

## SPECIAL MEETING

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

Thursday, June 20, 2019

### MINUTES

Trustee Larry Johnson called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 5:03 p.m. Thursday, June 20, 2019 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Marty Breitmeyer (arrived at 5:52 p.m.), Donald Otto, Greg Dennis, and Larry Johnson. Jim Currivan was absent. Also present were Shawn Kelly, Operations Manager; Vickie DiMambro, Assistant to the Secretary/Bookkeeper (arrived at 6:00 p.m.); Cathy Glatthar, Assistant to the Board; and Louie Test, Legal Counsel (by telephone).
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:** Trustee Otto made a motion to go into a closed session, pursuant to NRS 241.030, to review the performance appraisals of Employee Chuck Blower and Operations Manager, Shawn Kelly. No action will be taken and discussion during the closed session is limited to considering the character and professional competence of said employees. Trustee Dennis seconded the motion, and hearing no opposition, the Board went into the closed session.

### **Reconvene for the Open Session of the Special Meeting.**

Trustee Larry Johnson reconvened the special meeting at 6:03 p.m.

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

2. **Public Comment:**

Marshall Todd thanked the GID for putting more material along the shoulder of the road at his driveway entrance.

George Boyce asked if repair of the cattle guard on Range Land Road was on the GID's list? Shawn Kelly replied that it is.

Katherine Snedigar said the roads out here are a mess. She stated whatever work was done on Pasture View, there were huge lumps of dirt left on the side of the road and the road is bumpy. She said the ditches are unsafe. She said the culverts that were put in are not working. She said the ditch along Whiskey Springs from Pasture View to Amy is dangerous; it's too deep. She opined that the grader is too light. She asked if permission was given to put in a culvert that went right into someone's yard? She said the edges of the roads that are paved are falling apart.

Trustee Johnson asked Ms. Snedigar which culverts she was referring to?

Ms. Snedigar stated the one down on Sharrock and the culverts put in on Wilcox Ranch Road.

Kate Whalen-Carlson said she lives on Wilcox Ranch Road and she was trying to determine who is in charge of what's being done on the roads, and if Trustee Johnson was appointed or elected? She said she checked into the easements and was trying to figure out what regulations, policies, or codes define the duties and that she was concerned that an engineer was not involved with the work being done. She said her home and [horse] shelters are in direct line with the culverts. She said she is nervous about possible damage to her property.

Trustee Johnson said this would be discussed under Road Reports.

Larry Carlson said he lives at 4500 Wilcox Ranch Road, and asked Trustee Johnson if he was an officer of the State of Nevada or one of the corporate divisions?

Trustee Johnson explained this Board is the Palomino Valley General Improvement District. He said we are a separate board, a separate entity, and we are authorized by the State Legislature and Washoe County Commission. He said we are elected in the general election, and we serve on a volunteer basis with no pay. He explained as for expertise, he was the founder and president of Black Eagle Consulting, the largest geotechnical engineering firm in the northern half of the state, and has a few thousand miles of roadway design, construction, and maintenance under his belt. He said he's been practicing for over 50 years, and his degree is from the University of California, Berkley. He stated Trustee Dennis is a retired [civil engineer] from the City of Reno; Trustee Otto is an equipment operator; and Trustee Breitmeyer is a construction superintendent for Q & D Construction.

Mr. Carlson asked if there was an engineering report he could look at?

Trustee Johnson said no, there is not.

Mr. Carlson said the company doing the work on Wilcox Ranch Road said the GID is wasting it's money and it's not going to work.

