Horse 2,532.24 tons
SK's BECC 9/2/2022 Stmt			
Waste Management	SK's CC	33.00	Monthly Waste Removal
Access Truck Parts	SK's CC	672.82	98 Peterbilt 377 Water Truck Parts
SK's BECC 10/3/2022 Stmt			
Peterbilt Truck Parts & Equip	SK's CC	522.30	Parts for 92 Freightliner 10 Wheeler \$255.98, and 98 Peterbilt Water Truck \$266.32
Silver State International	SK's CC	194.12	Parts for 2005 Intl Water Truck
LJ's BECC 9/2/2022 Stmt			
Motorola	LJ's CC	70.00	Monthly Two-way Radio Bill
Walther Law Offices PLLC	LJ's CC	400.00	July 2022 Retainer
Les Schwab	LJ's CC	1,284.61	Flatbed Equipment Trailer 2 Tires \$879.64, Service Call \$404.97
Silver State International	LJ's CC	978.40	Repairs to 2005 International Water Truck
Wells Fargo	LJ's CC	(429.95)	Cash Back Rewards
LJ's BECC 10/3/2022 Stmt			
Alhambra	LJ's CC	73.66	Monthly Office Water
Verizon	LJ's CC	34.60	Monthly Telephone Bill
Walther Law Offices PLLC	LJ's CC	400.00	August 2022 Retainer
NV Energy	Bill pay	157.44	Monthly Electric Bill
PERS	Bill pay	3,433.40	PERS Monthly Payment
Payroll Taxes - Patriot Payroll	EFT	960.96	Payroll taxes (941, NV Unemployment)
		<u>\$64,413.60</u>	<u>(\$64,413.60)</u>
		Balance as of September 12, 2022	20,000.00

<u>Wells Fargo - Petty Cash</u>		Balance as of August 13, 2022	400.00
Deposit		0.00	
		<u>0.00</u>	0.00
<hr/>			
	AMOUNT	DESCRIPTION	
	<u>0.00</u>		
TOTAL	<u>0.00</u>		0.00
		Balance as of September 12, 2022	400.00

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 9/12/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

Attachment - 09/15/2022 Meeting - Agenda Item 4.b.

AS OF AUGUST 31, 2022

TO REPORT AUGUST CTX AND LGTA REVENUE,

12-MONTH REPORTING PERIOD ACTUAL VS BUDGET, AND

12-MONTH REPORTING PERIOD ACTUAL VS EST OP FUNDS REPORT FIGURES

REVENUE - BUDGET VS ACTUAL

	From 2021/2022			
<u>Revenue Source</u>	<u>Final Budget</u>	<u>ACTUAL</u>	<u>Difference</u>	
Ad Valorem	320,000	317,523	-2,477	
CTX	567,000	535,567	-31,433	
LGTA	38,000	49,288	11,288	
	925,000	902,378	-22,622	

REVENUE - EST OP FUNDS REPORT FIGURES VS ACTUAL

	Figures Used for			
<u>Revenue Source</u>	<u>Est Op Funds Rpt</u>	<u>ACTUAL</u>	<u>Difference</u>	
Ad Valorem	320,000	317,523	-2,477	
CTX	540,000	535,567	-4,433	
LGTA	38,000	49,288	11,288	
	898,000	902,378	4,378	

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 8/31/22, Actual Revenue was MORE Than YTD Estimated By: **\$4,377.78**

AD VALOREM (Normally received around the 10th of the month)

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
at 07/18/22 (2%)	6,400.00	7,870.45	1,470.45	-3,202.80
at 08/13/22	0.00	726.05	726.05	-2,476.75
	320,000.00	317,523.25	-2,476.75	

CTX (Normally received at the end of the month)

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	45,000.00	44,511.41	-488.59	-488.59
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,820.16
at 12/13/21	45,000.00	45,611.37	611.37	-1,208.79
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,536.37
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,515.65
at 03/14/22	45,000.00	49,106.81	4,106.81	-408.84
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,343.50
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,262.67
at 06/13/22	45,000.00	47,024.50	2,024.50	-6,238.17
at 07/18/22	45,000.00	44,361.00	-639.00	-6,877.17
at 08/13/22	45,000.00	45,378.72	378.72	-6,498.45
at 08/31/22	45,000.00	47,065.45	2,065.45	-4,433.00
	540,000.00	535,567.00	-4,433.00	

LGTA (Normally received mid-month)

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	3,185.00	6,023.97	2,838.97	2,838.97
at 11/15/21	3,165.00	0.00	-3,165.00	-326.03
at 12/13/21	3,165.00	3,658.38	493.38	167.35
at 01/17/22	3,165.00	4,850.80	1,685.80	1,853.15
at 02/14/22	3,165.00	3,480.61	315.61	2,168.76
at 03/14/22	3,165.00	3,709.34	544.34	2,713.10
at 04/18/22	3,165.00	5,184.09	2,019.09	4,732.19
at 05/16/22	3,165.00	3,126.44	-38.56	4,693.63
at 06/13/22	3,165.00	4,507.50	1,342.50	6,036.13
at 07/18/22	3,165.00	3,879.70	714.70	6,750.83
at 08/13/22	3,165.00	3,458.47	293.47	7,044.30
at 08/31/22	3,165.00	7,408.23	4,243.23	11,287.53
	38,000.00	49,287.53	11,287.53	

ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 09/15/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of September 12, 2022	209,815	
ARPA Subgrant Award	250,000	
Additional Revenue Expected Through August 31, 2023	997,000	

ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023	1,456,815
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LESS Average Monthly Expenses (\$35,000) x 11.5 Months	-402,500	
LESS: ARPA Subgrant Project \$250,000; Mag-chloride \$19,000;		
Capital Outlay FY21&22 Carryover \$105,163*;		
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];		
Capital Outlay FY23 \$125,000;		
Unexpected Repairs (\$5,000/mo x 11 mos); Class E \$16,500;		
Workers' Comp \$1,728 (Nov, Feb, May) & \$2,000 (Aug);		
Audit 11,378 - 7,128 = \$4,250 (Oct); Insurance \$12,000 (July)	-594,097	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	

ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2023	-1,056,597
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ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023	400,218
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Additional Revenue Expected Through AUGUST 31, 2023:

From 2022/2023	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
340,854	340,000	Ad Valorem	Oct '22 thru Aug '23	340,000
645,531	615,000	CTX	51,250 x 12	615,000
40,000	42,000	LGTA	3,500 x 12	42,000
1,026,385	997,000			997,000

	-29,385	Difference between Budget and Estimated Operating Funds Report Projected Revenues
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MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	18,000	14,062	3,938	
Other (non Road Maint)	17,000	21,268	-4,268	
	35,000	35,330	-330	
				A/P Acct Exps 54,532
				P/R Acct Exps 64,414
Road Maintenance		83,616		Petty Cash Exps 0
TOTAL EXPENSES		118,946		118,946

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 09/12/2022, Actual Revenue was LESS Than YTD Estimated By: **-\$119,000.00**

AD VALOREM (Normally received around the 10th of the month)

Payment Date	Estimated	Actual	Difference	YTD Difference
at 09/12/22 (35%)	119,000.00	0.00	-119,000.00	-119,000.00
October	0.00			
November (21%)	71,400.00			
December	0.00			
January	0.00			
February (21%)	71,400.00			
March	0.00			
April (21%)	71,400.00			
May	0.00			
June	0.00			
July (2%)	6,800.00			
August	0.00			
	340,000.00	0.00	-340,000.00	

CTX (Normally received at the end of the month)

Payment Date	Estimated	Actual	Difference	YTD Difference
September	51,250.00			
October	51,250.00			
November	51,250.00			
December	51,250.00			
January	51,250.00			
February	51,250.00			
March	51,250.00			
April	51,250.00			
May	51,250.00			
June	51,250.00			
July	51,250.00			
August	51,250.00			
	615,000.00	0.00	-615,000.00	

LGTA (Normally received mid-month)

Payment Date	Estimated	Actual	Difference	YTD Difference
September	3,500.00			
October	3,500.00			
November	3,500.00			
December	3,500.00			
January	3,500.00			
February	3,500.00			
March	3,500.00			
April	3,500.00			
May	3,500.00			
June	3,500.00			
July	3,500.00			
August	3,500.00			
	42,000.00	0.00	-42,000.00	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prt	G				
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prt		G prt			RGMC prt	MC prt			
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G								
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prt	CC(1)				
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R				
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G								
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G					
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prt					
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM								
UP	Chantry Flats	1.1		D				G	G					
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6									R			
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G						
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G						
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G						
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G		G prt			
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prt		G prt			
UP	Grass Valley (Pyramid - Wayside)	2.6					G prt							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G					

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G				
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D							R			
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G			G					
UP	Peak (N - S)	1.7							G		Sign			
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G	CE/ER/MC			
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						

PVGID OPERATIONS MANAGER'S REPORT

Report Period 8/15/2022 to 9/11/2022

ATTACHMENT: 9/15/2022 Meeting Agenda Item 5.a.

ROADS GRADED AND/OR COMPACTED:

1. Wilcox Ranch - Amy to just past Morning Dove: Spread 769.84 tons of Class E material
2. Quaking Aspen - First two miles: Spread 2,763.90 tons of Class E material
3. Quaking Aspen - Wilcox Ranch to O'Hara: Flash flood event washed out and deposited debris over roadway in multiple areas, had to import and spot spread an additional 741.22 tons of Class E material on the road to repair the damage
4. Wild Horse - Whiskey Springs to near 4400: Spread 2,532.24 tons of Class E material (Had to stop here because Teichert/Western Nevada Materials ran out of material)
5. Grass Valley West - Pyramid to near 7100 (Skipped Class E area)

OTHER ROAD WORK:

1. Quaking Aspen - Wilcox Ranch to O'Hara: Flash flood event washed debris over roadway and filled in ditches and culverts in multiple areas. Clean ditches and debris from roadway using the Vector (to locate culvert ends), Grader, and Backhoe. Brought in 10 yards of structural fill to place on downhill side of #1 culvert to cover exposed pipe and repair roadway
2. Wild Horse at Sharrock Intersection: Use Vector to clean culvert
3. Wilcox Ranch - Across from 2855: Locate culvert end
4. Yellow Tail at the dip ¼ mile in from Crazy Horse: Locate and clean culvert end and culvert pipe, use backhoe to reinstall ditches to culvert, also clean debris off roadway
5. Quaking Aspen - Wilcox Ranch to O'Hara: Spray mag-chloride on road
6. Wild Horse - Whiskey Springs to near 4400: Spray mag-chloride on road
7. Amy Short at Intersection of Ironwood and intersection of Wilcox Ranch: Spray mag-chloride on road
8. Peak N-S: Yield sign ran over, reinstall sign

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings

EQUIPMENT:

1. '05 International Water Truck: Still had no start issue, had Silver State International come out to yard, found wire came off of IDM relay, reinstalled. Truck running at this time. Brake air valve leaking air, R&R.
2. '05 772 Grader: R&R Cutting Edges
3. Zieman Equipment trailer: Two tires bad, Les Schwab came out to replace

Warm Springs Valley Area Plan: Roadways Flood Plains & Funding

Greg Dennis
PVGID President
Retired Civil Engineer
& Ex Sewer Czar



PAST HISTORY



- BLM & COWS
- SPACE ROCKETS – ROCKETDYNE (ROCKWELL)
- SATURN V ROCKETS (1960's)
- PROPOSAL FOR ANOTHER CITY (1970,s)
- APPROVAL OF SOLEY 40 ACRE PARCELS AND CREATION OF (ONLY A ROAD MAINTENANCE GENERAL IMPROVEMENT DISTRICT (1976))
- END OF CC&R's AND PROPOSALS FOR NEW SUBDIVISIONS (1990's)
- APPROVAL OF WARM SPRINGS AREA PLAN AND SPECIFIC PLAN AREA (early 1990's)
- FAILED FEASIBLITIY OF IMPLEMENTING SPA SUBDIVISION(S)
- APPROVED PARCELING BY WASHOE COUNTY WITHIN THE SPA FOR 2.5 & 5 ACRE LOTS
- NEW UPCOMING AREA PLAN REVISIONS

ROADWAY TYPES FOR OUT HERE (92-93 MILES)

- UNIMPROVED OR DIRT
- GRADED DIRT ROADS
- ROADS WITH BASE LAYER ADDED
(CLASS “E” TYPE FOR GID)
- CAPE SEALED ROADWAYS
(ALMOST LOOK LIKE A PAVED ROAD)
- VERY VERY OLD PAVED ROADS
FROM THE DAYS OF ROCKETDYNE
& SATURN V (RIGHT HAND CANYON)



WHAT'S NEXT?

- POSSIBLE NEW WATER PLAN INTEGRATED WITH TRUCKEE MEADOW WATER AUTHORITY
- LIMITS ON LOT SIZE WITHIN SPA FOR BUILD OUT (5 ACRE PARCELS?)
- INPUT FROM CAB REGARDING ABOVE & COUNTY RECOMMENDATIONS
- AND FROM ABOVE... HOW TO FUND THE ABOVE ASSUMING THE SPECIFIC AREA PLAN GOES AWAY OR IS SIGNIFICANTLY MODIFIED.
- HOW TO MAINTAIN OUR ROADWAYS AND ARTERIALS (FOR ALL?) (NO MORE SPA funding requirements?)

TWO PATHS SO FAR affecting new planning



**WITH TMWA
WATER PLAN**

**NO TMWA
WATER PLAN**

HOW DOES THIS AFFECT 92 MILES OF ROAD
MAINTENANCE **or** THE NUMBER OF NEW
LOTS OR DWELLINGS?

CONSOLIDATED TAX DISTRIBUTION REVENUE SUMMARY BY COUNTY

<u>COUNTY</u>	<u>BCCRT</u>	<u>SCCRT</u>	<u>CIGARETTE</u>	<u>LIQUOR</u>	<u>RPTT</u>	<u>GST</u>	<u>CTX REVENUE TOTAL</u>
CARSON CITY	8,355,392	31,549,129	153,503	75,130	1,053,519	3,570,509	44,757,183
CHURCHILL	2,351,009	7,941,428	70,763	34,634	294,275	1,649,010	12,341,119
CLARK	283,723,722	1,004,741,017	6,241,346	3,054,749	50,844,957	145,742,059	1,494,347,850
DOUGLAS	5,082,982	18,362,200	133,568	65,373	1,895,800	3,867,793	29,407,717
ELKO	8,731,458	33,283,300	146,707	71,804	682,086	5,218,561	48,133,916
ESMERALDA	88,788	1,269,802	2,690	1,316	6,390	209,654	1,578,639
EUREKA	1,171,374	5,105,564	5,105	2,499	10,642	365,706	6,660,889
HUMBOLDT	3,001,105	12,189,210	46,266	22,645	202,482	1,958,595	17,420,303
LANDER	1,197,731	2,842,689	16,662	8,155	39,860	917,463	5,022,560
LINCOLN	289,929	1,286,904	13,954	6,829	38,802	535,116	2,171,534
LYON	4,940,360	14,962,226	156,134	76,418	1,307,618	4,495,026	25,937,782
MINERAL	416,497	1,727,221	12,980	6,353	18,468	505,094	2,686,612
NYE	4,872,698	16,728,042	132,568	64,884	812,389	3,467,196	26,077,776
PERSHING	816,657	2,147,186	18,784	9,194	32,361	697,727	3,721,909
STOREY	901,503	3,485,840	11,724	5,738	209,048	459,166	5,073,018
WASHOE	60,493,705	219,588,977	1,304,758	638,598	13,358,377	41,540,231	336,924,646
WHITE PINE	<u>1,649,259</u>	<u>3,202,171</u>	<u>27,684</u>	<u>13,550</u>	<u>74,891</u>	<u>1,087,323</u>	<u>6,054,878</u>
TOTAL	<u>388,084,170</u>	<u>1,380,412,905</u>	<u>8,495,196</u>	<u>4,157,867</u>	<u>70,881,963</u>	<u>216,286,229</u>	<u>2,068,318,331</u>

PVGID - PROPERTY TAX PERCENTAGE OF TOTAL REVENUE

Prepared by Cathy Glatthar July 19, 2022

		Property Tax (Ad Valorem)	Consolidated Tax	LGTA Fair Share	TOTAL	Property Tax Percentage of Total
Estimated	FY 2021-22	\$315,000	\$534,000	\$49,000	\$898,000	35%
Actual	FY 2020-21	\$308,744	\$487,865	\$43,014	\$839,623	37%
Actual	FY 2019-20	\$275,817	\$433,365	\$39,026	\$748,208	37%
Actual	FY 2018-19	\$265,406	\$412,591	\$36,732	\$714,729	37%
Actual	FY 2017-18	\$256,683	\$359,380	\$38,854	\$654,917	39%

