

SPECIAL MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
PO BOX 615, SPARKS, NV 89432-0615

Thursday, May 17, 2018

MINUTES

Larry Johnson called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 4:32 p.m. Thursday, May 17, 2018 at 6015 Ironwood Road, Reno, Nevada.

1. **Roll Call:** Present were Marty Breitmeyer (arrived at 5:00 and left at 6:20 p.m.), Mitch Gerlinger, Greg Dennis, and Larry Johnson. Jim Currivan was absent. Also present were Jim Hicks, Operations Manager (arrived at 6:00 p.m.); Maureen Sidley, Assistant to the Secretary (arrived at 6:00 p.m.); Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (arrived at 6:00 p.m.).
2. **Public Comment (limited to three minutes per speaker):**
Larry Johnson asked if there were any public comments? Hearing no requests, he moved to the next agenda item.
3. **Retire to Closed Session:** Greg Dennis made a motion to go into a closed session, pursuant to NRS 241.030, to consider the character and professional competence of applicants for employment. No action will be taken during the closed session. Mitch Gerlinger seconded the motion, and hearing no opposition, the Board went into the closed session.

Reconvene for the Open Session of the Special Meeting.

Larry Johnson reconvened the special meeting at 6:05 p.m.

1. **Roll Call:** Trustees present were Marty Breitmeyer (left at 6:20 p.m.), Mitch Gerlinger, Greg Dennis, and Larry Johnson. Jim Currivan was absent. Also present were Jim Hicks, Operations Manager; Maureen Sidley, Assistant to the Secretary; Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel.
2. **Public Comment:**
Cathy Glatthar said this is an election year and there are some important filing dates coming up for the five people running for office. She said on May 22nd, their contributions and expenses (C&E) report number 1 is due. She suggested they file all of their C&E reports now, and if they have any contributions or expenses later, they can amend that particular report.
Larry asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.
3. **Action on Closed Session - which may include, but is not limited to, hiring an operations manager and/or grader/equipment operator(s):** Larry Johnson stated they interviewed two very qualified candidates; one he felt had superior construction background, and he personally thought both candidates had adequate expertise and experience in equipment operation and maintenance. He said he felt one of the candidates had superior public interaction skills which is also very important in this position. Marty Breitmeyer said he believed one is definitely better for the public, without question. Mitch Gerlinger agreed. Greg Dennis said many of his questions dealt with

skill levels in getting along with the public. He said one of the things we need is someone who can interact with the public. He said we have probably over 100 driveway culverts that need to be addressed and we're going to need someone who can knock on doors and get in touch with residents to work on some of those issues; it may be more important as the SPA area gets built out. Larry said the individual they are talking about who has superior interpersonal skills is Shawn Kelly. Marty Breitmeyer made a motion to promote Shawn Kelly to Operations Manager (OM). Greg Dennis seconded the motion, and hearing no opposition, the motion passed. Larry congratulated Shawn. Shawn thanked the Board.

In answer to Larry's request, Cathy Glatthar stated she had already notified the candidates that did not make the "short list." Larry said he would call the other candidate personally and inform him of their decision. Marty asked if the equipment operator position could be offered to the other gentleman? Larry said that's a possibility, but doubtful based on the wage. Larry explained that we will need to fill the equipment operator position, and we have received some resumes for that position, but we were awaiting the outcome of filling the OM's position. He said the Board policy says that the OM interviews and hires that individual, since Shawn has only been with us for a month, Larry suggested the Board also has some involvement in that hiring process, with Shawn making the final decision. Larry said we have three applicants and asked Cathy to send them out again to the Board and to Shawn. Greg Dennis said one of the things we were looking at was hiring of employees and we should not have just one person hiring. Shawn Kelly said he's always had a panel of three. Larry suggested they discuss it at their Monday morning meeting. Larry asked Jim Hicks if he would be able to stay on until they fill the equipment operator position? Jim said no problem. Larry thanked Jim.

[Marty Breitmeyer left the meeting - 6:20 p.m.]

Greg asked about the grace period for the new hire. Louie Test looked it up in the employee manual and said it is 90 days. Larry said our entire crew will be on that probationary period for several months.