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

3. **Approval of Minutes – May 23, 2019:** Trustee Dennis made a motion to approve the minutes as written. Trustee Breitmeyer seconded the motion. Hearing no opposition, the motion passed.
4. **Financial Reports and Payment of Bills:**
  - a. **Financial Reports:** Cathy Glatthar reviewed the Estimated Operating Funds for Capital Improvements report (see attached), stating revenues received were: Ad Valorem \$248.60; CTX (Consolidated Tax) \$34,265.03; and LGTA (Fair Share) \$2,827.82. She stated actual revenue received exceeded estimated by \$39,664.24, year-to-date. She said she held back the balance of the Joy Engineering contract, \$202,897. She stated the net operating funds for capital improvements is \$189,585; based on estimated revenues expected through the end of August of \$71,140.
  - b. **Payment of Bills:** Vickie DiMambro handed out and reviewed the transaction report (see attached). She stated the total cash in all accounts was \$468,141.69. She stated for the payroll/petty cash account there was nothing out of the ordinary. She did point out that Shawn Kelly was able to get the new cell phone for \$100 less, and

it only cost \$50. She referred to the back side of the report. She explained the A & H Insurance bill was for the 2019-2020 POOL/PACT liability insurance, which increased over last year by \$648.65; most of the increase was due to property values increasing with equipment purchases. She stated we received a bill from Joy Engineering for the first progress payment on the road improvement project, with 10% retainage held back, in the amount of \$38,531.52. In answer to Trustee Otto's question, Trustee Johnson explained he did review the invoice and the majority of it was for the \$25,000 mobilization charge. Vickie stated we received a notice from Granite Construction that effective July 1st, asphalt prices would increase by \$1.50 per ton. Cathy Glatthar added that the current rate is \$100.50 per ton for the cold-mix patching material. Katherine Snedigar asked how much of Cathy Glatthar's bill was for office supplies? Cathy reported office supplies were \$217.48; which was mostly for first aid kits and supplies she ordered for the office. Trustee Dennis made a motion to pay the bills. Trustee Breitmeyer seconded the motion, and hearing no opposition, the motion passed.

## **5. Road Maintenance Reports:**

- a. Road Reports:** Trustee Johnson stated we continue to receive more maintenance requests than we can get to in any one week, but we prioritize those every Monday morning and Shawn and crew are doing their best to meet those needs. He reviewed the operations report (see attached).
- b. Status of 2019 Road Improvement Project:** Trustee Johnson explained we have a contract with Joy Engineering to build roadside drainage intercepting channels on uphill sides and use that material to raise the road. He said culverts were extended, five culverts were enlarged, and one new culvert was installed [on Wilcox Ranch Road].

Trustee Johnson addressed Mr. and Mrs. Carlson and offered to meet with them at their property Friday morning [June 21, 2019] at 9:00. Trustee Otto agreed to attend the meeting.

Mr. Carlson stated when the work was going to be done on Wilcox Ranch Road, he should have been informed that eight feet of his property was going to be taken; survey stakes were removed by the contractor.

Trustee Johnson explained there is a 66-foot wide easement, and the work is contained within those 66 feet. In answer to Mrs. Carlson's question, Trustee Johnson said the Carlsons still own the easement. Mrs. Carlson then asked if something is done wrong [within the easement], who is held liable for any resulting damage?

Louie Test (by phone) responded that the GID has the authority to make improvements within the easement. He said he could not comment on this particular matter; that the meeting set up for tomorrow morning is to discuss what the issues might be. He said the GID has easements and has the right to maintain the roads within those easements, and perform whatever improvements are necessary in order to properly maintain the roads.

Trustee Johnson stated for the record, in every major storm, for decades, water has come down that drainage and jumped the road and flowed through the Carlson's property. He said the northern drainage, where two small drainages come together, where the GID installed a new culvert, this past winter, for example, jumped the road

and washed a major ravine all the way through the Carlson's property. He explained the intercepting drainage channel that is being constructed on the uphill side, will mitigate and meter-out those flows rather than having 100% of those flows pour onto the Carlson's property. He said, if anything, it should help the Carlsons and not damage them. He said the one culvert was enlarged because it was of insufficient capacity to carry those flood flows. There was some additional discussion about the ravine cut through the Carlson's property during a flood event, prior to the GID's installation of the new culvert at that location. Louie Test stated if the flood flows are following a natural drainage, the GID has to ensure the natural drainage continues. Trustee Dennis said discussion needs to wait until Trustees Johnson and Otto meet with the Carlsons, on site, tomorrow morning. He mentioned taking photos and video of the flood flows back in February, and that he made comments then that the roads needed to be raised in those areas and get proper drainage installed so the roads are not washed away; we need to maintain access for the residents.