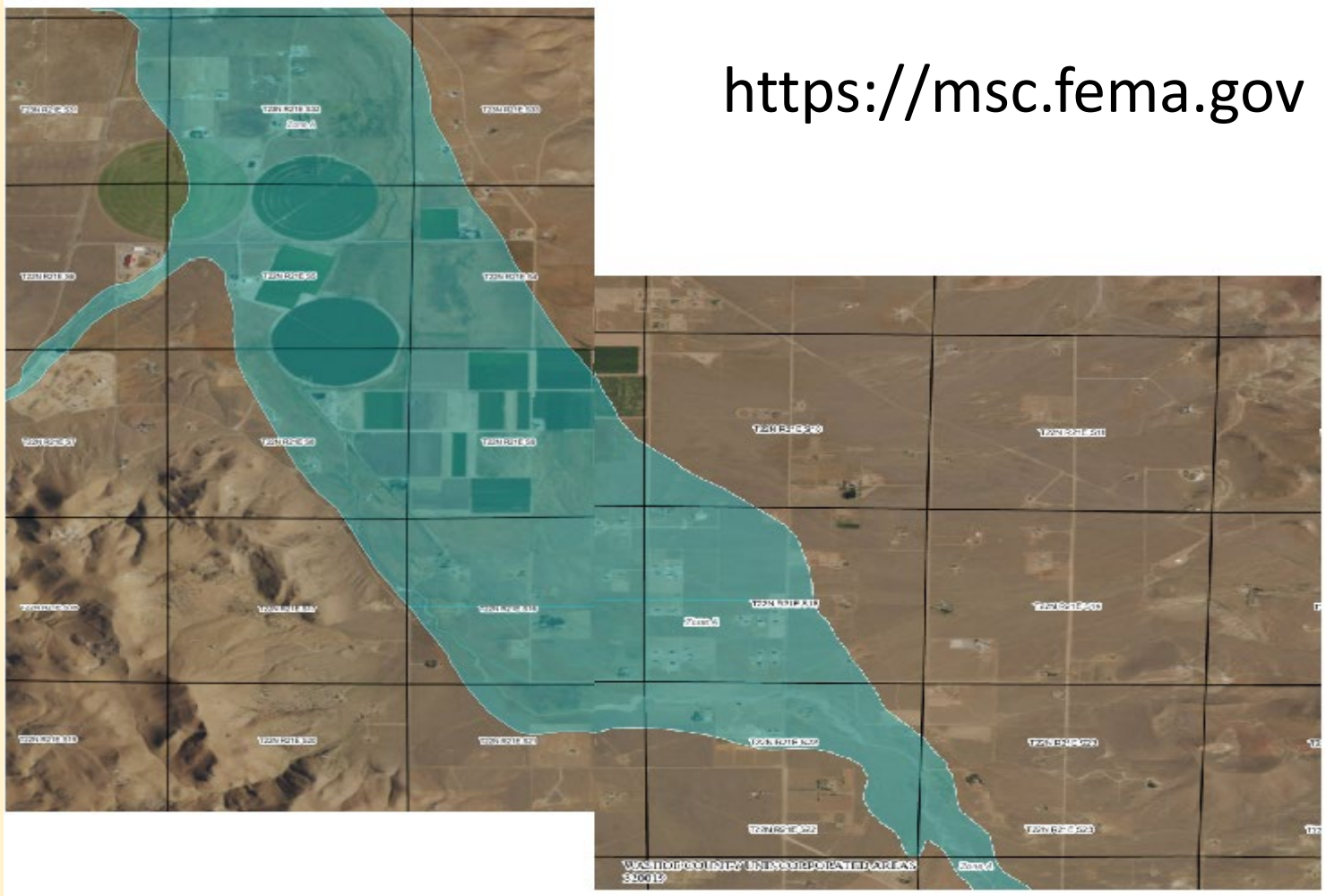
A SIMPLISTIC VIEW OF THE ISSUES FOR DISCUSSION

1. WHOM IS GOING TO MAINTAIN ROADWAYS WITHIN THE SPECIFIC PLAN AREA?
2. IMPACTS OF 2.5 & 5 ACRE PARCELS ON ROADWAYS OR LARGE SUBDIVISIONS (TO OVERALL ROADWAY NETWORK)
3. BUILD OUT IMPACTS OF EXISTING 40 ACRE PARCELS PLUS ADDED PARCEL MAPS OR SPA SUBDIVISIONS
4. DEVELOPMENT OF FAIR SHARE COSTS FOR ALL ROADWAY USERS
5. PRIVILEGED SPA AREA DENSITIES WERE NEVER PART OF THE OVERAL RURAL ROADWAY NETWORK IN OLD AREA PLANS
6. SHOULD THE ABOVE PROBLEM ISSUES BE SOLVED AND INCORPORATED INTO A NEW AREA PLAN?

OTHER MAYBE BIGGER ISSUES

- ROADWAYS AND HOMES ARE IN THE 100 YEAR FLOOD PLAIN DELINEATED BY FEMA (fed emergency mgt Auth)
- THE SPECIFIC AND ONLY LEGAL AUTHORITY THE PALOMINO VALLEY GID HAS IS ROAD MAINTENANCE.
- THE PALOMINO VALLEY GID HAS NO AUTHORIZATION NOR FUNDING TO DEAL WITH FLOODS AN LIKELY WOULD NOT DO SO UNLESS ALLOCATED HUGE SUMS OF MONEY DONATED BY OTHERS.
- HOW TO HOLISTICALLY INTEGRATE WITH BOTH PLANNING AND NEEDED ENGINEERED INFRASTRUCTURE (WATERWAYS, BRIDGES OR LARGE CULVERTS, PLANNED TRAFFIC ARTERIALS, ECT
- WHERE ARE OUR ELECTED OFFICIAL THAT ARE GOING TO HELP US OUT HERE, AS WE HAVE ONLY VOLUNTEER ELECTED GID OFFICIALS THAT CAN ONLY CONSIDER “ROAD MAINTENANCE”. PLEASE NOTE THE SPECIFIC PLAN AREA WAS GOING TO HANDLE ALL THE ABOVE THRU EITHER AN HOA AND/OR DEVELOPMENT FEES.
- FOLKS WHO BUY OR BOUGHT OR BUILT DWELLINGS WITHIN THE SPA ASSUME MAYBE THAT THERE ARE NOT ANY OTHER **ADDITIONAL** FUNDING NEEDS FOR THIS SPECIFIC PLAN AREA AND THE SAME LIKELY APPLIES TO THOSE ON 40 ACRE PARCELS. (OK WE NEVER HAVE ANOTHER FLOOD AND THE ROADS NEVER WEAR OUT, RIGHT?)
- WHAT WILL BE WASHOE COUNTY’S APPITITE FOR ANY ADDITIONAL FUNDIJNG OF ROADWAYS AND/OR FLOOD MAINTENANCE?

<https://msc.fema.gov>



OOPS, in a flood plain





SOME POSSIBLE RECOMMENDATIONS FOR THE CAB TO CONSIDER

1. INTEGRATE BOTH PLANNING, FUTURE POSSIBILITIES OF SPA OUTCOMES AND ENGINEERED INFRASTRUCTURE NEEDS INTO THE UPCOMING AREA PLAN REVISIONS
2. PROPOSED FUNDING AND FISCAL ANALYSIS BE IMPLEMENTED THROUGH AN ENTIRE NEEDS ASSESSMENT (PAID FOR BY WASHOE COUNTY)
3. MAKE ALL NEW BUYERS (EVERYWHERE) FOR LOTS OR COMPLETED DWELLINGS AWARE THAT NO ONE CAN ESCAPE SOME FUTURE COSTS, PLEASE NOTE ALL WASHOE COUNTY DONATIONS ARE ACCEPTABLE.
4. HAVE AN OUTSIDE REPRESENTATIVE FROM WASHOE COUNTY INDEPENDENTLY ANALYSE THE WHO SHOULD PAY ALTERNATIVES TO THE NEEDS ASSESSMENT (FINANCED BY WASHOE COUNTY).
5. GET OUR POLITICAL ARM(S) MORE INVOLVED AND PUSH FOR THE COMMISSION TO DEAL WITH THIS ISSUE (FUND OUTCOMES?).
6. INTEGRATE THE OUTCOMES INTO AN AMENDMENT TO THE AREA PLANS AND INCLUDE IN THE AREA PLAN UPDATES DEFINITIVE PLACE HOLDER(S) AND COMPLETION TIMES FOR THIS FUTURE ACTION PLAN.

HANDOUT FOR SEPTEMBER 15, 2022 MEETING AGENDA ITEM 6.b.ii.

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:

BID SCHEDULE			
Item No.	Description of Work	Quantity	Price
1a.	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 on portions of Sharrock and Broken Spur Roads.	1 Day	\$ _____/Day
1b.	Type 3 asphalt concrete plantmix	Approximately 400 tons	\$ _____/ton
2.	Chip and fog seal, including all labor, equipment, and materials, complete in place on portions of Sharrock and Broken Spur Roads.	138,000 SF	\$ _____ Lump Sum
3.	Patching with Type 3 plantmix asphalt concrete on Right Hand Canyon Road, including all labor, equipment, and materials, complete in place.	70 tons	\$ _____ Lump Sum
4.	Application of double (2) coats of Type 3 micro-pave slurry seal on Right Hand Canyon Road, including all labor, equipment, and materials, complete in place.	1.35 miles	\$ _____ Lump Sum

*The PVGID may, at its sole discretion, add to or subtract from the "Quantity" listed above.

II SPECIAL CONDITIONS

1. Scope

The project includes reinforcing the edges of existing Cape seal in selected segments of Sharrock and Broken Spur Roads 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 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.

The project includes placement of chip seal on the same segments of Sharrock and Broken Spur Roads, approximately 1.3 miles at an average width of 20 feet. The aggregate screenings for the chip seal shall conform to the requirements of Section 200.02.05, Screenings, for the 3/8 inch modified size of the Orange Book. The chips shall be applied at a rate of 28 pounds per square yard. The asphalt binder shall conform to the requirements of Section 201.04.1 - Specifications for Cationic Emulsified Asphalt for CRS-2. The application rate shall be 0.35 gallons per square yard. Chips shall be seated with a minimum two (2) passes with a minimum six-ton pneumatic roller. The chip seal shall receive a fog seal of SS-1 or SS-1h diluted 50/50 with water and applied at a rate of 0.10 gallons per square yard.

The project includes patching of existing pavement on Right Hand Canyon Road with Type 3 plantmix asphalt concrete followed by a double coat of Type III micro-pave slurry seal an average width of 19 feet for approximately 1.35 miles. The initial application (first coat) of slurry seal should be approximately 30 pounds per square foot with the second application approximately 25 pounds per square foot. The slurry seal shall conform to Section 318.00 for a Type III gradation.

SPECIAL MEETING

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

Thursday, September 29, 2022

MINUTES

Trustee John Patterson called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:04 p.m. Thursday, September 29, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were John Patterson, Larry Johnson, Don Otto, and Greg Dennis (arrived at 6:10 p.m.). Trustee Dan Helton was absent. Also present were Cathy Glatthar, Assistant to the Board (by phone); and Patrick Mansfield, Legal Counsel.

2. **Public Comment:**

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

3. **Possible Approval of Additional Funding for the 2022 Road Restoration Project (Partially Funded by the American Rescue Plan Act (ARPA) Subgrant from Washoe County):**

Trustee Patterson explained we advertised and sent out a bid to do some pavement restoration work on Right Hand Canyon, Broken Spur, and Sharrock Roads. We received only one bid [from Sierra Nevada Construction (SNC)] (see attached) and that bid came in at \$284,007, which was higher than the \$250,000 subgrant. In order to move forward with this bid, the Board would have to approve additional funds.

Trustee Johnson stated getting this work done for an additional \$34,000 to \$50,000 of our own money was a Godsend to the District. The great majority of the project costs would be coming from the subgrant - an outside source - and in his opinion, it was something they couldn't pass up. He said he believed he had potentially made a mistake in quantities for patching Right Hand Canyon Road, and he expected to see an overage in material quantities for that project item.

Trustee Johnson made a motion to approve additional funding of up to \$50,000 for this project. Trustee Patterson seconded the motion.

Trustee Johnson stated the Right Hand Canyon patching was scheduled to begin tomorrow morning. He reiterated that the only bid came from SNC, who had done the great majority of our chip seal and Cape seal, and all of our edge paving. SNC had provided good quality work and good quality products. He said he would be meeting with the patching crew first thing in the morning to layout the work and provide periodic input as needed as the work progressed. The overall schedule, at this time, was for patching to occur tomorrow, the application of a double coat of the micro-pave would be late next week, the edge paving was scheduled for October 10th and the chip seal would follow quickly after that but he did not have an exact date yet. He stated Trustee Patterson had signed the contract with SNC for Items 3 and 4 which were just the Right Hand Canyon portions of the work which totaled up to far less than the grant amount, so we were covered. He said this special meeting was necessary to approve the overage for the total project.

In answer to Trustee Otto's question, Trustee Johnson explained the bid documents for the project specify what the "Type 3 micro-pave slurry seal" [to be used on Right Hand Canyon] consists of.

Note: Trustee Dennis arrived.

In answer to Trustee Otto's follow up question, Trustee Johnson explained there are three grades of slurry, as follows:

- Type 1 has sand in it, it's 1/4-inch; for parking lots
- Type 2 has up to a 3/8-inch aggregate in it; what's normally put down on streets
- Type 3 has up to a 1/2-inch aggregate in it; it's the coarsest and requires a very heavy application for the first coat

Trustee Johnson stated the Type 3 micro-pave would probably be 3/4 of an inch thick after the two layers were put down.

Trustee Dennis asked if the extra money was worth it, or just do two layers of chip seal [on Right Hand Canyon]?

Trustee Johnson said we'll have two layers of the micro-pavement going down.

Trustee Johnson informed Trustee Dennis that the motion [made and seconded] was to approve up to \$50,000 in additional funding above the \$250,000 grant.

Trustee Dennis asked if we would get more for our money if we just did two layers of chip seal everywhere, or add the additional dollars and do what's written in the contract?

Trustee Johnson explained there was a reason they were using micro-surfacing on Right Hand Canyon; because it was an emulsion and it was squeegeed on, it was self-leveling and would fill in the holes.

Trustee Dennis said he was thinking about how Pyramid Highway was done with two layers of chip seal and it has lasted over 10 years.

Trustee Otto commented that the Highway was smooth, whereas Right Hand Canyon is not.

Trustee Patterson explained that on Broken Spur and Sharrock, just the chip seal on that length of roadway, if we doubled that it would be more money than if we just do the edge paving and a single layer of chip seal.

Trustee Johnson reiterated, for the Right Hand Canyon folks, that the micro-pave was going to *attempt* to even out that terrible surface; nothing was going to even out that terrible surface. It was not going to be as smooth as Whiskey Springs, but it was a lower speed road. It was the best bang for the buck; we never have enough money to do things absolutely right. He said he thought the Right Hand Canyon people would be very happy.

Trustee Dennis said with Right Hand Canyon, they were setting a precedence for specificity on old roads and he was leery of that.

Trustee Johnson said it was the best approach.

Upon a vote, the motion passed unanimously.

4. Public Comment:

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

5. Board Member and Staff Items:

- Trustee Dennis stated he was moving forward trying to work with Washoe County on issues he had brought up at previous meetings.
- Trustee Otto apologized for missing the last meeting. He explained that he messed up and came out last Thursday instead of the Thursday before.
- Trustee Johnson stated for the next agenda, Ms. Cydney Harding wanted to appear before the Board; she has a couple of issues that she would like to address and have Board action on regarding her property adjoining Sharrock Road.
- Trustee Patterson said there was mention about replacing some faded signage around the Valley and asked to have that item on the next agenda.

6. Adjournment: Trustee Dennis made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 6:20 p.m.

2022 Road Restoration Project - Sierra Nevada Construction Bid Proposal

Submitted by Cathy Glatthar, Assistant to the Board and Reviewed by Trustee John Patterson

ATTACHMENT: 09/29/2022 Special Meeting - Agenda Item 3

Palomino Valley
General Improvement District

PWP-WA-2022-466

2022 Road Restoration Project
Construction Documents

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:

BID SCHEDULE			
Item No.	Description of Work	Quantity	Price
1a.	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 on portions of Sharrock and Broken Spur Roads.	1 Day	\$ <u>14,000.00</u> /Day
			\$14,000
1b.	Type 3 asphalt concrete plantmix	Approximately 400 tons	\$ <u>115.00</u> /ton
			<u>\$46,000</u>
2.	Chip and fog seal, including all labor, equipment, and materials, complete in place on portions of Sharrock and Broken Spur Roads.	138,000 SF	\$ <u>75,900.00</u> Lump Sum
			1. \$60,000
3.	Patching with Type 3 plantmix asphalt concrete on Right Hand Canyon Road, including all labor, equipment, and materials, complete in place.	70 tons	\$ <u>21,000.00</u> Lump Sum
			2. \$75,900
4.	Application of double (2) coats of Type 3 micro-pave slurry seal on Right Hand Canyon Road, including all labor, equipment, and materials, complete in place.	1.35 miles	\$ <u>127,107.00</u> Lump Sum
			3. \$21,000
			4. \$127,107

*The PVGID may, at its sole discretion, add to or subtract from the "Quantity" listed above.

TOTAL: \$284,007

REGULAR MEETING

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

Thursday, October 20, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, October 20, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, and Larry Johnson. Trustees Dan Helton and Don Otto were absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); and Vickie DiMambro, Assistant to the Secretary/Bookkeeper.

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 - September 15, 2022:**

Trustee Johnson made a motion to approve the minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

4. **Approval of Minutes - September 29, 2022 (Special Meeting):**

Trustee Johnson made a motion to approve the minutes as written. Trustee Patterson seconded the motion. 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). The total cash in all accounts was \$342,014.34. Income for the month was Ad Valorem/Property Tax \$129,562.84, Consolidated Tax (CTX) \$45,936.66, and LGTA/Fair Share \$377.00.

Vickie reviewed one of the payments: 1) Sierra Rental & Transport \$10,000.48 for the remaining balance to transport Class E material to Wilcox Ranch, Quaking Aspen, and Wild Horse Roads.

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

b. **Estimated Operating Funds Report:**

Cathy Glatthar reviewed the Estimated Operating Funds report (see attached). She explained it was early in the reporting period and there wasn't a big change from last month. The Estimated Net Operating Funds for Road Improvements as of August 31, 2023 is \$389,047.

6. Road Reports:

a. Road Operations and Maintenance Reports:

[Operations Manager's Report - Period 09/12/2022 to 10/16/2022 and Roadwork and Requests Report - Period 01/01/2022 to 10/16/2022 (see attached)]

- Shawn stated they were trying to keep up with the roads, but they had been having issues with the water trucks. He explained one truck required extensive patching of the water tank. He said for the '05 International water truck, he's had the repair technician come out to diagnose the problems and the technician said the engine was worn out. Shawn said they have also repaired several items on that truck.

In response to Trustee Dennis' question, Shawn reported that they are still diligently looking for a replacement water truck, and he hopes to find something by next spring.

Trustee Dennis asked Shawn if we should consider renting a water truck?

Shawn said he had looked into that and it would cost between \$4,000 and \$5,000 a month.

Trustee Johnson said he would not be adverse to renting a water truck for a month.

Shawn said they will try a few more repairs and hopefully get the '05 water truck running better, but if not, he would look into renting a water truck.

Trustee Dennis said Shawn was to use his best judgment.