4. **Approval of Minutes – Closed Sessions 1 and 2 for March 8, 2018 and April 19, 2018:** Mitch Gerlinger made a motion to approve all three sets of minutes as written. Greg Dennis seconded the motion. Hearing no opposition, the motion passed.
5. **Financial Reports and Payment of Bills:**
 - a. **Financial Reports:** Maureen Sidley said she looked into health insurance with Washoe County and two people in HR said no, but one person suggested she talk with the head of HR, Amy; she said she has a call into Amy, but hasn't heard back yet. She said she would not stop until she hears back from Amy. Larry Johnson clarified for the public that the District has an allowance per employee of a \$1,000 per month for their purchase of their own health insurance policy. He said we are exploring whether or not we could join Washoe County; typically the answer is going to be no, but we'll see.
 - b. **Payment of Bills:** Maureen Sidley stated the Bulldogger pneumatic roller was purchased for \$22,800, a sweeper was purchased for \$400, repairs were made to the Ford and the Chevy, and repairs to both the 770 and the 670 graders to Power Plan in the amount of \$5,557.52. She reported that she contacted Power Plan and had the account credit limit raised from \$7,500 to \$15,000. She said she also went

to AT&T and got a new plan for \$60 a month with unlimited minutes and two gigabytes of data. Cathy Glatthar asked Maureen to explain the Hoffman Test 2011 payment. Maureen explained that Louie Test's accountant and she had differing amounts, so she audited the account all the way back to 2009 (a point where they both agreed). She said they discovered that the accountant was not treating the payments as a retainer, and if Mr. Test did not attend a meeting, the retainer was being put in a trust account and in 2011 the accountant said nothing was owed because of a credit balance of three months (the money put into the trust account). She said this payment represents those three months retainer fees and the account is now current. Larry explained that Louie Test's agreement with the GID states that he will attend a majority of the meetings and the monthly fee is a retainer. Greg Dennis asked Louie about extra activities? Louie said if there are extra activities, he clears it through the Board; such as the Washoe County matter, the agreement with Truckee Meadows Fire, and the AT&T cut cables. Greg Dennis made a motion to pay the bills. Mitch Gerlinger seconded the motion, and hearing no opposition, the motion passed.

- c. **Discuss Dump Truck Options: Repair, Replace, or Other:** Jim Hicks said Shawn Kelly has been looking at the trucks, but Shawn hasn't gotten to the dump truck, yet. He suggested waiting until the next meeting to discuss. Cathy Glatthar reported the dump truck is a 1992 that the GID purchased in 1998.
- d. **Discuss Installing a Hitch on the Water Truck:** Larry Johnson explained that Jim Hicks had recommended not installing a hitch on the water truck.

6. Road Maintenance Reports:

- a. **Road Reports:** Larry Johnson stated no special projects have been done in the past couple of weeks; all the work done has been road grading. He read the list of roads graded (see attached Operations Manager's Report for 04/16/18 to 05/10/18). In response to Larry's question, Jim Hicks reported this week they worked on Amy, Amy south, and Little Ironwood. He said with the rain yesterday and today, they worked on Amy and the section of Range Land between the highway and the cattle guard. He said he surveyed Range Land and it's a lake; eight inches to a foot deep. Larry said conditions might be good enough on Monday to run both graders. Jim added if there's a need for some water, we could have one of the temporary workers run the water truck and have both graders going. Larry said over the next few weeks, we will play catch up and grade as many roads as we can.

Greg Dennis asked how we were going to deal with the potholes in the developer-placed Cape seals? Larry said their Cape seal, our roads; his recommendation is that we have residents who drive those roads and the potholes in the travel lanes should be done. Greg agreed and Jim Hicks said they would get it done.

- b. **Report on Flood Repairs and Mitigation and FEMA and State Disaster Funding:** Larry Johnson asked Cathy Glatthar to give an update. Cathy said on April 9th she submitted the "invoice" for project worksheet number two which was for the grading of roads to restore them to pre-disaster condition. She said a few weeks ago they [State Department of Emergency Management (DEM)] requested time cards, which is not what she thought the policy guide called for, but we give them what they want. She said she got the time cards [and pay stubs] from Maureen Sidley on Sunday morning and by Sunday night she had them sent off to DEM. She said this project worksheet is 100% complete, which means DEM has 90 days to process the invoice.

She said they have to do a physical site survey, so we should be hearing from them soon. Larry said he would be the one to take them on the tour. Cathy added the good news was DEM was very happy with the way she presented the package, and she said she was relieved to know that, and the other three project worksheets should go very smoothly. Larry clarified for the public that a large percent of last year's budget was spent on flood damage repairs and we have not been reimbursed for any of that yet. He said the total amount spent was about \$170,000 and the grants from FEMA are reimbursed at 75% and the State reimbursement is 12.5% leaving the GID's portion at 12.5%. He explained total reimbursement will be about \$150,000 and this first project we are "invoicing" amounts to almost 50% of that total (\$70,049).