Susan Ambrose said a lot of this situation could have been mitigated if the GID had gone to the property owners who might be impacted by this project.

Trustee Johnson said notice of this project was posted on the GID's website [and on NextDoor and the Palomino Valley Community FaceBook page]. He said he did discuss the project with a property owner on Amy Road, and specifically had a conversation with Mr. Carlson about the project.

Mr. Carlson said Trustee Johnson reneged on what he said he was going to do. He said Trustee Johnson said he would build a [water retention pond] like the one on Ironwood; instead the [shoulder] was graded down.

Trustee Otto said what is being done is how a [retention pond] is accomplished. He stated he was with Trustee Johnson that day, and maybe Mr. Carlson misunderstood what Trustee Johnson described.

Louie Test said if the matter can't be resolved when they meet tomorrow, then the item will be put on the agenda for next month.

In response to Ms. Ambrose's comment that a barbed-wire fence on Amy Road was undermined by the contractor, Trustee Otto said we will have that rectified.

- c. 2019 Capital Improvements Program:** Trustee Johnson said we do have some money left over for capital improvements; some of which must be set aside for gravel to be hauled in for Range Land (touch up), Grass Valley [west] where road work is going to be done, Quaking Aspen, and the Wilcox Ranch hill. Cathy Glatthar asked if the Board would consider adding Crossover to the list? Trustees Otto and Breitmeyer said Crossover has spots that need road base; not the entire road. Trustee Johnson said Wilcox Ranch is going to be graded over with fresh dirt, and may need some granular material added in some areas.
- d. Report on Flood Repairs and FEMA and State Disaster Reimbursement (2017 Flood):** Cathy Glatthar said she has contacted the State several times as to the status of the two outstanding project worksheets, and they have not responded.
- e. Operations Manager's Report:** Shawn Kelly explained the display panel on the generator for the Ironwood well has faded so badly due to sun exposure, that it can't be read and must be replaced. He said he contacted Cashman Equipment and was originally quoted \$2,000 to replace and reprogram the panel. He said he negotiated

with Cashman and got the price down to \$1,360.06. He said he will install some kind of cover on the generator window to prevent the sun damage from happening again. The Board agreed that this needed to be done and instructed Shawn to proceed.

Shawn reviewed equipment issues: Both water trucks had issues, they picked up parts and repaired both vehicles; some of the deck boards on the flat-bed trailer had to be replaced and they welded in some additional cross members; the new roller needed the fuel line replaced; and the elevated water tank had a leak and they fixed that problem.

Trustee Dennis stated we were lucky to have Shawn and Chuck who can do these repairs. Trustee Johnson agreed and said Shawn and Chuck are doing a superb job with the maintenance, and have saved us a lot of money doing this repair work in house instead of using outside services.

## **6. Old Business:**

- a. Second Reading and Adoption of Resolution F19-R1: Amendment of Resolution F13-R2 - Procedure for Access to District Rights-of-Way:** Trustee Johnson said this procedure applies to driveways, new roads, etc. He reviewed the resolution (see attached). Cathy Glatthar outlined the changes discussed at the last meeting: Three instances of the word “upslope” were removed; for item 5. b. “drainage” was changed to “drainage ways” and “invert” was changed to “inverts.” Trustee Breitmeyer made a motion to approve the resolution. Trustee Otto seconded the motion. Upon a vote, the resolution passed unanimously, with Trustee Currivan absent.