Jeff Swift, Axe Handle Canyon Road resident, asked what their budget was for renting a water truck?

Trustee Dennis said we did not have budget for renting a water truck.

In answer to Mr. Swift's follow-up question, Shawn stated he needed at least a ten-wheeler with a 4,000-to-5,000-gallon tank.

Mr. Swift said he knew some people in the rental business and could help. He was given Shawn's number.

Shawn added that the technician told him about a resident on Crazy Horse that might have a water truck for sale. Shawn said he would contact that gentleman.

- Shawn explained with the no Class E available from Teichert, they used DG from the Ironwood pit to cover some of the rocky roads.
- Trustee Dennis explained to the audience that our crew was doing double duty; that they had to do some prep work before our contractor, SNC (Sierra Nevada Construction) came in to do the grant project work, and our crew was dealing with a number of issues. He thanked everyone for their patience as the crew works through the issues.
- Shawn said they finished doing some spot spraying of mag-chloride.
- Shawn said he spoke to Rick at Teichert, and the pit had been closed down for a month after a fatal accident. The pit just started operating again yesterday.

- Tom McCoy, in the audience, said regarding the grant from Washoe County, it sounded like the GID was basically sitting on some funds because there was nowhere to allocate ...

Shawn interjected and said the grant funds had already been spent.

Trustee Johnson added that the grant was for a specific project and a specific scope of work. The grant was for work that was contracted out and completed this week.

Trustee Dennis said the grant will be discussed under agenda item 7.b.

- Trustee Johnson reviewed the winterization work that needed to be done over the next six weeks: Re-shoulder all edge-paved roads, flush culverts, pull ditches, etc. He stated this was more for the benefit of the audience because Shawn was aware of what needed to be done and does a great job in prepping for winter.
- Shawn said he hoped to get some rain this weekend and then they could get both graders out Monday.

Trustee Johnson explained a lot of our roads were washboarded because it's been so dry; roads don't hold up very long in dry weather. We can't grade them fast enough, we need moisture.

b. Surfacing Roads with Aggregate Material - Planning, Implementation, and Funding:

Shawn said there was some Class E available, but that would be on next month's report.

c. Appearance by Resident Cydney Harding Regarding Sharrock Road Grading and Drainage:

Trustee Johnson said Ms. Harding was not present.

d. Discuss Replacing Faded Signs Throughout the District:

Trustee Patterson said this was Trustee Otto's item and since Trustee Otto was not present, this item would be continued to the next meeting.

7. Old Business:

a. Current and Future Development Impacts, Funding Needs and Recommendations About Washoe County Warm Springs Area Plan or Specific Plan Area:

Guest: Eric Young, Senior Planner, Washoe County

- Warm Springs Area Plan and Warm Springs Specific Plan Updates; and,**
- Palomino Farms/Truckee Meadows Water Authority (TMWA) Feasibility Study; and,**
- Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):**

Trustee Dennis stated that Eric Young had just arrived (6:18 p.m.).

Trustee Dennis explained he made a presentation at the CAB (Citizens Advisory Board) meeting last month and tried to coalesce a number of ideas.

In response to Trustee Dennis' question, Mr. Young stated he was working on all the Washoe County area plans all at once.

Trustee Dennis stated he collectively brought a number of issues he thought needed to be addressed in the area plan and with the County both in terms of funding and looking out for what the needs of this Valley are going to be as we progress into a new area plan. He said the Special Plan Area (SPA) has lots of issues concurrent with the area plan, including the Truckee Meadows Water Authority's feasibility study on the possible use of this area's aquifer as a storage reservoir and the possible use of treated effluent for agricultural irrigation. There was also the issue of flooding and the impact on our roadways. This area deserves some scrutiny and some help from Washoe County.

Trustee Dennis said he didn't have definitive questions, but some of the issues he brought up at the CAB meeting were regarding parceling in the SPA. He explained as for who was going to maintain the roads, in the past, it was going to be handled by homeowners associations (HOAs) and developer-paid improvements, but that didn't happen. When a 40-acre parcel is divided into five-acre parcels, we get eight times the traffic and average daily traffic is considerable, and assessments need to be done. He thought looking at 92 miles of roads needed to be done so we could come up with some fiscal responsibility that we think needs to occur in the area to maintain the roads.

Trustee Dennis said we needed to look at taxation source money; the money basically comes from the State, except for the ad valorem tax. We have three sources of revenue: ad valorem, consolidated tax, and the LGTA tax. We needed to look at what the future revenue amounts would be, and then collectively look at the assessments on the roads and what finances would be needed to maintain our roads in the future, and what's going to happen with the SPA and those roads in concert with what the County needs to do to integrate that into the new area plan.

In response to Trustee Johnson's question, Mr. Young stated it was true that the smaller-lot zoning that was granted in the SPA would remain unchanged with the area plan update.

Trustee Johnson said the PVGID's role is predominately road maintenance and small lot sizes have an impact to the District in a number of ways. What we have seen to-date, didn't follow the original planning documents that required developers to pay into a fund or improve the roads, one or the other, and developers did neither; actually developers paid into a fund, but the fund was then refunded to the present property owners. The roads have not been improved with the development that has occurred to-date. Those roads started out not meeting anybody's standards, and they still do not. The later development that has come along in the past few years has been in the form of a series of parcel maps. We haven't seen subdivision maps, per se, and so the County has not required paved streets to County standards, has not required HOAs be formed to maintain those paved streets, and so forth. The impact on the Valley and the PVGID and the citizenry will be significant if development of the entire Valley through parcel maps and serial parcel maps are allowed to continue. We will wind up with the same small lots, we will wind up with dirt roads, we will wind up with poor air quality because of the increased traffic with

these small lots and increased dust generation. There are a significant amount of impacts to the GID if we are charged with the maintenance of these roads.

Trustee Johnson said in his experience, development never pays for itself. Under this agenda item, we have discussion of a resolution to establish requirements for parcel maps; what conditions should be put on parcel splits in regards to roads? He said there's a lot of difference in the amount of traffic generated when you have a split into 40-acre parcels versus splitting into 2.5- and 5-acre lots. He said a classic road example is Broken Spur. In the original planning documents, Broken Spur was to be paved to County standards; none of that was done, and now we have houses out there. It's difficult to do that now because there was no engineering plan of how to take care of drainage; driveway culverts are sitting up high and don't drain anything; it's a big mess.

Trustee Johnson said shame on the County for allowing this to happen, shame on past GID Boards for allowing that to happen without fighting it. He addressed Mr. Young and asked, for our general understanding, at what point does the County require surfacing of roads in new developments, and who assumes maintenance of roads in new developments?

Mr. Young said everything said was accurate as far as he could remember. He said he has been working at the County for 22 years, and a lot of what happened predates him. Specific to Trustee Johnson's question in terms of the difference between a parcel map and a subdivision map, it is the number of parcels being created. He explained the County used to allow what's called "serial" parceling. That practice is now prohibited and a developer must wait five years between parcel maps (of 4 parcels or less); if a developer submits subsequent parcel maps for the remainder of a parcel in less than five years, it's considered a subdivision and the developer must do all the subdivision improvements - roads, water, and sewer.

Shawn stated a contractor bought the majority of the lots formerly owned by Murphy and is building houses on those lots but they don't pay anything to the GID until the house sells. There should be something we can impose on these contractors while they are constructing these homes.

Trustee Johnson said unfortunately the impact to the GID was not only what he mentioned before but all the construction traffic on our roads while the homes are being built. In the approval of subdivisions, construction haul routes are stated, and if there is damage to those haul routes, the developer/contractor will be liable for the damage. That is not the case here, and the GID is left out. Because these parcels were allowed in the SPA, there's a steady parade of construction traffic on these roads, and that was done under parcel map divisions. The PVGID has no recourse, and we can't grade these roads fast enough; dirt roads, in the dry of summer, will washboard in a week. We'd have to neglect the rest of the Valley and dedicate a blade and a water truck to those specific roads. Developers/contractors working on new subdivisions are required to maintain the haul routes and have a blade and a water truck dedicated to doing exactly that.

Trustee Johnson said, going forward, this Board has to scrutinize and come up with approaches that somehow place some of that burden onto developers and take it off the citizenry of the entire Valley, because if we try to maintain their haul

routes, nobody else in the Valley gets any maintenance done to their roads. After build out, who maintains those roads? Are there HOAs that are responsible?

Trustee Dennis clarified that the roads within the SPA were to be maintained by the SPA property owners, except for a few roads that crossed the SPA.

Mr. Young said there was kind of an assumption that the GID would take care of those roads.

Trustee Johnson said in the original plan, roads like Broken Spur were to be improved to County standards and were not and have not.

Trustee Dennis explained that parceling was happening haphazardly throughout the Valley.

Mr. Young said he wondered how the GID could make contractors responsible for impacts made by their construction traffic?

Shawn said he has contacted the builders and asked that they use Ironwood Road, but they will not do it; the subcontractors, workers, suppliers, etc. use GPS that takes them in on Whiskey Springs to the dirt portion of Broken Spur. He mentioned how the former developer (Murphy) put down Cape seal on three sections of roadways in the SPA.

Trustee Dennis clarified that Mr. Murphy did that in order to sell the lots; it was not required by the County.

Trustee Johnson asked Mr. Young if the GID could ask the County, as a condition of approval on these parcel maps, to designate haul routes?

Trustee Dennis clarified for Mr. Young that the GID roads are on easements, and we have no enforcement ability.

Trustee Patterson asked Mr. Young if there was a way to integrate into the Warm Springs area plan any conditional assessments or impact fees for development traffic?

Mr. Young said there was no new revenue available through the area plan in terms of an assessment. We could work on trying to establish haul routes. He said the most interesting things he has learned over the last month and in reading some of the documents sent to him, was how the GID gets its money and where it comes from, and how the GID's charter was set up and how that works. GIDs are different throughout the County and they are complex. The PVGID just does roads; there aren't any GIDs that are exactly alike. He said he would love to hear the PVGID's ideas for what they think the County needs to do. He said his ideas are a little bit more long term and are based on things he knows the County would be willing to do. He said you're more than willing to give it a shot in asking the County to give you more money. He said he knew that the GID received some money from a Federal subgrant through the County. He said the County would probably not give the GID anymore money right now.

Trustee Johnson said we approached the County about ten years ago about gas taxes.

Mr. Young said the GID had legitimate questions about this GID being set up under a certain idea and that idea went away and the GID was left holding the bag. It's very legitimate to say, "County, you set up the original idea, you should

help us figure out what to do.” To figure out what to do, especially if you call in the government, you’re not going to get your answer soon. He said he believed the GID had a very legitimate issue, and he was conveying that to the people he works with in the County. He said he was hearing back from some, who said the GID needs to redo the way they get their money; the GID needs to redo their charter. He said his reply was the County needs to help the PVGID with this. The way to do that is probably with a consultant and an attorney to help with re-chartering and redoing where the GID’s money comes from; reconceive the financing scheme and get some more money. That might mean charging everybody who lives on GID roads more money, but he didn’t know and it was not a short-term matter; it might take a year to get an answer.

Trustee Johnson stated unfortunately the GID’s tax rate was at its max.

Mr. Young explained that could be put in this area plan, and he had already drafted similar language that these issues exist; that the resolution to these issues would be for the County to work with the PVGID and/or the community; the relevant stakeholders. He said the issues needed to be defined and put some numbers to the issues. We need the County to help the GID find a consultant and an attorney to work this through. He said that was the best he could offer the GID and he would put that in the area plan.

Trustee Dennis said there were more complex issues involved like the 100-year flood plain through the specific plan area ...

Mr. Young interjected that flooding issues would be another set of policies ...

Trustee Dennis continued and said there were a lot of things that needed to be looked at: floods, funding, taxable revenues, what’s going to happen in the SPA with the residents there, how we work out the fairness issues between the people with the 40-acre parcels and the privileged ones that bought a house in the SPA and what was that doing to the rest of the revenues. He thanked Mr. Young for his offer, but just putting it in the area plan as to something we’re going to look at, didn’t cut it for him; he wanted to see something in the area plan that says to the County, “This is what we’re going to do, this is the laid out plan, this is the schedule, and the implementation of it.”

Trustee Patterson said he did not disagree with Trustee Dennis, except for the fact that getting some language in the area plan opens the door to this long-term process without us just beating on the table; it’s in the plan and moves us forward.

Mr. Young said he did not disagree with Trustee Dennis that this should have been done years ago; it’s been a problem, a slow-burning fuse and everyone just sat and watched it. He said his timeline was to have all the area plan updates wrapped up by the end of July next year. He said don’t have a big, long list of implementation measures, of promises, that you know you’re not going to do. Instead, have a very short list of things that you’re committed to actually doing.

In answer to Mr. McCoy’s question, Trustee Dennis said we can’t come up with a definitive number for the costs associated with maintaining roads and therefore, don’t have a way to charge for construction traffic damage to roadways.

There was some discussion about haul routes and trying to get contractors to take certain routes. Too many people were talking over each other. Trustee

Johnson did relay the situation that occurred a few years ago when a developer proposed to have construction traffic accessing the new development from Grass Valley Road onto Ironwood Road. He explained that heavy-truck traffic would destroy the thin, Cape-sealed section of Ironwood Road, but the County would not force the developer to improve that section of Ironwood Road because that would be a “betterment.”

Mr. McCoy asked if instead of fixing all of these access roads, wouldn't the money be better spent on gates for certain entrance roads?

Shawn said the roads could not be gated.

Trustee Dennis said the idea behind the condition assessment of our 92 miles of roads was what the traffic in the future would bring with regards to certain cause and effects and the cause and effects can't be determined until we know what the County is going to do with the SPA and the densities of the development that's going to occur. Until we know that, we don't know what the average daily traffic would be, so we can't determine what the finances need to be to maintain the roads that we have and the capital improvements that need to take place.

Mr. Young said that's why he thought a consultant was needed to evaluate the possible scenarios and what the associated costs would be for each scenario. He stated the County was not taking away the existing zoning in the SPA.

Trustee Johnson said in his former life he was the corporate Vice President of SEA Engineers, the largest civil engineering group in Northern Nevada. It was SEA's planning group, Randy Walters in particular, who did the [specific] plan. He explained to Mr. Young that the GID does not have the money for the consultants and attorneys Mr. Young has been talking about. We have about a quarter of a million dollars annually to do [road] improvements to maintain our miniscule amount of asphalt surfacing. Every other penny goes into grading and just maintaining these roads.

Mr. Young said he understands the GID doesn't have the money. He said it would probably cost around \$100,000 and we would look for that from a variety of sources, including the entirely new grant department at the County. He said they would ask the GID to look for grants themselves. The only barrier to moving forward with a consultant and attorney would be where the money would come from; once the money issue was solved, they could move forward. The County Commission holds the purse strings to the County funds. Commissioner Herman is fully aware that she is the conduit for people who want money out here.

Trustee Johnson addressed Trustee Dennis and stated that Commissioner Herman should have been here tonight.

Mr. Young said if Commissioner Herman is the commissioner going forward, she's the one you'll want to contact from time-to-time about this item being in the County's strategic plan.

Mr. Young said he understood there was significant fear and frustration, and he was working to get his management to understand and respect it. His management's big fear is that the idea that money is going to solve the problem; they don't just want to give the PVGID money, and they want to feel that the PVGID is taking the lead in determining their own issues and solutions and the County would be more of a facilitator of that.

Trustee Dennis interjected and stated he wanted to give an example of why he liked Mr. Young's consultant idea. He said if he came up with a plan and he was on a 40-acre parcel, it might be perceived that he was not being fair to the people who live in the SPA. He said he didn't want to appear that way, so if we could come up with a fairness way, so that people, when they see this going forward, in terms of a consultant's view, it's a look from the outside. He said he was bringing up the issues to be resolved so that we could start this process and hopefully we would get a consultant that does the condition assessment of the roads, looks at how things need to be done to be fair, looks at the flood plain going through the middle of the SPA when nothing's been done so far, that was going to be done when the specific plan was approved; yet houses were being built out there in the middle of that flood plain. There were disasters waiting to happen and he didn't want to be part of that. He said the Board has a fiduciary responsibility to the GID, but he sees bigger issues confronting the community and he was worried about those; floods wipe out roads and then it costs huge amounts of money to fix the roads.

Trustee Johnson asked Mr. Young if he knew of any GIDs that maintain roads that do not own the right-of-ways, they are just access easements across private property, which our roads are?

Mr. Young said he didn't know of any in Washoe County.

Trustee Johnson said the PVGID was established for the benefit of the developer; the developer set up the language that formed the GID because the developer did not want to maintain 92 miles of roadways and wanted to get out from underneath that liability. The developer approached his legislators and got it pushed through the legislature, and the developer then got it authorized through Washoe County to get him off the hook and put it back on to the citizenry. For every city and county development that goes through, their roads are developed to some standards. Washoe County subdivisions are that way too, but here in Palomino Valley, we have bulldozer tracks that were four-wheel drive access to individual parcels, and all of a sudden, those are PVGID-maintained roads. We've come a long way from then to where we are now. Shawn does a magnificent job in maintaining, with two men, 92 miles of roads; it's a death-defying feat. There isn't a roadway in our system that meets County standards.

Mr. Young said there are some things they can check into that don't have to do with the long-term approach. They can look into if the County can condition these parcel maps to require some kind of remediation to the construction traffic. He said he would ask about that.

Mr. Young then talked about the pros and cons of having a "rural" standard for roads. He explained the negative of such "rural-standard" roads was having roads that look good when they are first put in, but they don't last and they breakdown really quickly; they are difficult to maintain.

Renee Rezendes said this was really interesting; she has attended Commissioners' meetings and she's seen how they operate, and then coming here and listening to everyone trying to work through everything. "Wow, what a difference."

Ms. Rezendes said she appreciated how candid you are about the Commissioners and dealing with them, because she sees that the

Commissioners are for the developers, except for Jeanne Herman. Ms. Rezendes made some other comments about a developer in Spanish Springs.

Trustee Dennis said Commissioner Herman did call him and they had a conversation. He said a lot of what Mr. Young was talking about in terms of how to coalesce some kind of a document into an area plan and then deal with future matters, Commissioner Herman was thinking about now. Nobody has the total concept down.