- c. Capital Improvements Plan:** Larry Johnson said with a lack of budget, we don't have the amount of money we would like for capital improvement projects. He said we can't do any planning based on the possible receipt of FEMA funds. He said this month's projection shows we will have \$166,000 available for capital improvements, which won't allow us to do additional surfacing of Amy, Wilcox Ranch, or Right Hand Canyon. He said he thought we needed to take a step back and do some patching and edge resurfacing on Ironwood instead. He highly recommended doing Cape sealing for the section of Amy Road between Ironwood and around the sharp corner onto Wilcox Ranch (approximately 200 feet, including Amy south for about 100 feet) because that section has to be graded on a weekly basis. He mentioned there will be significant work that will need to be done before surfacing because there are three driveway culverts and other drainage work, and he said he wanted to pull the sides in some more and elevate the road to the extent practical and possible there. Shawn Kelly said there is a lot of sand on the sides and we would need to bring in some mixing material so it will tighten up.

He said the capital improvements for this year will have to focus on protection of and possibly upgrading ... we may want to have a professional contractor come in and do the patching work on Ironwood across from the horse corrals; it's not just edge break off, but failure of the Cape seal. Greg Dennis said that was his concern also; to keep what we have functioning, first. Larry said that has always been our first priority over the years. Larry said he would also like to work on portions of Range Land, Peak, and Big Dog, but it takes money. He said every month we have a falling of the net operating funds for capital improvements. He said we started out with over \$250,000 and now it's down to \$166,000; he said he needs the most accurate figure possible to be able to do proper planning and present the Board with recommendations by next meeting and have draft contract documents. He asked Cathy if she thought this balance would continue to drop? Cathy replied as far as the expected revenues, she felt her figure was fairly accurate because she lessened it by 10%; to date, it's down by 7%, so this is an even more conservative figure. She said what's happening is our expenses are much higher than normal with lots of repairs, and the purchase of the roller unit. She reported year-to-date, expenses are \$41,000 more than projected and there are still more repair bills coming. Larry said what he has done in the past with the bids and the contract documents is bid by unit prices with qualifications that we adjust quantities up or down depending on budget and the prices bid. Greg asked what was spent on Cape Seal last year? Larry replied \$249,000. Larry said we will do as much as we can with the dollars we have.

Cathy said something to keep in mind is the culvert flushing needs to be done for FEMA before August 17th; this may add additional temporary labor costs. Shawn Kelly said we've had some temporary laborers working on patching and we could have them use the second water truck and get that work done. Larry said it only takes one guy to go into Granite to pick up the patch material and the other guy could run the water truck in the interim. Shawn mentioned they've needed to do some sweeping in order to prepare the edge for patching. Larry asked if the sweeper in the yard is working? Jim Hicks said it was not.

Greg asked how we are going to go about producing an assessment on Ironwood and a couple of other roads for a contractor to come in and fix those roads; do we just get a square footage? Larry said yes, he walks the road and paints out square and rectangular patterns, and calculates the square footage. Greg asked if it would be cost effective to lay a 12 foot path on Ironwood? Larry said not necessarily. Greg said he didn't think those Cape seals were going to hold up as wonderfully as we think. Larry said for example, take Whiskey Springs (from just beyond Broken Spur to Pyramid Highway), we first did a Cape seal in 2012, then put on the second and last surfacing in 2016. Greg asked if we doubled it on Ironwood? Larry said not with the same product; we were skipping around with test sections. He said the section one mile in from the highway to the pit, is performing very well, and only needs some edge patching in a few places. He said areas within the first mile, because we put down a chip seal first, let it go for a year and it got beat up really bad before we came back with a micro-pave slurry over the top of it and it wasn't in time. He said the other factor on Ironwood is we have extreme drainage problems across from the horse corrals where we have sheet flows coming off the mountain, we have very poor ditch drainage, that drainage swale has to be moved back away from the Cape seal; even if there was pavement there, it would not hold up.