Trustee Johnson commented that a lot of our problems would be solved if we could just get the County Building Department to make this a condition to obtain a building permit.

- b. Employee Health Insurance Interlocal Agreement with Washoe County:** Cathy Glatthar stated she had communication with Mary Kandaras, with the District Attorney’s Office, and learned we needed to submit a formal request to the County Manager. She said the formal request has been submitted to Interim County Manager, Dave Solaro. She said this will have to be an interlocal agreement that is approved by the Board of County Commissioners, so this will take some time.
- c. Water Rights:** Trustee Johnson said he still needed to contact George Lindesmith.
- d. Warm Springs Area Plan Update, including the Specific Plan Area:** Trustee Johnson said there was a meeting with Trevor Lloyd, Planning Director for Washoe County, a few weeks ago. He said there was preliminary discussion on what residents would like to see in the Specific Plan and the Warm Springs Area Plan. He said his comments on behalf of the GID were that roads within subdivisions should be maintained by private homeowners associations and not be the maintenance requirement of the GID. He said collector roads should be constructed to Washoe County standards and dedicated to Washoe County for maintenance; resulting in areas that would seek to be withdrawn from the District. He said as long as someone drives on District roads, such as Whiskey Springs Road, they will still pay into the District, and if Whiskey Springs was improved to County standards as a collector road, Washoe County would hopefully accept it for maintenance.
- e. Agreement with LW Land Company:** Trustee Johnson said there was nothing new to report.

## 7. New Business:

a. **Action on Closed Session (if any):** None

### b. **Employee Compensation and Public Employees' Retirement System (PERS)**

**Rate Increase:** Cathy Glatthar explained, per Nevada Revised Statutes, every two years the actuary for PERS determines the contribution rate, and pretty much every two years the rate goes up. She said this year it is going up 1.25%. She explained there are two plans and Chuck Blower has chosen the Employee/Employer Paid plan, and he pays half and the GID pays half. She stated under the Employee/Employer Paid plan, if Chuck leaves before he's vested (five years), he can get a refund of his contributions. She said she supplied the Board with a few scenarios showing some options in which Chuck pays his half of the rate increase (0.625%).

Cathy said she provided the Board with the Consumer Price Index (CPI) for inflation. She said this year she pulled up the CPI information for the "US City Average" and the "West" because the cost of living is higher out here. Trustee Johnson said we are essentially at 2.6% CPI.

Trustee Johnson stated at last month's Board meeting we increased health insurance benefits, and that only affected Shawn, because Chuck has no dependents covered. He said that would amount to \$5 an hour increase once we get on Washoe County's plan. He said we have an increase in cost of living of 2.5%, and said his philosophy is the PERS increase is mandated and the health insurance increase has already been approved. He said he did not feel that we should give an employee less than a cost of living increase just to keep him where he's at; his buying power otherwise is diminished and it's essentially a cut in pay. He opined that increase in pay should be at least that 2.6%.

Trustee Johnson said in Chuck's case, Chuck did not get an increase in health insurance benefits. He said Chuck will get the 0.625% increase in PERS. He said he thought everyone was in agreement that Chuck has been an outstanding employee. Trustee Johnson said he would consider a higher-than-cost-of-living increase for Chuck.

Trustee Breitmeyer said he would like to see Scenario #4 (3%) for Chuck and Scenario #3 (3%) for Shawn. He stated the CPI chart shows the rate is trending up and the 3% raise is closer to where the CPI is trending.

Trustee Dennis said Chuck has no control over the PERS rate increase and that should not even be part of this equation. He said ignoring the 0.625% PERS rate increase for Chuck, 3% would be a 60 cents an hour raise on \$20. Trustee Dennis recommended a \$1 an hour raise for Chuck, and a 2.5% raise for Shawn.