Mr. Young explained we were still talking about it taking quite a while before the actions he would take would lead to the County getting a consultant, and there was no reason to wait on him to get that in there. Keep talking to Commissioner Herman and any other contacts you might have with the County.

Trustee Dennis said defining what we actually need to do has been very difficult for him because there were multiple issues, at multiple levels. Determining the consultant's scope of work is difficult.

Mr. Young said the consultant knows how to refine the scope of work. He said he thought Trustee Dennis was over thinking this a little too much in terms of what we need right now. He said to start writing down what they thought we need, but it was not too soon to start trying to get this to happen.

George Boyce said he thought there was a simple solution: all you have to do is put in the special plan, when you come up with a new one, if you want to split up a parcel, you have to bring a County-standard paved road to it.

Mr. Young said he was going to ask what the legal framework of doing something like that would be. He said he would find out what the reason is for the County not having such a requirement, and if there is no good reason, they could put that in the plan, but if there is a good reason, he would let us know what that reason is.

Shawn addressed Mr. Young and stated another problem we have is not being able to get an abandoned vehicle towed.

Trustee Dennis clarified for Mr. Young that's because these are private roads and therefore abandoned vehicles are on private property.

Trustee Johnson said the problems just domino out here; we have a recommended maximum speed limit of 35 miles per hour and people drive 70. We have no enforcement authority and Washoe County Sheriff cannot enforce any speed limits out here because it is private land, an easement, and not a public road by definition. The PVGID is "special."

Trustee Johnson said a lot of our future also rests on Truckee Meadows Water Authority (TMWA) and whether or not they go forward with their effluent irrigation and groundwater storage because that will remove approximately 1,560 lots that are presently authorized to be built in the SPA. It would make it easier on the GID if the GID did not have that many more homes served by our roadways.

Trustee Dennis said that would keep the rural area very rural.

Trustee Johnson said there are a number of unknowns that we are still up in the air about.

Tom McCoy referred back to the rural road standard that Mr. Young had referred to and had advised against. He suggested a rural road standard that was longer-lasting and would be cost-shared by the developer and the GID. Was that something to consider?

Mr. Young said he liked hearing ideas. He said if a rural road standard was developed, the County would require the developer to use that rural standard. If the GID wanted to work out a deal with the developer, they could do that.

Trustee Dennis brought up the Regional Transportation Commission (RTC) and how the RTC collects money and can bond and puts in major road systems like the Veteran's Parkway. The PVGID doesn't have any money to give a developer to do any roadwork; we don't have a basis for adding to anything a developer might want to do.

Mr. McCoy said what about putting the cost to maintain a road into that improvement being done by a developer? He thought that would add value to his property and make his life easier.

Trustee Dennis said he understood; people get very upset when a paved road goes away because they feel they just lost \$30,000 value on their lot.

Mr. Young said a consultant can help the GID define what the situation is, and then they would give the GID a series of options, the pros and cons of each option, and the associated costs for each option. The consultant would make the GID choose what option to implement.

Trustee Dennis stated everyone needed to understand that the SPA currently has specific requirements for development, and that was paid for by developers, by assessments, and by homeowners associations within the SPA. He said if that goes away, the consultant has to come up with a fair and equitable way of dealing with the whole, and that was a difficult situation because there were "haves" and "have nots." We were not granted the ability to parcel our 40-acre parcels, yet those within the SPA can subdivide and make money off of parceling their land; SPA property owners are at an economic advantage over those outside of the SPA.

Trustee Patterson addressed Trustee Dennis and said Mr. Young talked about the implementation measures in the area plan. He said, with Trustee Dennis taking the lead, he thought Trustee Dennis should have some GID-specific issues, not community issues, that Mr. Young could include in the area plan that the GID could rely on, moving forward, if we don't get to the end game.

Trustee Dennis agreed, but said he needed help with that.

Mr. Young said he would put something in the area plan. He said the GID needs to attend the Board of County Commissioners' (BCC) meetings when the area plans are being reviewed and approved and advocate for those GID-specific policies in the area plan. After the plan is adopted, the GID needs to go to future BCC meetings and thank the Board for adopting the plan and asking for the Board's help in taking the next steps. Every planning area he goes to has a couple of implementation measures that are going to be important to them. The people in those planning areas are going to be bugging their commissioners to

make it happen. This community needs to do the same - show up to BCC meetings and in a nice, polite way ask for those area plan next steps to be taken.

There was a brief discussion about water rights, which is not the GID's purview.

Mr. Young was thanked for coming out tonight, for listening, and for being very informative.

b. Update on the American Rescue Plan Act (ARPA) Subgrant from Washoe County, the 2022 Road Restoration Project and future Board action regarding such:

Trustee Johnson updated everyone on the road restoration project and explained that the grant was for improving portions of three roads: Right Hand Canyon, Sharrock, and Broken Spur. The bid received was over the grant amount by a little over \$34,000. A special Board meeting was held on September 29th and the additional funding was authorized. Work proceeded on September 30th and was completed on October 19th. Edge pavement reinforcement was placed on Sharrock from Amy to Broken Spur and on Broken Spur from Sharrock to Morgan Ranch. Right Hand Canyon was patched by the contractor, and Shawn rescued that at the last minute and did some additional patching.

Shawn interjected and thanked Trustee Johnson for his help with that additional patching.

Trustee Johnson continued and explained he confronted the contractor about the deficiency of patching on Right Hand Canyon Road, and the contractor, at no cost to the District, placed an additional layer of micro-paving over that 980-foot section. Residents should, hopefully, be very pleased with the outcome. The workmanship was good and we should have some good performance out of these roads.

Trustee Patterson gave an update on the grant, and stated throughout the process activity and financial reports have to be submitted. Cathy has graciously agreed to do the financial reports and he will do the activity reports. He said he thought we would take a draw from Washoe County in November to reimburse us and hoped the entire grant was closed out by the end of November. We will submit the contractor's invoice and a copy of the check payable to the contractor and then the County will reimburse us.

Trustee Patterson explained that throughout the [construction] process, Trustee Johnson took the lead, but allowed Trustee Patterson to tag along and learn the whole process. He said it was invaluable to him, and thanked Trustee Johnson. He said after this grant is closed, he would work on trying to get more grant funding.

Several people thanked Trustee Patterson and Trustee Johnson.

Trustee Johnson said he wanted to commend Trustee Patterson who took the lead in identifying this potential grant with the County, because he himself had beat his head against the wall with the County for over a decade, and this was a unique time in history with the infrastructure bill throwing money at all the local municipalities. We owe Trustee Patterson a debt of gratitude.

Trustee Patterson said we, the Trustees, are not perfect people, but our intentions are good. He said he wanted the taxpayers of the Valley to know that the intentions of the Trustees, the contract workers, and the employees are to make your lives better and make your roads better, and we're doing the best we can.

c. Possible Grant Request to the Federal Highway Administration for Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:

Trustee Johnson said this grant should be open after the first of the year.

d. Maintenance Agreement Letter to the Virginia Peak Communications Site Users:

Trustee Dennis said he had been busy with the area plan update matter and did not have time to work on this item.

8. New Business: None

9. Judicial/Government Affairs:

Mr. Mansfield was not present.

10. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month's meeting will be on November 17, 2022.
- The acceptance of the audit will be on the November agenda.
- Vickie should have the first quarterly economic survey ready to be signed at tonight's meeting; it is due November 14th.

Trustee Dennis said the report was signed.

11. Correspondence: None

12. Public Comment:

- Jim Currivan asked what was happening with maintenance shop building?

Trustee Dennis stated there was an update at the last meeting and the funds are available for the building. Shawn was going to look into what's needed for the building permit, updating the plans, and updating the costs, and will work with Trustee Dennis on this project.

Shawn stated he had completed those items and sent them to Trustee Dennis.

Trustee Johnson asked to have an update of this item on next month's agenda.

- Lenora Dorrell said she was stuck in the middle of the School Transportation Department and the GID. She said she was trying to figure out why the School Transportation Department is telling her that the GID says they are not allowed to take long buses off the paved areas of the Valley.

Shawn said there is a shortage of bus drivers and the bus routes have been shortened.

Ms. Dorrell said she has been told two different things: a) The GID has said the roads are not safe for the school buses, and b) The school buses are not allowed off of the paved areas of the Valley.

Shawn said the GID sent a letter to the School District stating the GID had no control over the bus routes.

Ms. Dorrell said, "so you have no objection to the buses driving around the Valley to pick up the kids?"

Shawn said we don't like heavy buses and heavy vehicles going very fast, and tearing up the dirt roads that aren't asphalt surfaced or Class E surfaced because they do a substantial amount of damage to the roads.

Ms. Dorrell said she agreed with that. She said she needed to know what information was valid and what information was misinformation.

Trustee Johnson asked Cathy to find that letter and email it to Ms. Dorrell.

- Ms. Dorrell said she had one additional comment. She said she wanted to commend the Board because when she moved out here nine and a half years ago, she had to say she has lived in many areas in this country that were dirt roads and these were the worst, hands down. She said she could not say that anymore; since Shawn has taken over, she has watched these roads improve dramatically. She wanted to thank Shawn and the Board and she really appreciated the work they have put forth.
- Renee Rezendes asked if there were openings on this Trustee Board?

Trustee Johnson explained Trustees run in the general election and candidates are on the ballot.

Ms. Rezendes asked how she gets to know the candidates?

Trustee Johnson stated two of the candidates were present tonight: Jim Currivan and Greg Dennis.

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

13. Board Member and Staff Items:

- Trustee Patterson asked to have an item on next month's agenda in the Road Report section regarding another discussion about the road project for Broken Spur from Morgan Ranch to Whiskey Springs.

14. Adjournment: Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:57 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF October 17, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of October 17, 2022 - Almost CD #5010	320,957.42
	Balance as of October 17, 2022 - A/P / General Ckg #4179	656.92
	Balance as of October 17, 2022 - Payroll #4430	20,000.00
	Balance as of October 17, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	342,014.34

<u>Wells Fargo - Almost CD #5010</u>	Balance as of September 12, 2022	188,655.48
Income for the Month		
Ad Valorem/Property Tax	129,562.84	
Consolidated Tax (CTX)	45,936.66	
LGTA/Fair Share	377.00	
Other Income	0.00	
TOTAL	175,876.50	
Interest Income	2.38	175,878.88
Transfer to Wells Fargo #4179	(7,250.00)	
Transfer to Wells Fargo #4430	(36,326.94)	(43,576.94)
	Balance as of October 17, 2022	320,957.42

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of September 12, 2022	759.72
Transfer from Wells Fargo #5010	7,250.00	
Interest Income	0.13	7,250.13

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	10009	2,851.55	Secretarial \$1,845.00, Accounting/Financial \$1,730.00, Office Supplies \$42.72, Public Relations \$75.00	
Flyers Energy	10010	2,294.58	Fuel	
Granite Construction	10011	921.41	Cold patch 7.0 Tons @ \$129.00/ton, \$18.41 Energy Surcharge Right Hand Canyon	
Humana Insurance Company	10006	(197.41)	Monthly Dental & Vision Insurance-check#10006 returned and voided. New payment issued with online Bill Pay	
Pyramid Business Services	10012	1,482.80	Monthly Bookkeeping and Payroll \$1,405.55, Office Supplies \$77.25	
TOTAL		7,352.93		(7,352.93)
			Balance as of October 17, 2022	656.92

ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 10/20/2022 Meeting - Agenda Item 5.b.

Total Cash in all Bank Accounts as of October 17, 2022	342,957	
ARPA Subgrant Award	250,000	
Additional Revenue Expected Through August 31, 2023	812,687	

ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023	1,405,644
--	------------------

LESS Average Monthly Expenses (\$35,000) x 10.5 Months	-367,500	
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LESS: ARPA Subgrant Project \$250,000; Mag-chloride \$19,000;

Capital Outlay FY21&22 Carryover \$105,163*;

[\$*5,000 for 2 Pickup Trucks from TMFire (Pending)];

Capital Outlay FY23 \$125,000;

Unexpected Repairs (\$5,000/mo x 10 mos); Class E \$16,500;

Workers' Comp \$1,728 (Nov, Feb, May) & \$2,000 (Aug);

Audit 11,378 - 7,128 = \$4,250 (Nov); Insurance \$12,000 (July)

-589,097

LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	
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ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2023	-1,016,597
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ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023	389,047
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Additional Revenue Expected Through AUGUST 31, 2023:

From 2022/2023	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
340,854	340,000	Ad Valorem	Nov '22 thru Aug '23	210,437
645,531	615,000	CTX	51,250 x 11	563,750
40,000	42,000	LGTA	3,500 x 11	38,500
1,026,385	997,000			812,687

	-29,385	Difference between Budget and Estimated Operating Funds Report Projected Revenues
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MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	18,000	20,975	-2,975	
Other (non Road Maint)	17,000	11,783	5,217	
	35,000	32,758	2,242	
			A/P Acct Exps	7,353
			P/R Acct Exps	36,327
Road Maintenance		10,922	Petty Cash Exps	0
TOTAL EXPENSES		43,680		43,680

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 10/17/2022, Actual Revenue was More Than YTD Estimated By:

\$2,126.50

AD VALOREM (Normally received around the 10th of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
at 09/12/22 (35%)	119,000.00	0.00	-119,000.00	-119,000.00
9/15 and 10/13/22	0.00	129,562.84	129,562.84	10,562.84
November (21%)	71,400.00			
December	0.00			
January	0.00			
February (21%)	71,400.00			
March	0.00			
April (21%)	71,400.00			
May	0.00			
June	0.00			
July (2%)	6,800.00			
August	0.00			
	340,000.00	129,562.84	-210,437.16	

CTX (Normally received at the end of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/28/2022	51,250.00	45,936.66	-5,313.34	-5,313.34
October	51,250.00			
November	51,250.00			
December	51,250.00			
January	51,250.00			
February	51,250.00			
March	51,250.00			
April	51,250.00			
May	51,250.00			
June	51,250.00			
July	51,250.00			
August	51,250.00			
	615,000.00	45,936.66	-569,063.34	

LGTA (Normally received mid-month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/16/2022	3,500.00	377.00	-3,123.00	-3,123.00
October	3,500.00			
November	3,500.00			
December	3,500.00			
January	3,500.00			
February	3,500.00			
March	3,500.00			
April	3,500.00			
May	3,500.00			
June	3,500.00			
July	3,500.00			
August	3,500.00			
	42,000.00	377.00	-41,623.00	

PVGID OPERATIONS MANAGER'S REPORT

Report Period 9/12/2022 to 10/16/2022

ATTACHMENT: 10/20/2022 Meeting Agenda Item 6.a.

ROADS GRADED AND/OR COMPACTED:

1. Wilcox Ranch: Amy to Crazy Horse
2. Broken Spur: Whiskey Springs to Allium Ct
3. Pasture View: N
4. Pasture View: Whiskey Springs to Sharrock
5. Pasture View: S
6. Sage Flat
7. Anniversary
8. Peak E-W
9. Right Hand Cyn: Beginning of Class E to 3300 RHC
10. Chantry Flats: Repair drainage and escapes, grade and spread 235 yards DG over exposed rock areas
11. Wrangler Rd: Repair drainage and escapes, grade and spread 161yards DG over exposed rock areas

OTHER ROAD WORK:

1. Whiskey Springs at Pyramid: Stop sign hit and knocked down, Reinstall
2. Wilcox Ranch between Charlie's curve and Goodher: Haul shoulder backing to fill in areas where flash flooding washed away shoulders and used backhoe to fill
3. Quaking Aspen - Wilcox Ranch to O'Hara: Spot areas with Mag-chloride
4. Wilcox Ranch: Mag-chloride bridge and S-turn over large culvert
5. Right Hand Cyn - Wrangler to Raptor: Pull ditches and escapes
6. Right Hand Cyn: Sweep to prep for micro-paving; Used 7 tons of cold mix near end of pavement to finish the patching (that the contractor did not complete) in preparation for micro-surfacing
7. Sharrock - Amy to Broken Spur: Sweep in prep for edge paving and chip seal
8. Broken Spur - Sharrock to Morgan Ranch: Sweep in prep for edge paving and chip seal
9. Ironwood Pit: Push and screen material

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings

EQUIPMENT:

1. 98 Pete water truck: Prep for Auction and take to Gardnerville (Sold)
2. 05 Int. water truck: Engine has a miss, had Silver State Int. check with scanner. Conclusion, Scanner did not find anything, Mechanic said the engine is worn out. Check IPR valve, it was bad R&R. Pull valve cover & high pressure oil rail replaced O-rings and Jake brake valve. "Still not right". Had bad wiring at Headlamps and tail lights, Repaired.
3. 96 Pete Bobtail: Had Silver State Int change parameters in ECM to stop it from shutting off after 5 minutes at idle
4. 01 F450: Radiator upper hose outlet broke off, R&R Radiator and upper hose
5. 95 Pete water truck: Weld patches of sheet metal over holes in tank. New steer tires.
6. 93 Kick broom: Air box cover fell off ceiling, Reinstall
7. 89 Dozer: R&R batteries

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, DG=DG Added, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prtl	G				
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prtl		G prtl			RGMC prtl	MC prtl			
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G						R/G		
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prtl	CC(1)				
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R		R		
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G								
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G			R/G		
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prtl			R/G prtl		
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM						AM		
UP	Chantry Flats	1.1		D				G	G			G/D/DG		
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6									R			
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G				R		
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G				R		
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G						
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G		G prtl			
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prtl		G prtl			
UP	Grass Valley (Pyramid - Wayside)	2.6					G prtl							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G					

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G				
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D							R			
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5										G		
UP	Pasture View (Sharrock - South End)	0.5										G		
UP	Pasture View (N)	0.8				R/G						G		
UP	Peak (E - W)	0.7				G			G			G		
UP	Peak (N - S)	1.7							G		Sign			
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5										R		
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G	CE/ER/MC	MC prtI		
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						

FUNDING NEEDS AND DEVELOPMENT IMPACTS OF PARCELING
ATTACHMENT - 10/20/2022 Meeting - Agenda Item 7.a.