Larry said we have three different products in that five miles and that first mile has problems. Greg said before we add more surfaced roads, we have to make sure we have a budget to maintain what we have already put down. Larry said we have analyzed that since 2011, and said if our Cape seal will last two years, here's how many miles we can do; if our Cape seal will last three years, here's how many miles we can do, if we get to the point where we can put two layers down, then we can get an extra year out of it, then here's how many miles we can do. He said Pete Schmalzer was a pavement research expert, and we went through this in detail year after year. Greg said he only knows what he sees now; we have \$166,000, we have to keep up what we have and when we put a bid together, are we or are we not going to fix what needs to be fixed first before we go and add any additional? Larry said we have to; that has always been the priority and always will.

- d. Operations Manager's Report:** Jim Hicks said Shawn Kelly has looked at the belly dump and we can probably fix it. He explained the trailer needs brakes, new tires, probably some bearing work, and probably some air hose work. He said the tractor may need brakes, it needs new tires and service. Larry asked how many hours he used the belly dump last year? Jim said they used it to put sand down. Larry said for the price of rehabilitation and repair, he wanted a report and recommendation next month; do we just sell this and contract with an outside trucking operation? Shawn said the tire dates are '01, they are way out of spec, it has mismatched tires on it, but he is seeing a need to bring in fill and if he has a temporary worker who can operate that truck ... it has a brand new engine with 30,000 miles on it; that speaks

for itself. Larry reiterated that's why at the next meeting he wants an analysis and recommendation. Greg Dennis asked if we are scrapping the old roller? Jim said we are and it's already out of the yard.

7. Old Business:

- a. **Status of Draft Agreement with LW Land Company:** Larry Johnson said there is no change on this item. Susan Ambrose, in the audience, stated that Mr. Murphy has equipment on site and is cutting a path through Kurt Streeter's property to Ironwood and she understands that Mr. Murphy has purchased an easement from Mr. Streeter to run a road through there for his construction project. She wanted to know if this would have an impact on the repairs to Ironwood? Larry said yes, but we do have a condition of approval on the Murphy development that we are going to do a survey before he starts construction and do an annual survey and assess them accordingly for reimbursement to the District for repairs, and they will not get a certificate of occupancy unless Mr. Murphy complies. He explained the cities and the counties have the developer post a bond, a surety, to guarantee repairs will be made. Larry said for any future developments, we have to be smart and do the same; he said he did not for this one and the blame is on him. He explained both he and Louie Test have made contact with the developer and his engineer requesting a meeting to draft an agreement. Donald Otto, in the audience, asked if we would have a gain in taxes? Larry said we would receive property taxes from those new residents.
- b. **Washoe County Proposed Refund of SPA Developer Fees:** Larry Johnson said there is nothing new on this.
- c. **Employee Job Descriptions:** Larry Johnson said he had some changes and started with the "Grader Operator" description and said he recommended changing it to "Equipment Operator" and eliminating the old "Equipment Operator" job description. Cathy Glatthar interjected and said at the last meeting, Mitch suggested item number eight be changed to read, "Performs other related work as required and all other assigned duties." She also mentioned another change suggested last time was to "Other Requirements" to read, "Possession of a valid Commercial Class A Nevada Driver's License with a tanker endorsement or able to obtain one in 90 days" (adding "commercial" and changing from 180 days to 90 days).

Larry then addressed the "Operations Manager" job description, and stated the "Other Requirements" should be the same as for the equipment operator. He reviewed the remaining changes he was suggesting:

In the first paragraph, "Job Description," Larry said our policy manual says the operations manager reports to the President, so he thought it should be reiterated here: "Under administrative direction from the President, the Operations Manager plans, organizes, ..." - Larry suggested adding "performs" here because our operations manager will be operating the motor grader 90% of the time - "... performs, and directs the District's road maintenance operations ..." Greg Dennis said direction should not be from only one person. Mitch Gerlinger suggested direction come from the Road Committee. After some discussion, the Board agreed to have the sentence read: "Under administrative direction from the Road Committee, the Operations Manager plans, organizes, performs, and directs the District's road maintenance operations ..."

Mitch said he thought the way the operations manager job description is currently written should be scrapped because 95% of the OM's workload is driving the grader and that is buried all the way down as item number 10, which states, "May be required to do the duties ... "; he said no, that's actually number one. Larry said he had changed "May be required" to "Perform." Mitch then suggested moving Larry's revised version of number 10 up to the top and make that item number 1. Greg and Larry agreed. Mitch said another way to deal with this is to create a new part-time manager position, where we have a true manager position instead of having a grader operator with managerial skills. Greg suggested making the changes mentioned and leaving the positions as is for now; maybe make changes sometime in the future. Larry agreed and said he added a new item number 2 that reads, "Interacts with the public within the District." Greg said that is one of his favorite points; the operations manager needs to get along with our constituents. Larry stated he also changed item number 6 to read, "Investigates complaints and requests for maintenance within the area of jurisdiction."