Trustee Otto said he agreed with the \$1 an hour raise for Chuck. As for Shawn, Trustee Otto said he wanted to take into consideration the increase in the cost of the health insurance, which hasn't taken effect yet and we don't know when that will become effective. He said he was not in favor of doing both a raise and the \$5 an hour increase for health insurance. He said he did not know how you could take the raise back once the health insurance with Washoe County takes effect.

Trustee Dennis made a motion to give both employees a \$1 an hour raise effective July 1st. Trustee Otto seconded the motion, and all voted in favor of the motion.

**8. Judicial/Government Affairs:**

Trustee Johnson reported he was sued personally by a wild horse advocate, and the trial was yesterday. He said the District's insurance company's attorney represented him, as well as his own, private attorney. He said the judge decided in his favor on all accounts, and found there was no merit to the suit.

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

- Our next meeting is July 18th
- Trustee Johnson will need to sign the Auditor's letter of engagement tonight
- The annual fiscal reports must be published on or before July 1st. Cathy stated she has them set up to be published on June 28th.

**10. Correspondence:**

Cathy Glatthar reported receiving a letter from the State Department of Taxation stating our final budget was in compliance.

**11. Public Comment:**

George Boyce asked what the percentage increase in the GID's revenue has been this year over last year?

Cathy Glatthar said she would have that information at the next meeting.

Katherine Snedigar talked about "Mechanical Cement," a road building method using old tires with the side walls cut out and filling them with aggregate. She said it is a method the GID should look into.

Trustee Breitmeyer said he knows what this method is and it is cost prohibitive.

A discussion began, and Louie Test interjected and said no discussion is to take place under public comment; if they wanted to discuss this matter, it would need to be placed on a future agenda.

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

**12. Board Member and Staff Items:** None

**13. Adjournment:** Trustee Dennis made a motion to adjourn the meeting. Trustee Otto seconded the motion, and hearing no opposition, the meeting adjourned at 7:35 p.m.

## ESTIMATED OPERATING FUNDS FOR CAPITAL IMPROVEMENTS

**ATTACHMENT - 06/20/2019 Meeting - Agenda Item 4a**

TOTAL CASH IN ALL BANK ACCOUNTS AS OF JUNE 20, 2019	468,142
ADDITIONAL REVENUE EXPECTED THROUGH AUGUST 31, 2019	71,140
<b>ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2019</b>	<b>539,282</b>
LESS AVERAGE MONTHLY EXPENSES X 2 MONTHS	-60,000
LESS Hot Pot & Plow (\$10,500 max for both); Line of Credit Pymts (\$2,000/mo x 2); Unexpected Repairs (\$5,000/mo x 2); Balance of Joy Eng Contract (\$202,897); Workers' Comp \$2,300 (July)	-229,697
LESS RESERVE FUNDS (2 MONTHS OF EXPENSES)	-60,000
<b>ESTIMATED EXPENSES &amp; RESERVES THROUGH AUGUST 31, 2019</b>	<b>-349,697</b>
<b>NET OPERATING FUNDS FOR CAPITAL IMPROVEMENTS - AUGUST 31, 2019</b>	<b>189,585</b>

### Additional Revenue Expected Through August 31, 2019:

265,000	Ad Valorem	Jul '19 thru Aug '19	5,300
360,000	CTX	30,000 x 2	60,000
35,040	LGTA	2,920 x 2	5,840
<b>660,040</b>			<b>71,140</b>

### MONTHLY EXPENSES:

	Average	Actual	Difference
Payroll	18,000	12,042	5,958
Other (non Road Maint)	12,000	18,043	-6,043
	<b>30,000</b>	<b>30,086</b>	<b>-86</b>
Road Maintenance		39,888	
	<b>TOTAL EXPENSES</b>	<b>69,974</b>	

**REVENUE - ACTUAL AND ESTIMATED**

NOTE: As of 06/20/2019 Actual Revenue Exceeds Estimated By:

**\$39,664.24**

<b>AD VALOREM</b>				
Date	Estimated	Actual	Difference	YTD Difference
at 09/27/18 (35%)	92,750.00	95,230.94	2,480.94	2,480.94
at 10/18/18	0.00	7,072.60	7,072.60	9,553.54
at 11/15/18 (21%)	55,650.00	50,790.22	-4,859.78	4,693.76
at 12/20/18	0.00	10.22	10.22	4,703.98
at 01/17/19	0.00	54.94	54.94	4,758.92
at 02/21/19 (21%)	55,650.00	51,704.99	-3,945.01	813.91
at 03/21/19	0.00	7,463.83	7,463.83	8,277.74
at 04/18/19 (21%)	55,650.00	39,251.43	-16,398.57	-8,120.83
at 05/23/19	0.00	6,262.24	6,262.24	-1,858.59
at 06/20/19	0.00	248.60	248.60	-1,609.99
July (2%)	5,300.00			
August	0.00			
	<b>265,000.00</b>	<b>258,090.01</b>	<b>-6,909.99</b>	
<b>CTX</b>				
Date	Estimated	Actual	Difference	YTD Difference
at 09/27/18	30,000.00	68,256.39	38,256.39	38,256.39
at 10/18/18	30,000.00	0.00	-30,000.00	8,256.39
at 11/15/18	30,000.00	35,346.97	5,346.97	13,603.36
at 12/20/18	30,000.00	34,845.53	4,845.53	18,448.89
at 01/17/19	30,000.00	33,877.44	3,877.44	22,326.33
at 02/21/19	30,000.00	34,101.94	4,101.94	26,428.27
at 03/21/19	30,000.00	38,118.42	8,118.42	34,546.69
at 04/18/19	30,000.00	31,200.90	1,200.90	35,747.59
at 05/23/19	30,000.00	27,905.84	-2,094.16	33,653.43
at 06/20/19	30,000.00	34,265.03	4,265.03	37,918.46
July	30,000.00			
August	30,000.00			
	<b>360,000.00</b>	<b>337,918.46</b>	<b>-22,081.54</b>	
<b>LGTA</b>				
Date	Estimated	Actual	Difference	YTD Difference
at 09/27/18	2,920.00	2,973.97	53.97	53.97
at 10/18/18	2,920.00	4,416.71	1,496.71	1,550.68
at 11/15/18	2,920.00	0.00	-2,920.00	-1,369.32
at 12/20/18	2,920.00	6,913.29	3,993.29	2,623.97
at 01/17/19	2,920.00	2,470.05	-449.95	2,174.02
at 02/21/19	2,920.00	2,879.85	-40.15	2,133.87
at 03/21/19	2,920.00	4,323.53	1,403.53	3,537.40
at 04/18/19	2,920.00	2,374.54	-545.46	2,991.94
at 05/23/19	2,920.00	3,376.01	456.01	3,447.95
at 06/20/19	2,920.00	2,827.82	-92.18	3,355.77
July	2,920.00			
August	2,920.00			
	<b>35,040.00</b>	<b>32,555.77</b>	<b>-2,484.23</b>	

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT**

**BANK & DISBURSEMENT RECONCILIATION**

As of June 20, 2019

<b>Total of all Bank Accounts:</b>	<b>Balance as of June 20, 2019 - Almost CD #5010</b>	<b>450,427.18</b>
	<b>Balance as of June 20, 2019 - P/R / Petty Cash #4430</b>	<b>17,000.00</b>
	<b>Balance as of June 20, 2019 - A/P / General Ckg #4179</b>	<b>714.51</b>
	<b>Total Cash In All Accounts</b>	<b><u>468,141.69</u></b>

<b><u>Wells Fargo - Almost CD #5010</u></b>		<b>Balance as of May 23, 2019</b>	<b>446,636.76</b>
Income for the Month			
Consolidated Tax	34,265.03		
Ad Valorem	248.60		
LGTA	2,827.82		
Other Income	<u>0.00</u>		
TOTAL	37,341.45		
Interest Income	11.97		37,353.42
WF Business Line of Credit (Pending)	36,000.00		36,000.00
Transfer to Wells Fargo #4430	(13,063.00)		
Transfer to Wells Fargo #4179	(56,500.00)		(69,563.00)
		<b>Balance as of June 20, 2019</b>	<b><u>450,427.18</u></b>