By Greg Dennis, President of the Board

Subject: Information to Send to Washoe County as a Request For an Analysis On Revenues To The PVGID Derived From The Addition Of Parceled Land In Warm Springs/Palomino Valley

1. First, I realize this must be a "general" question because everything is always being updated, re-evaluated or is changing in value. An average would suffice as my question should lead to either an increase in or decrease in or no change to operating funds.
2. Currently there is ongoing parceling of land within and outside the Specific Plan Area (SPA) in Warm Springs (Palomino Valley)
3. The current funding for the Palomino Valley GID is shown in the table below:

PVGID - PROPERTY TAX PERCENTAGE OF TOTAL REVENUE						
Prepared by Cathy Glatthar July 19, 2022						
		Property Tax (Ad Valorem)	Consolidated Tax	LGTA Fair Share	TOTAL	Property Tax Percentage of Total
Estimated	FY 2021-22	\$315,000	\$534,000	\$49,000	\$898,000	35%
Actual	FY 2020-21	\$308,744	\$487,865	\$43,014	\$839,623	37%
Actual	FY 2019-20	\$275,817	\$433,365	\$39,026	\$748,208	37%
Actual	FY 2018-19	\$265,406	\$412,591	\$36,732	\$714,729	37%
Actual	FY 2017-18	\$256,683	\$359,380	\$38,854	\$654,917	39%

The original setup for the GID (circa 1975) centered around 40-acre-minimum parcels. Today that is not the case for the zoning in the Specific Plan Area, adopted by the County Commission around 1992, where higher densities are allowed. The Specific Plan Area, when the County Commission allowed for the increased densities in the 1990's, incorporated within the new Area Plan for the SPA that this newly zoned area would be supported by their own internally paid infrastructure in the form of HOA fees and Impact Fees for both transportation and floodway mitigation needs for buildout. The new subdivisions would be also built out to "County Standards" such as paved roadway arterials and such. Any maintenance or repair and replacement would be the responsibility of the HOA or similar administration group. The

obvious dilemma that since the proposed subdivisions within the SPA appear to have failed the feasibility studies of being able to implement subdivision(s) within the SPA as lack of sewage disposal and water rights issues were and are involved, and then Washoe County handed back all the monies collected through SPA initiated impact fees because of legal actions; that a new updated Area Plan would need to address these issues. Much of this would be through work by the County staff not the PVGID. My questions revolve around bringing to light the financial and maintenance issues that need to be addressed and included in the Area Plan updates. Please note that in this unincorporated area of Washoe County we do not have sufficient anything (people, funding nor access to formulation of taxes) to accomplish these tasks.

So, if we now look at a newly parceled lot with a home constructed thereon, the Ad Valorem tax obviously goes up by some amount. However, the above tax structure revenues show the GID receives monies based on three components of revenue, not just Ad Valorem tax. **As each parcel is added to the GID's responsibility, does the District receive any additional revenue from the other two tax revenues (per residence) and what does the long-term revenue trend show? If the other two tax sources, LGTA and Consolidated Tax, are derived solely from sales tax revenue, how does one calculate long term revenues? If the Ad Valorem tax only increases the gross income by around a third per new added parceled residences because the other two tax incomes do not change or are solely dependent upon sales tax, how does the GID maintenance pick up the remaining two thirds of funding lost per residence?** (Remember the SPA was never included in the GID's purview to fund SPA roadway needs nor buildout maintenance.)

This analysis needs to be further studied and determined for buildout funding needs, including total funds divided by total residences at buildout and current for the entire GID's area of responsibility. This would give a more correct picture of current revenue streams and be useful in determining lack of needed funds or excess for the buildout of the area including both the entire GID's area of responsibility and what may be included should the GID Board.

While the above revenue analysis is helpful, what also has not occurred for the Area Plan update for Warm Springs is a complete analysis of the funding required as the area's residential units increase (or specifically traffic counts that would determine the costs required to maintain all the area's roadways).

An additional look at the data needs requires one look at the increase in residential units both within the SPA and outside on an annual basis before any conclusions could be surmised.

REGULAR MEETING

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

Thursday, November 17, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, November 17, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Don Otto, and Larry Johnson. Trustee Dan Helton was absent. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Patrick Mansfield, 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 20, 2022:**

Trustee Dennis asked to have the words "source money" added after the word "taxation" in the first sentence of the fourth paragraph on page 4.

Trustee Patterson made a motion to approve the minutes as amended. Trustee Johnson 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). The total cash in all accounts was \$459,830.04. Income for the month was Ad Valorem/Property Tax \$64,374.03, Consolidated Tax (CTX) \$47,237.89, LGTA/Fair Share \$6,016.96, and income from the sale of the 1998 Peterbilt 377 water truck for \$40,385.00.

Vickie reviewed several of the payments: 1) Eide Bailly \$4,250.00 for the final billing for the FY 2021-2022 audit; 2) Amazon.com \$1,394.25 for five (5) Toyo tires for the 2001 F450; 3) Sunbelt Rentals \$882.34 for rental of a water truck for Curnow Canyon Road; 4) Western NV Materials/Pyramid Materials/Teichert \$4,082.11 for Class E material for Bacon Rind Road (south) [601.94 tons]. She mentioned repair parts for the 2005 International water truck were purchased but many of those parts were returned.

Trustee Dennis said he liked what Shawn and the crew did when they had some moisture on the roads, they went out and graded a number of roads and then came back a day or two later and compacted those roads; they took advantage of the moisture in the soil.

Trustee Johnson commended the crew and stated that was the proper thing to do.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the Estimated Operating Funds report (see attached). She stated the Estimated Net Operating Funds for Road Improvements as of August 31, 2023 was nearly \$371,000; which was down from last month due primarily to the overage of \$35,000 on the road restoration project recently completed by Sierra Nevada Construction (SNC).

c. Possible Acceptance of Annual Audit of Financial Statements:

Cathy Glatthar stated the Board was being asked to accept the audit of the June 30, 2022 financial statements. This is the required annual audit by an independent auditing firm that is certified to conduct government audits. The auditing firm of Eide Bailly performed the audit and concluded, "The District conformed to all significant statutory constraints on its financial administration during the year."

Trustee Johnson made a motion to accept the annual audit of the financial statements. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

5. Road Reports:

a. Road Operations and Maintenance Reports:

[Operations Manager's Report - Period 09/12/2022 to 10/16/2022 and Roadwork and Requests Report - Period 01/01/2022 to 10/16/2022 (see attached)]

- Shawn stated they had been having issues with the '05 International water truck, and Silver State International's mechanic came out to diagnose the problems and the mechanic said the engine was worn out and needed to be replaced. Shawn reviewed some of the items they had repaired and said they could use the water truck on the low lands, but had to rent a water truck to grade Curnow Canyon Road.
- In answer to Trustee Otto's questions, Shawn explained that the water truck that was purchased about five months ago did not work out, so it was sold at auction; we bought it for \$45,000 and it sold for \$45,000.

Trustee Otto clarified that we still had the 2005 International water truck, and Shawn was still looking for another water truck to replace the International water truck.

Shawn said that was correct, that he was diligently looking for another water truck.

Trustee Otto asked that Shawn not buy a water truck without a hitch that's adequate to pull the trailer with the roller.

Shawn explained that none of the trucks the GID has owned had provisions in the cab to haul a trailer. He explained that he would most likely have to build a water truck by purchasing a tractor and have a tank mounted on it and it would have a pintle hitch.

Cathy confirmed the estimated budget amount for a water truck was \$60,000.

Shawn said a tractor and tank would probably cost more than the pre-COVID amount of \$60,000; possibly \$10,000 more. He said he would also have the tank lined, especially since we are using mag-chloride.

Trustee Otto mentioned a place in Oregon off of I-5 north that has a huge lot with rows of water trucks.

- Shawn explained with the no Class E available from Teichert, they used DG from the Ironwood pit to cover some of the rocky roads.
- Shawn explained they had an issue at the yard where somebody came in and took water from our well and left the valves the wrong way, which could have caused serious damage to the system. He stated he had a fence company coming out on Monday to give an estimate for installing two 20-foot gates.

Trustee Dennis stated that's a security issue.

Trustee Johnson made a motion to authorize Shawn up to \$10,000 to have gates installed at the Wayside pit. Trustee Patterson seconded the motion. Upon a vote, the motion passed unanimously.

b. Broken Spur Road Improvement Project:

Trustee Patterson explained he wanted the Board to have another discussion on the mile and a half section of Broken Spur from Morgan Ranch to Whiskey Springs. He wanted this to be put on the schedule for a future road project.

Shawn stated they needed material from Teichert. He said he spoke with the salesman, Rick, at Teichert and learned that production of aggregate had yet to resume after the fatal accident two months ago.

Trustee Patterson said we could postpone this matter until material becomes available.

Trustee Otto suggested bringing in six inches of one-and-a-half-inch aggregate base to give the road some more integrity, and the road might be able to withstand some sheet-flows over the top of it.

In response to Trustee Dennis' question, Trustee Otto said he would not cover the one-and-a-half-inch rock with road base; that the one-and-a-half-inch rock could be graded.

Trustee Johnson said you could blade the one-and-a-half-inch rock, but it would not make a good riding surface.

Trustee Patterson said it looked like from Tumbleweed to Morgan Ranch that there was a lot of material on the sides of the road that could possibly be brought back onto the road before base material was put down.

Trustee Johnson said the issues with Broken Spur were identical to Range Land. He asked Trustee Patterson to draw the road segments on the board. Trustee Johnson discussed several sections and what could be done with each section, including issues with driveway culverts. He stated the Board members needed to drive the road and be prepared to discuss at the next meeting. Another analysis that should be done was whether or not to have our crew do the work or have the project contracted out.

Trustee Otto mentioned there would probably be a need to replace some driveway culverts.

Shawn stated they would install a culvert at the intersection of Whiskey Springs and Broken Spur.

Trustee Patterson said he appreciated the discussion and this item would remain on the agenda for next month.

c. Surfacing Roads with Aggregate Material - Planning, Implementation, and Funding:

Trustee Otto stated quite a few months back they discussed pre-buying Class E material, and asked if that was done?

Shawn said they did not have to pre-purchase the Class E; there was a pile available and all that material has been used on our roads.

d. Status of Maintenance Building Project:

Trustee Dennis referred to a quote (see attached) for the 40 foot by 50 foot metal building structure, but there were more items that go into this to come up with the actual cost of the project such as concrete, etc.

Shawn interjected and stated this was just a start to get the permits going. He said to get the certified plans from the metal building supplier we needed to give them a deposit. The salesman with the Metal Building Outlet (MBO) would have some companies to recommend to erect the building. In referring to the quote, Shawn stated once we make the deposit, the MBO will supply us with the engineer-stamped building plans (in approximately two-to-three weeks), and once those plans were approved by Washoe County, MBO will supply us with the engineered foundation plans (which will take about two weeks). He explained in approximately 16 weeks the building would be delivered. Because the building will be less than 5,000 square feet, no sprinkler system would be required. He explained it's an [accessory structure] and they would erect the building so they have a shelter, and get permits for electrical and plumbing later.

In answer to audience member Laurie Squartsoff's question, Trustee Johnson explained any contract for [more than \$50,000, but not more than \$100,000], we have to solicit [quotes from two or more sources]; more than \$100,000 must be advertised. [Note: From NRS Chapter 332 - Purchasing: Local Governments]

Cathy confirmed that quotes were received from three metal building companies.

In response to Trustee Otto's question, Shawn said he thought the foundation plans were quoted at \$2,000. [Note: The engineer stamped foundation plans/anchor bolt plans were listed on the quote for \$950.00.]

Trustee Johnson explained to Ms. Squartsoff that this quote being discussed was just for the metal building and the engineered plans that will be presented to the County as part of a package to obtain a building permit from the County. There are separate structural engineers who can do the foundation design, and separate electrical contractors who can do the electrical portion.

Cathy clarified that the total, estimated budget amount for the maintenance building project was \$150,000.

Trustee Johnson explained any portions of the project that were [estimated at not more than \$50,000] could be directly awarded [sole sourced].

Trustee Dennis added that our crew could dig the foundations.

Trustee Johnson said the other option would be to ask a contractor to do a design/build contract, where all the work is done by the contractor and the contractor adds a 15% profit to the total cost.

Trustee Johnson requested an itemized list of all the components and the estimated costs for those items for the Board to review at the next meeting.

[Note: The MBO deposit check would not be sent.]

e. Discuss Replacing Faded Signs Throughout the District:

Trustee Otto said he wanted the crew to keep their eyes open and create a list of faded signs that needed to be replaced throughout the Valley.

Shawn stated he had already done that, and he ordered replacement decals, which cost less than replacing the entire metal signs. He said those decals had come in and were ready to be installed.

6. Old Business:

a. Current and Future Development Impacts, Funding Needs and Recommendations About Washoe County Warm Springs Area Plan or Specific Plan Area:

i. Warm Springs Area Plan and Warm Springs Specific Plan Updates:

Trustee Dennis stated last month Eric Young, Washoe County Planner, was present and they had an in-depth discussion that was reflected in the meeting minutes. Nothing had been done in the meantime, because everyone was awaiting the outcome of the elections.

Trustee Dennis said Mr. Boyce had a great idea last month: that the County require anyone who wanted to divide their parcel to have to bring a County-standard paved road to that property. He said he had not heard anything back from the County on that idea.

ii. Palomino Farms/Truckee Meadows Water Authority (TMWA) Feasibility Study

There was nothing new to report on this matter.

iii. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):

There was nothing new to report on this matter.

b. Update on the First American Rescue Plan Act (ARPA) Subgrant from Washoe County and Possible Second Subgrant Request:

Trustee Patterson stated he and Cathy had completed the final activity report and financial reports for the County. He confirmed with Cathy that they were still waiting for reimbursement from the County. He said he hoped to be able to closeout this subgrant before the next meeting.

In response to Trustee Johnson's questions, Cathy explained the check had been written to SNC (Sierra Nevada Construction) and would be paid within the 30-day timeframe.

Trustee Patterson addressed the second part of this agenda item, and stated as soon as we've closed out this grant, he'd immediately make a request to the Assistant County Manager for additional grant funds.

Trustees Dennis and Johnson thanked Trustee Patterson again for his work on getting the grant money.

c. Possible Grant Request to the Federal Highway Administration for Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:

Trustee Dennis stated that Trustee Patterson had offered to take on this grant proposal.

Trustee Patterson said he would utilize Trustee Johnson after Trustee Johnson was off the Board [term expires at the end of the year]. He explained he looked up this Federal grant and it's supposed to open for project requests early in 2023.

Trustee Johnson said he remains committed to the good of the Valley and he'd be readily available for all of these projects in the future.

George Boyce asked if they were going to put in any projects on the west side of the Valley? Such as maybe putting the road base on Range Land from Grey Van to Winnemucca Ranch?

Trustee Dennis said that's always a possibility, if we have the money.

Trustee Johnson said there are a couple of roads on the west side of the Valley that are in need such as Roadrunner, Grass Valley west, and the west end of Range Land.

Trustees Otto and Johnson talked about moving soil that has built up on the sides of far west end of Range Land Road back onto the road and building the road up and then capping it with aggregate base.

Trustee Dennis said when they get moisture on that section of Range Land Road it has consistently turned to "muck." He stated that Trustee Otto's idea of putting down larger, one-and-a-half-inch rock first, was a good idea, and then you would top that with aggregate base.

Trustee Johnson said if the GID doesn't get this Federal grant, than a road improvement project for this section of Range Land Road should be discussed.

Trustee Dennis agreed and addressed Mr. Boyce and said they would try to spread the money around.

d. Maintenance Agreement Letter to the Virginia Peak Communications Site Users:

Trustee Dennis said he had not worked on this item.

Trustee Johnson said he gave Trustee Dennis the list of Virginia Peak site users months ago and said, "get it done."

7. New Business: None

8. Judicial/Government Affairs:

- Mr. Mansfield said he was happy to see the Board was understanding the quorum rules.

- Trustee Otto asked Trustee Dennis to review the election results.

Trustee Dennis stated the election results showed two candidates were elected, himself and Tom [Baker]. He said he didn't know what the County was doing because there were three open seats. He said he didn't know what Dan Helton was going to do; he knew Trustee Helton's been very, very busy running the propane business and didn't know if Trustee Helton was going to be able to do both. He said he needed Trustee Helton to make up his mind.

Trustee Johnson stated the election ballots were incorrect; there were three positions available, but the ballot only stated to vote for two.

Trustee Dennis said the County could simply say the next one in line is Dan Helton, but he said he didn't know if Mr. Helton has the time to be a trustee; that Mr. Helton has missed a number of meetings.

Trustee Dennis stated the next candidate would be Jim Currivan. He said he needed to find out what Mr. Helton's intentions were. Also, he said he needed to find out what the County's intentions or methodology was going to be when they were supposed to have three people get elected instead of two.

Trustee Patterson said regarding Mr. Helton, if Mr. Helton goes in January and swears in to be on the GID then, Mr. Helton is a Board member. If he doesn't go get sworn in then ...

Trustee Johnson interjected and said he thought, for the functioning of this Board, it was completely inappropriate for Trustee Helton to have missed seven straight monthly meetings. That discussion needed to be held, either by our President, Trustee Dennis, or possibly even by our legal counsel.

Trustee Otto said we've been kind of through this before though.

Trustee Johnson explained that we learned we have no authority to remove anyone from the Board for missing meetings. But a discussion needed to be had; Trustee Helton was not serving the public with his absence. Trustee Johnson said he didn't care if you're busy, or what the reason was; you can't be absent from this Board for seven months and be doing your job.

Trustee Otto said we had this once before with Marty Breitmeyer and it got nowhere as far as discussions.

Trustee Johnson said and it worked really good because Mr. Breitmeyer didn't run again.

Mr. Mansfield interjected and said they should table this item; that he thought they were going too far about the election. He said he wanted to do some research on it, and then we'll move on.

Trustee Johnson said the County was responsible for screwing up the ballot.

Mr. Mansfield agreed.

Trustee Johnson said at that point, what is the County's position? Would the results of the election been different if the ballot had said vote for three of the above versus vote for two of the above? Are the results of the election even valid?