Shawn Kelly said there aren't always perfect days within any given week, and there will be times when something happens and he will have to re-direct his focus elsewhere; he's not going to say now what do I do, he's going to assess the situation and get things done.

Greg Dennis made a motion to make the discussed changes to the job descriptions. Mitch Gerlinger seconded the motion, and hearing no opposition, the motion passed.

- d. Employee Handbook Update:** Larry Johnson said he went through the employee handbook and had a series of proposed edits. He said most of it is wordsmithing and some of the changes are profitable to productive, Company to District, clients to constituents. He said he changed the "Performance Evaluations" section to match what is in the Board Members Handbook to read, "Employees will have their job performance reviewed on an annual basis by either their supervisor or by the Board of Trustees. The president will prepare the job performance review for the maintenance supervisor. Review will be conducted by the full Board of Trustees in a closed session. Employees will be notified in writing at least one week prior to the closed session of their review schedule." He said under "Drug-Free Workplace" and "Rules of Conduct ..." sections, "including marijuana" was added. Shawn Kelly mentioned the employees will be required to have a class A license so they will have to follow the FMCSA [the Federal Motor Carrier Safety Administration], Federal drug guidelines. Greg Dennis clarified that the handbook will refer to the Federal standards for commercial class A driver's license holders. Larry said the employees will be given a copy of the handbook, and there is an acknowledgment page that each employee will sign.

Greg Dennis made a motion to accept the modifications to the employee handbook. Mitch Gerlinger seconded the motion, and hearing no opposition, the motion passed.

8. New Business:

- a. Discuss Board Member Handbook Policy Changes - To include, but not limited to, Trustee Responsibilities and Employee Sections:** Greg Dennis said he was the one who brought this up and he felt like we now have a workable arrangement for the next four or five years. He said when the area gets bigger, we may need a change in the operations manager position. After a brief discussion, the Board decided to leave the Board Member Handbook as is.

b. Road Maintenance Manual: Larry Johnson said he didn't know why this was on here because he hasn't written the manual. Cathy Glatthar said it was brought up at the last meeting and was requested to be put on the next agenda.

9. Judicial/Government Affairs:

None

10. Calendar Review:

- Larry Johnson said we need to conduct Shawn Kelly's performance review 90 days from hire date, which would be the August meeting (August 16, 2018).
- Cathy Glatthar stated we have a special budget hearing meeting on Thursday, May 31st at 6:00 p.m. at the Washoe County range. The agenda will include the budget hearing and the belly dump.
- Cathy said each year we have to submit a copy of the Air Quality aggregate pit permit to Community Development as a condition of our special use permit (SUP). She said she contacted AQMD looking for the permit renewal invoice and was told AQMD wants to close out the permit because our operations no longer require a permit. She said she contacted Roger Pelham regarding how to comply with the SUP without an AQMD permit. She explained that Roger stated we needed a letter from AQMD for this year and then we have to apply for an Amendment of Conditions for the SUP. She said Larry had a good suggestion that we propose sending a letter every year stating that the GID is operational.

11. Correspondence:

Cathy Glatthar reported there are two equestrian events here in the Valley, one is the Traditional Mexican Rodeo events which are on Ernie Lane which is off of Roadrunner Road. She explained they have sent in their 2018 schedule and their watering contract in compliance with their SUP. She said the schedule was sent to Jim Hicks, and now Shawn Kelly will check the condition of Roadrunner after these events and determine if it needs grading or not. She explained the other events are the horse races on Grass Valley Road. She explained they sent in a watering contract that was unacceptable and she rejected it. She said the operators cancelled their May 5th event and there is another event scheduled for this Saturday (May 19th) but she has not heard back from them; so that event should be cancelled also. She said once the horse race operators get her a valid watering contract, she will send the schedule of events to Shawn.