<b><u>Wells Fargo - P/R / Petty Cash #4430</u></b>		<b>Balance as of May 23, 2019</b>	<b>17,000.00</b>
Transfer from Wells Fargo #5010	13,063.00		
Interest	0.34		13,063.34
Net Payroll	8,155.07	Net Payroll	
Alhambra	SK's CC 49.29	Office Water	
Craig's List	SK's CC 50.00	Employment Ads	
Home Depot	SK's CC 531.36	Tilt Trailer Repairs \$281.30; Concrete Culvert Extension Supplies \$150.25; Operating Supplies \$99.81	
TEC Sparks	SK's CC 84.62	2005 International Water Truck Repair Parts	
Verizon	SK's CC 80.36	New Cell Phone \$49.99; Monthly Service \$30.37	
Waste Management	SK's CC 35.66	Waste Removal	
Cummins	Debit 89.72	Replacement Fuel Line for IR Roller	
Paul Belton	ATM 100.00	Radios - Reprogramming and Repairs	
PERS	5908 3,008.00	PERS Monthly Payment	
Federal 941 Payment	EFTPS 879.26	Payroll Taxes	
	<b><u>\$13,063.34</u></b>		<b>(\$13,063.34)</b>
		<b>Balance as of June 20, 2019</b>	<b><u>17,000.00</u></b>

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT  
BANK & DISBURSEMENT RECONCILIATION  
As of June 20, 2019**

**Wells Fargo - A/P / General Ckq #4179**

**Balance as of May 23, 2019      934.97**

Transfer from W.F.#5010	56,500.00	
Interest Income	0.15	
Void Ck #9670 - Verizon	40.00	
Void Ck #9674 - Verizon	149.99	56,690.14

NAME	CK #	AMOUNT	DESCRIPTION	
A & H Insurance	9676	8,620.27	2019-2020 POOL Liability Insurance	
Catherine Glatthar	9677	2,820.46	Monthly Work \$2,602.98; Office Supplies \$217.48 (includes \$147.75 reimb for first aid supplies)	
Flyers Energy	9678	922.34	Fuel	
Granite Construction	9679	1,396.13	Asphalt Patch - 12 tons at \$100.50/ton \$1,206.00; Sprayer \$116.39; Supplies \$73.74	
Hoffman, Test	9680	435.00	Monthly Retainer	
Joy Engineering	9681	38,531.52	Progress Pymt #1 - 2019 Road Improvement Project	
NV Energy	9682	133.45	Utilities - Electric	
Prominence Health	9683	2,522.61	Employee Health Ins - CB June, CB & SK July	
Pyramid Business Services	9684	1,271.95	Monthly Bookkeeping and Payroll	
Reno Gazette Journal	9685	127.00	Legal Notice - Budget Hearing	
Sani Hut	9686	129.87	Monthly Restroom Rental	
<b>TOTAL</b>		56,910.60		(56,910.60)
			<b>Balance as of June 20, 2019</b>	<b>714.51</b>

## PVGID OPERATIONS REPORT

Report Period: 5-20-2019 to 6-16-2019

ATTACHMENT: 6/20/2019 Meeting Agenda Item 5.e.