Trustee Otto said don't you think the County was under the assumption that Mr. Helton was going to be here, or stay, and that's why they thought they only needed two [candidates elected]?

Shawn stated Mr. Helton was appointed.

Cathy Glatthar interjected and stated the County did not handle the ballot properly. The ballot should have stated, "Vote for no more than three." She stated she had an email into the Registrar's Office, and was planning to call them since she hadn't heard back.

Trustee Johnson said he thought Mr. Mansfield should call the Registrar's Office.

Mr. Mansfield told Cathy he would get with her tomorrow.

In response to Trustee Otto's question, Trustee Dennis said he would get in touch with Trustee Helton.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month's meeting will be on December 15, 2022.
- Vickie will be sending two hardcopies of the audit to the Department of Taxation and a digital file to the Washoe County Clerk.
- In biennial years (even years) the Washoe County Debt Management Commission solicits nominations from local governments for commission members. In the past, the PVGID has not participated because we have had no debt, and had replied that they did not wish to participate. Cathy asked if the Board wanted to keep it that way? The Board agreed, and Cathy asked Vickie to respond accordingly when Vickie receives the nomination form in the mail.

10. Correspondence: None

11. Public Comment:

- Matthew Lambert said he has lived in Palomino Valley for a couple of years, and this was his first meeting coming to. He said it was not really what he totally expected. He said he thought it was just going to be all about what's going on with the roads and how can we improve them. He said he knew how when there's damage to the roads, you're able to send an email to the Palomino website. He said he got the website and was reading to refresh on what's going on. He said he found it interesting because it says on there currently there are only two employees, so it's kind of like, "Please bear with us, there's only two employees." He said he understood that, that there's a budget and everything else, but he didn't understand why, if we have two employees, why we're going to build a \$150,000 building with skylights? It didn't quite make sense to him that if we have two employees, why those two employees' number one responsibility wasn't the road, and was not digging footings for a building that we're building to put equipment in that in poor weather, the equipment should be operated on the road. He said he really didn't understand it, but he guessed he did understand it's just bureaucracy. He said if you look at the estimated operation funding of \$1.4 million and divide that by 90 miles, it's \$15,000 per mile that we can be doing the roads. But we're going to build a \$10,000 fence. He said it didn't make sense to him, and he thought maybe we should start thinking more of how we improve the roads. Get rid of some of this equipment we have; we need the grader, we need some equipment, but there's no purpose to have 16 or whatever, however many pieces of equipment, we have two operators. It didn't make sense. He said he had spent 12 years in the military and logistics and operations; he was not saying he knew how to build roads, but he just didn't

understand why we're going down this road of building a workshop for two employees. He said, "That's all I have to say. Thank you very much."

Trustee Dennis said he could refer Mr. Lambert back to a number of the GID meeting minutes, and Mr. Lambert's questions were brought up by himself and other people, and we were not allowed to discuss it any further under public comment. He thanked Mr. Lambert for his comment.

Trustee Dennis 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 Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:23 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF NOVEMBER 14, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of November 14, 2022 - Almost CD #5010	438,657.41
	Balance as of November 14, 2022 - A/P / General Ckg #4179	772.63
	Balance as of November 14, 2022 - Payroll #4430	20,000.00
	Balance as of November 14, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	459,830.04

<u>Wells Fargo - Almost CD #5010</u>	Balance as of October 17, 2022	320,957.42
Income for the Month		
Ad Valorem/Property Tax	64,374.03	
Consolidated Tax (CTX)	47,237.89	
LGTA/Fair Share	6,016.96	
Other Income	40,385.00	Sale of 1998 Peterbilt 377 Water Truck
TOTAL	158,013.88	
Interest Income	2.91	158,016.79
Transfer to Wells Fargo #4179	(11,000.00)	
Transfer to Wells Fargo #4430	(29,316.80)	(40,316.80)
	Balance as of November 14, 2022	438,657.41

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of October 17, 2022	656.92
Transfer from Wells Fargo #5010	11,000.00	
Interest Income	0.02	11,000.02

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	10014	1,921.12	Secretarial Services \$1,372.50, Accounting/Financial \$450.00, Office Supplies \$23.62, Public Relations \$75.00	
Eide Bailly LLP	10015	4,250.00	Final billing for the FY 2021 - 2022 audit	
Flyers Energy	10016	3,186.53	Fuel	
Pyramid Business Services	10017	1,526.66	Monthly Bookkeeping and Payroll \$1,367.40, Office Supplies \$159.26	
TOTAL		10,884.31		(10,884.31)
			Balance as of November 14, 2022	772.63

ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 11/17/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of November 14, 2022	459,830	
ARPA Subgrant Award	250,000	
Additional Revenue Expected Through August 31, 2023	693,563	

ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023	1,403,393
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LESS Average Monthly Expenses (\$35,000) x 9.5 Months	-332,500	
LESS: ARPA Subgrant Project \$250,000; ARPA Project Overage \$35,502;		
Capital Outlay FY21&22 Carryover + FY23 \$270,548*;		
[\$*5,000 for 2 Pickup Trucks from TMFire (Pending)];		
Unexpected Repairs (\$5,000/mo x 9 mos); Class E \$2,418;		
Workers' Comp \$1,728 (Feb, May) & \$2,000 (Aug);		
Insurance \$12,000 (July); Mag-chloride \$19,000	-639,924	
LESS Reserve Funds (= Ending Fund Balance per Budget)	-60,000	

ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2023	-1,032,424
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ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023	370,969
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Additional Revenue Expected Through AUGUST 31, 2023:

From 2022/2023	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
340,854	340,000	Ad Valorem	Dec '22 thru Aug '23	146,063
645,531	615,000	CTX	51,250 x 10	512,500
40,000	42,000	LGTA	3,500 x 10	35,000
1,026,385	997,000			693,563

	-29,385	Difference between Budget and Estimated Operating Funds Report Projected Revenues
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MONTHLY EXPENSES:

	Average	Actual	Difference	
Payroll	18,000	19,155	-1,155	
Other (non Road Maint)	17,000	16,082	918	
	35,000	35,237	-237	
				A/P Acct Exps 10,884
				P/R Acct Exps 29,317
Road Maintenance		4,964		Petty Cash Exps 0
TOTAL EXPENSES		40,201		40,201

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 11/14/2022, Actual Revenue was More Than YTD Estimated By: **-\$6,394.62**

AD VALOREM (Normally received around the 10th of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
at 09/12/22 (35%)	119,000.00	0.00	-119,000.00	-119,000.00
9/15 and 10/13/22	0.00	129,562.84	129,562.84	10,562.84
11/07/22 (21%)	71,400.00	64,374.03	-7,025.97	3,536.87
December	0.00			
January	0.00			
February (21%)	71,400.00			
March	0.00			
April (21%)	71,400.00			
May	0.00			
June	0.00			
July (2%)	6,800.00			
August	0.00			
	340,000.00	193,936.87	-146,063.13	

CTX (Normally received at the end of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/28/2022	51,250.00	45,936.66	-5,313.34	-5,313.34
10/26/2022	51,250.00	47,237.89	-4,012.11	-9,325.45
November	51,250.00			
December	51,250.00			
January	51,250.00			
February	51,250.00			
March	51,250.00			
April	51,250.00			
May	51,250.00			
June	51,250.00			
July	51,250.00			
August	51,250.00			
	615,000.00	93,174.55	-521,825.45	

LGTA (Normally received mid-month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/16/2022	3,500.00	377.00	-3,123.00	-3,123.00
10/18/2022	3,500.00	6,016.96	2,516.96	-606.04
November	3,500.00			
December	3,500.00			
January	3,500.00			
February	3,500.00			
March	3,500.00			
April	3,500.00			
May	3,500.00			
June	3,500.00			
July	3,500.00			
August	3,500.00			
	42,000.00	6,393.96	-35,606.04	

PVGID OPERATIONS MANAGER'S REPORT

Report Period 10/17/2022 to 11/13/2022

ATTACHMENT: 11/17/2022 Meeting Agenda Item 5.a.

ROADS GRADED AND/OR COMPACTED:

1. Range Land: Grey Van to Rebel Cause
2. Range Land: Peak to Winnemucca Ranch
3. Roadrunner
4. Bacon Rind S: Axe Handle to Sky Canyon - Re-cover the Class E where native soil came through with 601.94 tons of Class E
5. Bacon Rind S: Sky Canyon to End of Maintenance
6. Wilcox Ranch: Amy to Big culvert
7. Sharrock: Amy to Wild Horse
8. Grass Valley (East): Whiskey Springs to Wayside
9. Wayside Rd: Grass Valley to Near 5105 Wayside
10. Curnow Canyon: Axe Handle to End of Maintenance (Used rented water truck)
11. Twin Springs: Spillway to Cul-de-sac
12. Grey Van
13. Rebel Cause
14. Two Forty
15. Hockberry
16. Wilcox Ranch: Crazy Horse to Quaking Aspen
17. Crossover

OTHER ROAD WORK:

1. Twin Springs: Culvert full, clean out with Vactor
2. Wilcox Ranch: Culvert near 2855, Install 2 culvert markers
3. Ironwood: At Hockberry, Install culvert marker

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road and Sign Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings
8. Water truck rental
9. 2 Holidays

EQUIPMENT:

1. 05 Int'l Water Truck: Checked exhaust manifold with heat gun, #1 cylinder not firing, R&R Injector and it was still not firing, but at this time we were able to use the water truck on low-elevation areas of the Valley, very low on power, looking for a used engine and water truck
2. Ironwood well: Generator would not start, Rodent had accessed start switch and chewed wires, Repaired
3. 02 Peterbilt Tractor: Suspension air bag leaking, R&R
4. 03 770 Grader: Cut crown out of cutting edges
5. 01 F450: Headlights faded, R&R headlights; New tires; Snow plow blade inoperable, Bad solenoid, R&R; Pump motor has lots of wear and should be replaced
6. 93 Kick Broom: Brushes worn, R&R
7. 95 Pete Water Truck: Not building air, Repair governor
8. 98 Belly Pup: Electrical 7-way plug bad, R&R

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, DG=DG Added, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prtl	G				
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prtl		G prtl			RGMC prtl	MC prtl			
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G						R/G		
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prtl	CC(1)				
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R		R	R/G/CE	
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G							G	
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G			R/G	R	
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prtl			R/G prtl	R	
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM						AM	EP/CS	
UP	Chantry Flats	1.1		D				G	G			G/D/DG		
UP	Chieftan (Pasture View - Vista Trail)	0.8											R	
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6									R		R/G	
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G				R	G	
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G				R	G	
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G					G	
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G		G prtl			
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prtl		G prtl			
UP	Grass Valley (Pyramid - Wayside)	2.6					G prtl							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G				R/G	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

2022 Operations Manager's Report Date														
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G			G	
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G						G	
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D							R			
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5										G		
UP	Pasture View (Sharrock - South End)	0.5										G		
UP	Pasture View (N)	0.8				R/G						G		
UP	Peak (E - W)	0.7				G			G			G		
UP	Peak (N - S)	1.7							G		Sign			
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5										R		
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G	CE/ER/MC	MC prtl		
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC			G	
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G					G	



Building Quote/Purchase Order

page 1 of 3

Date:	11/17/2022
Project Manager:	John Strine

7651 Shaffer Parkway Unit A, Littleton, CO 80127 :: 303-948-2038 :: Fax: 303-904-0172

Customer Details	Job Site Details
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Name: Palomino Valley GID	Name: PVGID - Shawn Kelly
Mailing Address: 9732 Pyramid Way #407 Sparks, NV 89441	Job Site Address: 5105 Wayside Rd Reno, NV 89510
Phone: 775-848-6788 Mobile: 775-848-6788	Email: _____

Walls		Roof		Building Details			
Color: TBD	Finish: Galvalume +	Use: Multi	Collateral Load: 2	Wind Speed: 130 MPH			
Panel: 26 Gauge PBR	Panel: 26 Gauge PBR	Code: IBC - 2018	Exposure: C	Enclosure: Enclosed			
Girts: Bypass	Purlins: Bypass	Live Load: 20	Ground Snow Load: 30	Seismic: D			
Trim Color: TBD		Reduction: No	Roof Snow Load: 21	OCC Class: II			

Width:	Length:	Eave Height:	Bays:	Pitch:	Span:	Main Frame Columns:	Roof Design:	Endwall Frame Left:	Endwall Frame Right:
Bldg. A: 40 ft.	50 ft.	18 ft. / 18 ft.	3	3 :12	Clear	Rigid	Gable	P & B	P & B
Bldg. B:				:12					

QTY.		Option Price	P.O. Price
	Base Building(s)		\$40,505.00
3	NV Engineer Stamped Building Permit Drawings		Included
2	NV Engineer Stamped Anchor Bolt Plans		\$950.00
	Proper Fit Warranty		Included
	Cold Formed C Primary & Secondary Framework with Bracing		Included
	Bolts, Screws, Hardware, Sealant, Trim, Closures		Included
	Colored Wall Sheeting (refer to color selection form)		Included
	Galvalume Roof Sheeting (refer to color selection form)		Included
	Long Life Fasteners w/ Washers on Roof & Walls		Included
	Dedicated Project Manager		Included
	120' Gutters & Downspouts with Elbows (refer to color selection form)		Included
2	10' Low Profile Manual Operation Ridge Vents with Pull Chain		\$1,895.00
2	3070 Commercial Steel Knockdown Walk Doors with Lever Lock		Included
3	12' x 14' White Amarr 2432 Insulated Sectional Doors (Follow the Roof Pitch) with Chain Hoists		\$8,630.00
	R-19 (6 inch) VRR Roof and Wall Insulation Package Complete		\$5,778.00
3	Insulated LTP roof panels		Included
EXCLUSIONS			
	*Items not listed above are not included in this purchase: Windows, Concrete, Mechanical, Electrical, Plumbing, Anchor Bolts, Labor, Sales Tax the time of order acceptance and acknowledgement.		Excluded
		Subtotal:	\$ 57,758.00
		Reduced Freight:	\$ 890.00

SELLER'S ORDER TO SUPPLIER TO COLLECT FUNDS IS NOT AN ASSIGNMENT OF THE CONTRACT TERMS AND CONDITIONS.

Deposit of _____ is hereby assigned to Supplier.
C.O.D. Balance of _____ is hereby assigned to Supplier.
<i>If applicable, Owner to sign before submission to Manufacturer</i>

Construction Included in Building Price? NO YES
 NV TAX EXEMPT (See Paragraph XII.) \$ _____

CONTRACT PRICE	\$ 58,648.00
Deposit	\$ 14,662.00
Progress Payment Due Within 3 weeks of Approved Plans	\$ 8,797.20
Balance: Prepay To Be Paid By Guaranteed Funds On Unassembled Materials Only At Seller's Discretion (Tax is to be added) Progress payments may be required at the discretion of the seller.	Balance Due \$ 35,188.80

In the event that Seller requests Supplier to collect Funds direct from Customer, guaranteed funds may be made payable directly to Supplier. It is agreed that assignment of said funds is ordered by Seller for his convenience, and does not in any way constitute or infer any agency, Employment, representative or other relationship between Seller and Supplier or between Seller and Customer, nor does it otherwise affect the agreement between the parties. Assignment of funds may vary depending upon sales tax & revisions.

Accepted by Seller
Date: _____
By: _____ <i>Authorized officer of Metal Building Outlet Corp.</i>

Printed Name: _____
 Date: _____
 ** Please read and initial all pages, print name above, sign below and return **

Signature: _____
(Individually and on behalf of the Company, if any, identified herein)
 Buyer unconditionally guarantees payments as agreed upon delivery of the building. Hold backs of payments are not allowed and any claims relating to freight, or discrepancies will be handled through the limited warranty. If payments are not transferred to delivery driver, C.O.D. or mailed express carrier immediate after delivery in cases where driver failed to pick up funds it is agreed that you accept a 10% add of balance due plus \$100 per day penalty plus lien and collection costs to be added to final payment.

Dalomino Valley General Improvement District

9732 Pyramid Hwy #407, Sparks, NV 89441

2023 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

2023		2023	
<p>JANUARY 2023</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>FEBRUARY 2023</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</p>	<p>JULY 2023</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>AUGUST 2023</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 31</p>
<p>MARCH 2023</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>	<p>APRIL 2023</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</p>	<p>SEPTEMBER 2023</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>OCTOBER 2023</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>MAY 2023</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>JUNE 2023</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>NOVEMBER 2023</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>DECEMBER 2023</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>

SPECIAL MEETING

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

Wednesday, December 21, 2022

MINUTES

Trustee Greg Dennis called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Wednesday, December 21, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Don Otto, Dan Helton, and Larry Johnson. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Patrick Mansfield, Legal Counsel.

2. **Public Comment:**

Robert "Bob" Gunn stated he lives at 3855 Amy Road, which is a little over a mile south of the junction of Wilcox Ranch Road and Amy Road. He said he was here tonight to request that the maintenance on that road was improved or increased. He said when he moved here 23 years ago, there were about four or five cars a day on that road and since that time other homes have been built there and the traffic's probably increased fivefold. He said he thought that section of road had last been graded in May of this year, and after that some of the shoulders were cleaned, but the road was not graded. When the road is graded, they put about maybe a couple of inches of DG across the top of the road, but in a week or two that disappears between the wind and the traffic, and it's back down to the rock and then it becomes washboarded. He suggested more frequent grading during the year.

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

3. **Approval of Minutes - November 17, 2022:**

Trustee Johnson made a motion to approve the minutes as written. Trustee Patterson 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). The total cash in all accounts was \$192,832.92. Income for the month was Consolidated Tax (CTX) \$46,585.40, and LGTA/Fair Share \$4,116.04.

Vickie reviewed several of the payments: 1) Sierra Nevada Construction \$285,502.00 for the 2022 Road Restoration Project that was partially paid with the ARPA subgrant funds; 2) Peterbilt Truck Parts & Equipment \$1,838.38 for Peterbilt transfer parts; and 3) Krane Techs Equipment Services \$3,900.00 for a replacement engine for the 2005 International water truck.

Vickie reported we did receive the ARPA subgrant funding of \$250,000, but that was after the date of this report.