12. Public Comment:

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

13. Board Member and Staff Items:

None

14. Adjournment: Mitch Gerlinger made a motion to adjourn the meeting. Greg Dennis seconded the motion, and hearing no opposition, the meeting adjourned at 8:00 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

BANK & DISBURSEMENT RECONCILIATION

@ May 17, 2018

Total of all Bank Accounts:

Balance'@ May 17, 2018 - Money Market - #5010	245,930.88
Balance'@ May 17, 2018 - Savings - #4658	2,001.05
Balance'@ May 17, 2018- PR/Petty Csh - #4430	17,000.00
Balance'@ May 17, 2018 - General Ckng - #4179	120.04
<i>Total Cash IN All Accounts</i>	<u>265,051.97</u>

WELLS FARGO-ALMOST CD #5010

Balance'@ April 19, 2018 267,802.35

Income for the Month

Consolidated Tax	25,880.49	
Ad Valorem	6,814.77	
LGTA	<u>3,646.23</u>	
Total Income	36,341.49	36,348.16
Interest Income	6.67	

Transfer to Wells Fargo #4430	(18,419.63)
Transfer to Wells Fargo #4658	0.00
Transfer to Wells Fargo #4179	(39,800.00)

'Balance'@ May 17, 2018 245,930.88

WELLS FARGO-SAVINGS #4658

'Balance'@ March 8, 2018 2,001.00

Transfer from Wells Fargo #5010	0.00
Transfer to Wells Fargo #4179	0.00
Interest Income	0.05

'Balance'@ May 17, 2018 2,001.05

Wells Fargo - PettyCsh/P/R Acct#4430

Balance'@ April 19, 2018 17,000.00

Transfer from Wells Fargo #5010	18,419.63	Deposit	
Void Check # 5750	87.44	Employment Sec. Dept (Bond Pmt)	18,507.07

Net Payroll	13,682.76	Net Payroll	
Wells Fargo - 941 Pmt	EFTPS 1,220.48	Mo. 941 deposit - April	
Public Agency Comp. Trust	ACH 1,091.75	Workman's Comp	
PERS	5806 2,148.28	PERS -April	
AT&T	5801 363.80	Mobile Phone	

\$18,507.07

(\$18,507.07)

'Balance'@ May 17, 2018 17,000.00

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
 BANK & DISBURSEMENT RECONCILIATION
 @ May 17, 2018

NAME	CK #	DESCRIPTION	
<u>WELLS FARGO-GENERAL #4179</u>		Balance'@ April 19, 2018	591.52
Transfer from W.F.#5010		39,800.00	
Void Check	9316	219.92 GTX	
			40,019.92
 PUBLIC WORKS			
Alhambra & Sierra Springs	9413	29.21 Monthly Water	
Bulldogger Services	9412	22,800.00 Equipment	
Cashman Equipment	9414	545.16 Generator Repair	
Catherine Glatthar	9415	1,604.89 Monthly Work	
Dynamic Diesel	9416	1,032.14 Repairs on Ford F-450 & '88 Chevy	
Flyers Energy	9417	905.73 Fuel	
Granite Construction	9418	2,676.69 Patch	
Hoffman, Test	9411	1,270.50 Prior from 2011	
Hoffman, Test	9409	1,288.00 Special Project Balance	
Hoffman, Test	9419	435.00 Monthly Fee	
Humana	9420	258.02 Health Insurance	
Humana	9426	91.10 Health Insurance	
Maureen Sidley	9429	353.00 Monthly Bookkeeping Work, Copies	
Nv Energy	9421	149.26 Office Utilities	
PowerPlan	9422	5,557.52 Repairs on 770C	
Reno Gazette Journal	9427	151.00 Legal Notice - Tenatative Budget	
Sani Hut	9423	129.87 Monthly Charge	
Silver State Barricade & Sign	9424	781.80 Misc. Signs & Barricades	
Shawn Kelly	9428	400.00 Sweeper	
Waste Management	9425	32.51 Waste Removal	
TOTAL		40,491.40	(40,491.40)
		'Balance'@ May 17, 2018	120.04

PVGID OPERATIONS REPORT
Report Period 04-16-2018 to 05-10-2018

ATTACHMENT: 05/17/2018 Meeting Agenda Item 5. d.

ROADS GRADED:

Big Dog
Broken Spur
Amy (S)
Amy
Bacon Rind (S)
Crazy Horse
Hay Canyon

OTHER ROAD WORK:

Finish Culvert Installation (Quaking Aspen)
Finish Culvert Installation (Amy)

OTHER:

None

EQUIPMENT:

621 Loader (new seat)
Dozer (service)
Backhoe (Service)
670 Grader (Adj. valves, service, new seat)
770 Grader (Adj valves, A/C evaporator, service)
International Water Truck (service)
F450 Ford (service)
Chevy 30 Mini Dump Truck (headlights, service)
Ironwood Generator (service)
Wayside Generator (turbocharger, service)