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

b. Estimated Operating Funds Report:

Cathy Glatthar stated the Estimated Net Operating Funds for Road Improvements as of August 31, 2023 is \$376,524. She said as of December 12th, actual revenue was a little over \$10,000 less than estimated. She stated she would be watching the revenues and would report on any major discrepancies.

Note: Vickie DiMambro was excused and left the meeting at 6:08 p.m.

5. Road Reports:

a. Road Operations and Maintenance Reports:

[Operations Manager's Report - Period 11/14/2022 to 12/11/2022 and Roadwork and Requests Report - Period 01/01/2022 to 12/11/2022 (see attached)]

- Shawn stated everyone had the road reports that listed the work that had been done.
- Shawn said we've been getting some moisture and a lot of it's been freezing. Then we get some thaws.

Trustee Dennis said any roads with Class E base on it, at least in his area of the Valley, was still in excellent shape with the moisture content and were holding up.

- Trustee Dennis explained that Shawn puts out this monthly roadwork and requests report so we have a history of what's going on. The reason we started this database was so that when we did road improvements, we could come back and look and see how long it was between having to grade those roads when they were just dirt roads versus improved roads. So, now we have historical data.
- Trustee Johnson said he wanted to address a previous public comment by Mr. Gunn. He said he thought the situation Mr. Gunn found himself in was everywhere in the Valley. He explained he has had more traffic past his house on an hourly basis than he used to see in a week when he moved in 30 years ago. We do have a system in place by which you can [send in an email] and make a request for grading or you can call Shawn at 775-848-6788. He said that Shawn was really good at getting those priorities handled; normally within one to two weeks after a request is made. He added Shawn was extremely responsive in answering those requests.

Mr. Gunn thanked Trustee Johnson for his comments.

- Trustee Otto asked where were the hours that the graders have been running?
Shawn explained they've been taken off the report for months; the public sees the work that's getting done.

Trustee Otto asked why we can't have that?

Mr. Mansfield said to table it and put it on as an agenda item because that was getting into a specific item aside from road operations.

Trustee Otto said that's fine, we can do that.

- Trustee Otto asked since we've had frozen ground, have we had any of these ditch back slopes degrassed? It's the perfect time to do it because the blade doesn't sink in. You can just skim over the top and rip those weeds off and brush them aside.

Shawn responded and said the ditching and escapes have been holding up, but any excess when it comes to tumbleweeds, haven't been touched. The only place they were removed was when they did the shoulder backing on the newly surfaced areas of Broken Spur and Sharrock.

Trustee Otto said the reason he was asking was because they had determined a good time to do it would be when it was frozen; that if you can't grade the road because it's frozen, it's a great time to get in and do those back slopes.

Trustee Dennis addressed Trustee Otto and asked if Trustee Otto was referring to removal of brush that's encroaching on the road or was in the roadway or was this weed removal? Because the GID is specific in our language that we're not in the weed abatement business in any way. We had that discussion; that 92 miles of removal of weeds back to the right-of-way was extremely expensive and we didn't want to approach that. He said he was trying to figure out if Trustee Otto meant we have brush that gets in the way because it grows back onto the road? He said you can even see that on Pyramid Highway with some of the brush growing real close, but he was questioning what Trustee Otto was thinking about there.

Trustee Otto explained he was not talking about willows and that right now; he was talking about just general back slope of the ditch and getting it cleaned up. He said for decades these back slopes had always been taken care of, and there's a lot of them that haven't been done for years.

Trustee Dennis said he has talked with Trustee Helton about the sagebrush growing back on the valley floor closer up to the road, and asked Trustee Helton if that correlated with what Trustee Otto was talking about?

Trustee Helton said it did and there were multiple reasons for removing that brush. He explained that some of the people who have been out here when the snow blows, the snow drifts to the height of the sagebrush that's left at the shoulders of the road. Some of our roads are lower than the grade that the sagebrush is, and therefore you get these large drifts due to the fact that the borrow pit and the back slopes have not been maintained for years. Some of that you can see on Right Hand Canyon; the brush is six feet tall on the sides of the road.

Trustee Helton said fire was another big reason; you can't pull off these roads right now because of the brush that's on the side.

In response to Trustee Dennis' question, Trustee Helton said the grader is the tool for that. It doesn't take any time and you should do it when the ground is frozen because you don't end up with a lot of dirt moving and you end up with just the brush disappearing.

Trustee Otto said we've talked about this before, and it should have already been on the agenda and we should already be doing it.

Trustee Dennis said he didn't have a problem with that kind of an idea, but he was concerned about how much time that's going to take? How many miles we're going to do? If there were specific roads that we ought to be looking at and get done or is it a general statement that all roads are going to be that way? We've got the roads out in the valley floor where, unless you want to spend a couple million dollars, we're never going to get enough dirt to fill the roads back up.

Trustee Helton stated when you're done grading, you can knock those borrow pits off in the back slopes really quickly. It'll take some more grader time, there's no doubt about it, but you can knock them down and you can create an area where a wife, a child, can pull off if they get a flat tire, or this type of thing; it's not that difficult, and you don't have fire issues.

Trustee Johnson said it was something that could be added to our wintertime operations.

b. Status of Maintenance Building Project:

Trustee Dennis explained Trustee Johnson requested that we put together a [list of estimated component costs] for the building. He referred to a handout (see attached), and he asked Trustee Johnson if the handout was adequate and if there were any questions?

Trustee Johnson referred to the estimated building project costs, and asked how many of these items do we have price quotations on?

Shawn stated all of them, except for "Miscellaneous." It's a 40' x 50' x 18' tall, 2,000 square foot building.

Trustee Dennis explained this building was already approved by the Board for him to go ahead and instigate or authorize and sign these contracts. He said he didn't want to do that until he came back and Trustee Johnson and the Board reviewed the list of estimated project costs and saw that our numbers were fairly sound and move forward on it.

Shawn stated since the project was okayed two years ago, we've gone up 14% in inflation.

Trustee Helton said he had a couple of questions: Is it going to be heated, and if so, where's the insulation, and what about a bathroom and water?

Shawn said in time they would get heat and the insulation was included in the cost of the building. He said they have a bathroom in the office trailer.

Trustee Otto stated he would like to see more than what we got here for information on this thing, a lot more detail; that he'd like to see the contract and what it includes, the breakdown. He said he was responsible for this money for the GID.

Shawn said the majority of these were just estimates because the contractors want to see the plans, and we can't get the plans until we put a deposit on the building. The deposit check is for \$14,584.25. Once the deposit is made, we will start getting our engineer-stamped building plans, anchor bolt plans, and foundation drawings.

In response to Trustee Otto's comment, Trustee Dennis said the Board gave him the responsibility to [work with Shawn and] get the project going, and if Trustee Otto wasn't here when we did the motion and the like, he couldn't help Trustee Otto with that.

Trustee Helton opined that there was going to be a lot more associated with this than just this. He said the Washoe County building permit was going to be more than \$2,500. Just the Parks and Recreation fee was going to be \$2,500, so he didn't know where that number came from.

Shawn said he had the Washoe County building permit rates. The electrical will be added later and the electrical permit can be pulled at a later date and costs an additional \$45. He explained they are currently working in the open air; they need the building now so they can work inside, out of the weather.

Trustee Dennis stated it may cost us a little more, but he didn't see any substantial increases in the total cost of the building. He said he would like to move forward on this building because we've been waiting quite a while. This building saves us a lot of maintenance even if we hire somebody to come in and work, they've got a roof over their head and they don't even charge as much when they have access to facilities, so they can get things done if we want to sub some work out once in a while. He said he thought it was a good thing for the community. He cited the example of the replacement engine for the water truck. To repair the existing engine would cost \$20,000 to \$30,000 and for \$3,900 Shawn found an engine with extremely low mileage on it and we're going to replace the old engine and save a lot of money. It's those kinds of things that workshop would come in handy to have. He explained he was totally the opposite two years ago, but he finally saw the value of having a shop and the cost savings.

Trustee Helton said he thought we were lost between the amount of labor we have to do the roads opposed to labor to repair things. When you got two guys that are trying to do 100 miles of road, you don't have time to put engines in trucks because they have to be out on the road.

Trustee Dennis said it's a compromise, and we talked about adding another third person at one point in time. He said his big concern was the Warm Springs area plan could cost us a whole lot more than if they just do nothing but create a new area plan with no way to pay for anything. Some of those things that he was facing, real important things that the GID needs to focus on so we don't lose money. He said he could show them the numbers on that kind of thing. It's not a perfect world out here, and he didn't think it was ever going to be, unless we got up to two or three million dollars a year, but he didn't know if we were ever going to get there. He said he would kind of like to know what the Board thought. He said he thought they ought to move ahead with that building. He said he could sign the [deposit] check, but he didn't want to just do it without hearing what the other Board members thought.

In answer to Mr. Mansfield's questions, Trustee Dennis said the building project had already been acted on.

Mr. Mansfield said then it didn't need to go up to public comment.

Trustee Dennis said this was already an action item, and we can have public comment on this item, too.

Mr. Mansfield said it was up to Trustee Dennis because it had already been acted upon.

Trustee Dennis asked for any public comments?

Matthew Lambert, 6275 Ireland Court, asked the Board to please wait or to hold off on spending the proposed \$150,000 on a building. He said he understood the intent of it and he thought it was a good intent, that it was trying to take care of the two employees that we had and to make sure that they had what they needed. He said he understood that, but what he didn't understand was if those two employees had a building ... how were we doing that when they should be grading the roads? He said he was not trying to say that talking down or anything, when it comes down to it, it's man hours; there's two employees. He said he didn't know what their job descriptions were. He said he believed they were State employees, but he didn't know how that worked. He said if their job description wasn't grader operator, because we only have two employees, then that probably needs to change. To spend \$150,000 on a building just didn't make sense. Please do not vote this through. Do not do this right now. He said he didn't think it's the best thing for us.

Tom Baker, 2200 Right Hand Canyon, said he agreed 100% with Mr. Lambert; there's no way that you can have two people who are supposed to do road work and have a building and do repair work; it just doesn't work. If you want to have a building for repair work, then you need to have somebody to work in it to do the repair work, and allow the people who are supposed to do the road work, to do the road work.

Larry Chesney, Rebel Cause Road, said he disagreed totally with both of the other speakers. We've bandied this building around for over 2 1/2 years. He said 2 1/2 years ago, he was against it. Obviously, these two individuals don't understand the budget, they don't understand the amount of work that needs to be done on the roads, they don't understand that we cannot afford to contract out the maintenance on this equipment; we simply don't have the money. He said he believed it was time to go ahead with the building; let's get it up, and have a place out of the weather to park the water truck so it doesn't have to be drained every night, or a place to park the vacuum truck when they're doing culvert cleaning. That takes them 2 1/2 hours a day to drain the vacuum truck and empty it to keep it from freezing up overnight; there's another 30-40 thousand dollar piece of equipment. He said we go through this education cycle with these new folks that come around all the time that really don't understand the system of the GID and how poor the GID is financially, and why we're lucky enough to have a road manager who can do maintenance and they can find used diesel engines for a truck and when times available put it in the water truck because we don't have the money to buy a new \$75-85,000 water truck, but we can use that money on placing surface material on the roads. So we go through this [nonsense] with all these know-it-all, want-to-be road builders on a cyclical basis with the GID and truly they don't understand the system so they need a little more time and a little more experience and attend a few more meetings. Look at the budgets and understand the budgets before they start running around and saying we need Don's [Trustee Otto's] famous old moniker that we need more seat time in the grader. Yes we do, but unfortunately we can't do it all and we can't afford it all. He said he would suggest that we get on with this and get this building started, get these guys out of the cold, get our equipment in that can get frozen in the wintertime or when a vehicle needs to have an 800 pound radiator taken out of it, they're not doing it in 30-degree weather. He said the next thing that he was looking at, if we don't start having a place for this equipment to be maintained and a place where our crew can do the maintenance work, whether it be changing the oil or whatever in a decent

facility, then there's going to be OSHA violations and he'd be the first person to call it in to OSHA. He said he thought the Board needed to move on with this thing and get it done.

Trustee Dennis said the one reason that he looked into it and changed his mind, was we do not have the funds available to take and do everything and sub everything. If we could afford to do what the County does - they buy brand new equipment and they run it for a couple of to 10 years and they sell it. We have 20 year old equipment and if we were to try to buy new equipment and without someone around ... we're lucky that we have people that can maintain this equipment and put things together for us. It's a tradeoff and as he said at the beginning of the meeting, it's not a perfect situation where we can just do one thing, which is sub-out everything, without this GID going broke. We have to make concessions with regards to how we do business, and this was one of the concessions he thought was necessary. He talked about the high cost in dollars and downtime if repair work was subbed out, whereas, 90% of the time our folks here can handle the maintenance and repairs. He said he could not agree with the two gentlemen in the audience.

Trustee Johnson said, like Mr. Chesney, a couple of years ago he looked at this critically. He said he has sat on this Board through a couple of generations of operations managers and crews with various abilities. We looked at farming out maintenance several years ago before Shawn came on. With the hiring of Shawn, things changed, evolved, they're different a bit than the way they ran ten years ago where practically everything was farmed out. We had mobile equipment maintenance companies come out, we took time to deliver equipment into Cashman Equipment; the downtime back then was unacceptable, it was astounding. Part of it has to do with the age of our equipment, and thanks to Shawn, so much of our old, dilapidated equipment is gone, and there is a continual upgrade of equipment to where our maintenance costs actually have been less and less. Shawn's mechanical abilities and his training of Chuck along those lines also have saved this district tremendous sums of money compared to either having mobile maintenance companies come out or taking equipment into mechanical shops in town. Shawn has saved us so much money, and that is just purely fact. He said when this started out a couple of years ago, when Shawn was fairly new here, he thought why would we need a maintenance building? He said he has changed his mind simply by watching the amount of maintenance work that our crew does in-house, and that maintenance costs that they incur is a fraction of what we would do with either having a mobile maintenance company come out or delivering that equipment to town. He said Shawn's made a believer out of him as to the need for this building. He said he thought the cost of a mobile company coming out to do what Shawn does in-house, you're going to pay for that building, in the difference in cost, within a couple of years. At that point, it is, by far, the most cost-effective approach, and that's coming from somebody who was a non-believer a few years ago to this point in time.

Trustee Dennis said he had the authority to go ahead and sign that [deposit] check.

Trustee Johnson interjected and said he didn't think Trustee Dennis needed any additional motion. This was for informational purposes.

Trustee Dennis said he could see there were people for and against, but he was for moving ahead with this building so we can get it done. He said he should have done it last month, but Trustee Johnson wanted these numbers, so he got the numbers.

Trustee Johnson agreed and said he wanted to see if we were going to be within our original budget of what we had approved.

c. Surfacing Roads with Aggregate Material - Planning, Implementation, and Funding:

Trustee Dennis explained one of the things that we've looked at doing and continuing to do is Class E base. He asked Shawn to give an update on the availability of Class E base.

Shawn stated he was at Teichert last week and they had 5,000 to 7,000 tons of Class E on the ground, and he believed we should take advantage of that. He asked for \$100,000 be allocated so they could get going on the Class E again. He explained they were averaging \$12,000 a mile for material and trucking, but now, with inflation and fuel surcharges, they were averaging about \$20,000 a mile.

Trustee Dennis explained the reason we have such wonderful improvements on our roads is because we have gone to this Class E material. He said Trustee Johnson has looked at it substantially with regards to the gradations and what we need and the compaction of it. He said he didn't know if we were going to have any arguments if we went to a Type 2 base which is the typical highway base. It has far more rock in it and it doesn't have the cohesion that works that well on our roads ...

Trustee Johnson interjected and said which means that our roads will washboard fast.

Trustee Dennis said yes, real fast, plus all the rock goes off the side of the road and then you don't have any fines to bring back onto the road.

Trustee Helton said Type 2 base takes mag-chloride better than Class E; there are much more fines in Class E, so it doesn't take mag very well, it turns to mud. He said Type 2 takes mag perfectly; that's what it's made for and it's better for that reason. But he understood Type 2 costs more money.

Trustee Dennis said the gravel goes off to the off the road and then we don't have any fines to bring back and then it corduroys even faster. We looked at it and there's no perfect solution but the cheapest way to go is still our Class E.

Trustee Johnson explained, with that caveat, addressing Trustee Helton's issue, we need to watch the minus 200 fraction in our Class E. Wilcox Ranch is the classic example there; much of Wilcox Ranch performed, with the mag-chloride, with the moisture we got, perfectly. However, by the time we get to the bridge and closer to Quaking Aspen, and so forth, the minus 200 was creeping up in there, and at that point, we got that slimy surface. He said it was something they had to watch; it was a delicate balance.

Shawn said we were beholden to the loader guy at the pit as to what gets loaded onto the trucks.

In answer to Trustee Otto's question, Shawn stated the current cost per ton is \$6.85.

Trustee Johnson said Type 2 base is almost twice the cost of the Class E.

Trustee Johnson agreed with Trustee Helton's comment that there are areas where Type 2 base should be used. He added, those areas where we're in deep-rutted clay, the Type 2 base is a superior material, whereas where we have rocks poking through the subgrade, the Class E is a superior material; Shawn knows the drill.

Shawn stated he would suggest in some areas to put down a good layer of the Class E and then do a thin layer of Type 2 base on top of that and then we should have a little bit less sticking and so forth.

Trustee Dennis said more experiments; when Trustee Johnson did the chip seals, we learned and we now have an excellent process for keeping up the chip seal. Some things aren't perfect and some things take a little bit of experimenting and he thought it was worthwhile to keep up with the Class E. He asked how much did the Board want to budget for Class E?

There was some discussion about the Class E material gradations and whether or not the GID had any control over the grade of the material we get.

Trustee Otto reiterated his suggestion that the grader operator do mixing on the ground. It's the ability of the grader operator to keep up with this; maybe cut back on the amount of trucks you order for the day to make sure that you can mix.

In response to Trustee Otto's question, Shawn stated that Teichert doesn't want to sell the material to us ahead of time.

Shawn clarified that the \$100,000 for material and trucking would cover approximately five miles of road; and that's a thicker layer of material than we used to put down.

Shawn explained the five miles would include finishing topping off Wild Horse; it's already got a little bit on there, but again, we don't want to scrape that road and risk getting any of the underlying rocks popping up and getting involved with the new material.

Trustee Otto said he was for getting prepped for laying down more Class E.

Trustee Johnson opined that for this next 30 days there was a lot of winterizing that should be done before we put any more surfacing down and this should wait and be accepted at the January meeting.

Trustee Dennis asked Cathy to have this on the agenda for the January meeting.

d. Broken Spur Road Improvement Project:

Trustee Dennis asked if this item could be postponed until next month?

Trustee Patterson agreed.

George Boyce, in the audience, commented that most of all the money is going to the east side of the Valley, and he didn't see anything on the agenda to do anything on the west side of the Valley. He said most of the people are on the east side of Valley, but the west side of the Valley also pays tax and we're not getting our deal. You just spent over \$280,000 on the last project over there, and he doesn't know how much you were planning on spending on Broken Spur, but he's sure that the west side of the Valley should get small projects. He said he thought this Board should consider maybe for every \$500,000 you spend on the east side, you spend \$50,000 on the west side on some project.

Trustee Otto asked Mr. Boyce if he had driven Broken Spur?

Mr. Boyce said he hadn't and that's not the point. The point is that you on the Board are appropriating money for the east side, and he wasn't against them improving Broken Spur, what he was against is all the money that you are spending on the east

side and not a cent is being spent ... you spent something like \$75,000 to put road gravel on Rangeland, and that was the last project you've done over there of improvement. You continually do projects on the east side and you're not considering projects over here on the west side.

Trustee Otto said he had a question about the road maintenance on Broken Spur. He said he drove it again tonight and it's still the same old tremendous washboard. He asked when was the last time that washboard was graded?

Shawn said Trustee Otto had the report in front of him. We've been working on the Broken Spur project for quite a while. There is no traffic that actually lives in the middle. The residents have a brand new [section of asphalt] road going out towards [Sharrock]. We've been waiting for this project to go through. He explained that dirt section doesn't hold together very well because it's all duff; as you can see, a lot of the blowouts.

Trustee Otto said he knew it's hard to keep it good, but we should at least hit that thing once every other month.

Shawn said there's already a road request out there.

Trustee Johnson said regardless of whether anybody lives in that central portion or not, that piece needs to be periodically graded.

Trustee Dennis said we'll take care of it then.

Trustee Otto added that he was more into we rather than being reactionary, we be proactive.

6. Old Business:

a. Current and Future Development Impacts, Funding Needs and Recommendations About Washoe County Warm Springs Area Plan or Specific Plan Area:

i. Warm Springs Area Plan and Warm Springs Specific Plan Updates:

ii. Palomino Farms/Truckee Meadows Water Authority (TMWA) Feasibility Study

iii. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):

Trustee Dennis said this item could be postponed to next month.

b. Update on the First American Rescue Plan Act (ARPA) Subgrant from Washoe County and Possible Second Subgrant Request:

Trustee Patterson stated he knew that the GID was paid the \$250,000 for the subgrant from Washoe County on December 15th. We still have an active grant portal open with the County; it hasn't been closed out yet but hopefully by the next meeting that will be closed out. He said he will make another request to the Assistant County Manager, like he promised, for more funds out of the ARPA money. He didn't know what they'll say; he'll make the request and report back possibly at the January meeting.

Trustee Dennis said he had one other request: there was approximately \$30,000 that we spent over and above to additionally supply funds for this project, and he has seen and listened to the County where they have actually gone over on their subgrant projects and are requesting additional reimbursement for the overage. He asked if Trustee Patterson could get our grant writer to put in a request for that amount of money.

Trustee Patterson said right now, Cathy and him were the grant writers. He said he agreed with Trustee Dennis and thought it was a good angle to use and he would use it.

c. Maintenance Agreement Letter to the Virginia Peak Communications Site Users:

Trustee Dennis stated he had not worked on this item. One of the things he was looking at was the new area plan and what's going on with the County and the like, because he wanted to see that integrated into the area plans with the County and the updates as to how the County is going to maintain those roads. So, there's still a lot of politics to be done, and he thought they could see where he was going with it.

7. New Business: None

8. Judicial/Government Affairs:

Mr. Mansfield said he didn't have anything for action, but he did have some clarification on the issue with the ballot and the election. Everyone is probably aware that there were three open seats, but the actual ballot called to vote for two candidates. Cathy had written the Registrar, but they didn't get back to her. He said he subsequently emailed them and they finally got back to us and this is the statement from Jamie Rodriguez, the Registrar of Voters:

I apologize for the delayed response, after discussions with our District Attorney's office and per the canvass of the vote approved by the Board of County Commissioners on Friday we have declared the top 3 vote recipients as those elected to the 3 open seats on the Palomino Valley General Improvement District for the 2022 General Election. Making the 3 elected to the GID to be Tom Baker, Gregory Dennis, and Dan Helton.

Cathy Glatthar added that there were three open seats and two of them were for full four year terms and one was for the balance of a four year term that had two years left. The two top vote getters, Tom Baker and Greg Dennis, get the four year terms, which start 2023 and go through 2026, and then Dan Helton will get the remaining two year term for 2023 through 2024.

9. Calendar Review: Cathy Glatthar reviewed the upcoming items:

- Next month's meeting will be on January 19, 2023.
- Vickie will have the Quarterly Economic Survey ready to be signed at that meeting; it is due by February 14th.
- We will have the election of officers on the January agenda.
- Cathy said she has already submitted the insurance renewal application forms for the POOL/PACT; that's our liability and vehicles and equipment insurance.

- The three, newly-elected Trustees will have to have their oath of office and swearing in done before the January meeting in order to sit on the Board.
- All Trustees need to do their annual filings of the Financial Disclosure Statement and Contributions and Expenses Report. The three newly-elected Trustees will have to do their Acknowledgement of Ethical Standards (that's just done once per term). All those reports are due by January 15th.

Trustee Johnson clarified that those reports can't be submitted before January 1st.

Cathy Glatthar agreed and said in the past there's been some confusion as to which year they were being filed for if you filed before January 1st.

- Vickie will be sending two hardcopies of the audit to the Department of Taxation and a digital file to the Washoe County Clerk.

10. Correspondence: None

11. Public Comment:

- Larry Chesney, Rebel Cause Road, thanked Trustee Johnson for putting in 12 years of his life, if not longer, and devoting it to a black hole called the Palomino Valley General Improvement District. These roads have improved tremendously in Trustee Johnson's tenure and Trustee Johnson influenced the hiring of the good work crew that we have now, and he commended them for the work that they've done. These roads are in the best shape that they've been in in the 17 years that he's lived here, and they continue to improve. He said he applauded the Board for the work that they've done. He thanked Trustee Johnson very much.
- Trustee Dennis thanked Trustee Johnson and said he thought everyone here gives Trustee Johnson a big thank you. He said he's learned a lot.
- Cathy Glatthar personally thanked Trustee Johnson for his many years as a trustee on this Board and what he brought to the Valley: Cape seals, chip seals, asphalt surfacing that we may never have seen without his knowledge and experience on that topic. She also thanked him for the many, many hours he spent as a trustee, all volunteer hours, and the work he did to get us the FEMA money after the 2017 flooding; we wouldn't have had that without Trustee Johnson 's hard work in getting the information that we needed to submit for reimbursement.
- Shawn Kelly thanked Trustee Johnson and said many times Trustee Johnson has walked behind our patch truck with a rake. Trustee Johnson has come out and shoveled, he's been to the Ironwood well and burned weeds, he has put in so many walking hours, and so many man hours. He told Trustee Johnson that he was truly thankful for what Trustee Johnson had done, too, in the time that he's been here. Thank you very much.
- Trustee Johnson said this was his last meeting; 12 years. We have come a long way. We've got over 16 miles of surfaced roads that were either terribly deteriorated or in dirt, one or the other, we've fixed so many of our drainage issues, where we flooded roads every time we had any kind of a storm at all, the Type 7 surfacing, the base surfacing, and so forth. We're picking off roads, a few each year, and he expected to see in the next decade that effort to continue under the new Board and this thing just continue to get better and better. He said he was very proud of what has happened in the past 12 years, but at the same time, it's a great team effort. We

fight like dogs and cats and so forth like that at times, but at the same time, the end product is for the betterment of the Valley. Just look at the increase in property values for everybody who lives on those Cape-sealed roads now; it is rather incredible. When I came here, decades ago, there were limited insurance companies that would even issue home insurance policies because of our road system, and nobody has been turned down by an insurance company in the past few years; we've come a long way, and there's a long way to go. Again, a great team effort by all the Board, and Shawn and Chuck. He said he was still a neighbor, and he still had a whole bunch of expertise locked in his head, and he pledged if it was the Board's desire, for technical consultation, he would always be available to the Board; obviously at no cost and the same volunteerism that's got us to where we are today. He thanked everybody.

- Trustee Otto addressed Trustee Johnson and said he appreciated that tremendously about the future and thank you very much for all your hours; the countless hours over 12 years Trustee Johnson put into this; that's a long haul with a lot of goods and bads, and he appreciated Trustee Johnson pulling through it and then offering to help in the future; that's awesome. Thank you very much.
- Trustee Patterson addressed Trustee Johnson and asked that when he's trying to put these contracts together for the pavement projects in the future, please take my phone calls.
- Trustee Helton addressed Trustee Johnson and said the times driving around out here seeing somebody turn around backwards with a shovel and raking and then finding out it was Trustee Johnson each time was amazing, each time.
- Trustee Dennis said to Trustee Johnson, from all of us, thank you very much.

Trustee Dennis 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 Dennis thanked the people for coming here today, and said their comments were very good; he appreciated it.

- 13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:18 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF DECEMBER 12, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of December 12, 2022 - Almost CD #5010	172,109.25
	Balance as of December 12, 2022 - A/P / General Ckg #4179	723.67
	Balance as of December 12, 2022 - Payroll #4430	20,000.00
	Balance as of December 12, 2022 - Petty Cash	0.00
	Total Cash In All Accounts	192,832.92

<u>Wells Fargo - Almost CD #5010</u>	Balance as of November 14, 2022	438,657.41
Income for the Month		
Ad Valorem/Property Tax	0.00	
Consolidated Tax (CTX)	46,585.40	
LGTA/Fair Share	4,116.04	
Other Income	0.00	
TOTAL	50,701.44	
Interest Income	14.37	50,715.81
Transfer to Wells Fargo #4179	(291,250.00)	
Transfer to Wells Fargo #4430	(26,013.97)	(317,263.97)
	Balance as of December 12, 2022	172,109.25

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of November 14, 2022	772.63
Transfer from Wells Fargo #5010	291,250.00	
Interest Income	2.49	291,252.49

NAME	CK #	AMOUNT	DESCRIPTION	
Sierra Nevada Construction	10013	285,502.00	2022 Road Restoration Project (Partially paid with ARPA Subgrant	
Catherine Glatthar	10019	1,581.40	Secretarial Services \$1,215.00, Accounting/Financial \$280.00, Office Supplies \$11.40, Public Relations \$75.00	
Flyers Energy	10020	3,056.88	Fuel	
Pyramid Business Services	10021	1,161.17	Bookkeeping/Payroll \$1,002.50, Office Supplies \$158.67	
TOTAL		291,301.45		(291,301.45)
			Balance as of December 12, 2022	723.67

ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 12/21/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of December 12, 2022		192,833	
ARPA Subgrant Award		250,000	
Additional Revenue Expected Through August 31, 2023		638,813	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023			1,081,646
LESS Average Monthly Expenses (\$35,000) x 8.5 Months		-297,500	
LESS:			
Capital Outlay FY21&22 Carryover + FY23 \$266,248*; [*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];			
Unexpected Repairs (\$5,000/mo x 8.5 mos); Class E \$2,418;			
Workers' Comp \$1,728 (Feb, May) & \$2,000 (Aug);			
Insurance \$12,000 (July); Mag-chloride \$19,000		-347,622	
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2023			-705,122
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023			376,524
Additional Revenue Expected Through AUGUST 31, 2023:			
From 2022/2023	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
340,854	340,000	Ad Valorem	Jan '23 thru Aug '23
645,531	615,000	CTX	51,250 x 9
40,000	42,000	LGTA	3,500 x 9
1,026,385	997,000		638,813
	-29,385	Difference between Budget and Estimated Operating Funds Report Projected Revenues	
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	18,000	17,427	573
Other (non Road Maint)	17,000	10,486	6,514
	35,000	27,914	7,086
			A/P Acct Exps
Capital Outlay		4,300	P/R Acct Exps
Road Maintenance		285,502	Petty Cash Exps
TOTAL EXPENSES		317,716	317,716

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 12/12/2022, Actual Revenue was LESS Than YTD Estimated By: **-\$10,443.18**

AD VALOREM (Normally received around the 10th of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
at 09/12/22 (35%)	119,000.00	0.00	-119,000.00	-119,000.00
9/15 and 10/13/22	0.00	129,562.84	129,562.84	10,562.84
11/07/22 (21%)	71,400.00	64,374.03	-7,025.97	3,536.87
at 12/12/22	0.00	0.00	0.00	3,536.87
January	0.00			
February (21%)	71,400.00			
March	0.00			
April (21%)	71,400.00			
May	0.00			
June	0.00			
July (2%)	6,800.00			
August	0.00			
	340,000.00	193,936.87	-146,063.13	

CTX (Normally received at the end of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/28/2022	51,250.00	45,936.66	-5,313.34	-5,313.34
10/26/2022	51,250.00	47,237.89	-4,012.11	-9,325.45
11/28/2022	51,250.00	46,585.40	-4,664.60	-13,990.05
December	51,250.00			
January	51,250.00			
February	51,250.00			
March	51,250.00			
April	51,250.00			
May	51,250.00			
June	51,250.00			
July	51,250.00			
August	51,250.00			
	615,000.00	139,759.95	-475,240.05	

LGTA (Normally received mid-month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/16/2022	3,500.00	377.00	-3,123.00	-3,123.00
10/18/2022	3,500.00	6,016.96	2,516.96	-606.04
11/16/2022	3,500.00	4,116.04	616.04	10.00
December	3,500.00			
January	3,500.00			
February	3,500.00			
March	3,500.00			
April	3,500.00			
May	3,500.00			
June	3,500.00			
July	3,500.00			
August	3,500.00			
	42,000.00	10,510.00	-31,490.00	

PVGID OPERATIONS MANAGER'S REPORT

Report Period 11/14/2022 to 12/11/2022

ATTACHMENT: 12/21/2022 Meeting - Agenda Item 5.a.

ROADS GRADED AND/OR COMPACTED:

1. Broken Spur (N)
2. Prairie: Winnemucca Ranch to Big Dog
3. Wilcox Ranch: Crazy Horse to Quaking Aspen
4. Crossover: Wild Horse to Twin Springs
5. Grey Van
6. Rebel Cause
7. Two Forty
8. Hockberry
9. Amy: Whiskey Springs to James Ranch - Recover the Class E where native soil came through with 300 yards of Class E
10. Sage Flat
11. Jackrabbit (S)

OTHER ROAD WORK:

1. Sharrock: Amy to Broken Spur, Edge reinforcement
2. Broken Spur: Sharrock to Morgan Ranch, Edge reinforcement
3. Whiskey Springs: Pyramid to just past Broken Spur, Restripe painted lines
4. Ironwood: Pyramid to Ironwood Pit, Restripe painted lines
5. Ironwood @ Amy: R&R stop sign
6. Whiskey Springs: Reinstall "Water Over Road" sign at dip
7. Whiskey Springs @ Grass Valley: Reinstall Arrow signs that were taken out by car crash
8. Axe Handle: Snow Removal
9. Curnow Canyon: Snow Removal

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings
8. Holidays
9. Misc. Shop Building Estimates

EQUIPMENT:

1. 00 Peterbilt Transfer: Coolant leak from oil cooler, R&R oil cooler, fill with new coolant, and pressure check system for leaks; Change oil, oil filter and air filter; Lube chassis; Repair flat tire
2. 97 Vactor: Bad batteries, R&R
3. 96 Peterbilt Bobtail: Bad batteries, R&R
4. 88 GMC Dump: HVAC blower motor inoperable, R&R; Change oil and oil filter
5. 05 IR Compactor: Install company radio
6. 90 621 Loader: Replace multiple lights that were inoperable
7. 01 F450 Pickup: Change oil and oil filter
8. 03 770 Grader: R&R Cutting edges

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, DG=DG Added, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prtl	G				G/CE prtl
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prtl		G prtl			RGMC prtl	MC prtl			
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G						R/G		
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prtl	CC(1)				SR
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R		R	R/G/CE	
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G							G	
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												G
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G			R/G	R	R
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prtl			R/G prtl	R	R
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM						AM/EP	CS	AM
UP	Chantry Flats	1.1		D				G	G			G/D/DG		
UP	Chieftan (Pasture View - Vista Trail)	0.8											R	
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6									R		R/G	G
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G				R	G	SR
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G				R	G	SR
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G					G	SR
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G		G prtl			
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prtl		G prtl			
UP	Grass Valley (Pyramid - Wayside)	2.6					G prtl							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G				R/G	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

2022 Operations Manager's Report Date														
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G			G	Comp
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G						G	Comp
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								AM
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								AM
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				Sign
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					R/G
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D							R			
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5										G		
UP	Pasture View (Sharrock - South End)	0.5										G		
UP	Pasture View (N)	0.8				R/G						G		
UP	Peak (E - W)	0.7				G			G			G		
UP	Peak (N - S)	1.7							G		Sign			
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5										R		
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								G
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G	CE/ER/MC	MC prtl		
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
UP	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
UP	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC			G	
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G					G	

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

ATTACHMENT - 12/21/2022 Meeting - Agenda Item 5.b.

METAL BUILDING PROJECT

Approved Estimated Building Project Budget: \$150,000

Estimated Building Project Costs:

WC Building Permit	\$2,500
Metal Building	\$58,700
Concrete Work	\$41,100
Erection	\$31,000
Miscellaneous	\$11,000
WC Electrical Permit	\$45
Electrical	<u>\$5,000</u>

Estimated Total Costs: \$149,345

Estimated Remaining Balance: \$655