### ROADS GRADED AND COMPACTED:

1. Roadrunner, Winnemucca-Ernie
2. Rebel Cause
3. Grey Van
4. Amy, Short
5. Wilcox Ranch, Amy-Morning Dove
6. Sharrock, Amy-Wild Horse
7. Pasture View, Whiskey-Sharrock
8. Bacon Rind, N
9. Bacon Rind, S
10. Chantry Flats, Rebuild road Yellow Tail-End
11. Yellow Tail, Crazy Horse-End
12. Wilcox Ranch, Morning Dove – Twin Springs

### OTHER ROAD WORK:

1. Sweep Axe Handle, Bacon Rind-Curnow Canyon
2. Whiskey, Use pull broom to clean shoulders for repair work
3. Whiskey, Fill in some deep holes on shoulders with base, Grass Valley-Sage Flat
4. Ironwood, Use pull broom to clean shoulders for repair work
5. Ironwood, Use sand truck with 12 tons cold mix (6 tons/load) fill in pot holes and repair shoulders
6. Wilcox Ranch, Old #4 culvert, Extend with new 8' section of 36" concrete culvert

### OTHER:

1. Push and screen 500 yards Wayside pit material

### EQUIPMENT:

1. IR Roller/Compactor, Fuel line leak - R&R
2. 88 International Dump Truck, Change oil & filters, lube, prep truck to use for asphalt patching
3. 05 International Water Truck, Stopped building air, found air compressor unloader valves and governor bad R&R
4. Zieman Tilt Trailer, We were loading backhoe on and the tire fell though the boards, Had to reinforce with steel and add new 2x12 wood boards to support old wood
5. Wayside elevated water tank, had to reset the water level to stop water from leaking

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F19-R1

AMENDMENT OF RESOLUTION NO. F13-R2  
PROCEDURE FOR ACCESS TO DISTRICT RIGHTS-OF-WAY

WHEREAS, in 1992 the Board of Trustees established a procedure to be followed when any new construction resulted in a driveway, street, or road connection to any of the rights of way of the District; and

WHEREAS, on October 17, 2013, the Board of Trustees did approve amendments to the procedure as originally adopted in 1992; and

WHEREAS, it has been determined that the existing procedure shall be amended as it relates to the minimum diameter of the culverts installed, if culverts are stipulated as the method of controlling drainage from new driveways, streets, or roads that connect with District rights of way;

NOW, THEREFORE, pursuant to the powers vested in the Board of Trustees by Chapter 318 of the Nevada Revised Statutes, the following, amended procedure shall be followed in all new construction if said construction will result in a driveway, street, or road connection to any of the rights of way of the Palomino Valley General Improvement District (PVGID):

1. Plans or engineered drawings shall be submitted to the PVGID for approval prior to any road construction that connects with PVGID rights of way whether temporary or permanent.
2. Plans shall be drawn to a scale of not less than 1" = 100' and on paper not less than 11" x 17" in size.
3. Plans shall clearly indicate the location of the proposed connection with distance from nearest property corner on District roadway.
4. Plans shall clearly indicate the difference in elevation (in feet) between the proposed crown of the access road and the flow line of the drainage ditch and the crown of the District's road.
5. Drainage from roadways or driveways shall not be allowed onto PVGID maintained roadways. Drainage shall be handled by one of the following methods:
  - a. Construct and maintain a broad, gentle swale across the new access to perpetuate flows and match the grade of the roadside V-ditch of the PVGID maintained roadway. If cross slopes create unacceptable erosion potential, the swale shall be armored with four-inch (4") deep geocell filled with concrete or other methods acceptable to the District, or

- b. Install and maintain culverts, as specified in the following chart, so as to perpetuate drainage ways and match inverts of PVGID V-ditches:

Culvert Length	Minimum Culvert Diameter
20 feet	12 inch
30 feet	16 inch
40 feet	18 inch
60 feet	24 inch

Note: Larger diameter culverts may be required if PVGID ditches carry large flows.

The method will be selected by the District upon receipt of location information, site inspection by District personnel, and consultation with the applicant.

The new roadway shall exhibit a minimum four percent (4%) crown or cross slope and roadside V-ditches.

- 6. Connections to PVGID rights of way which are accomplished in the foregoing manner shall be deemed to be revocable encroachments permitted by PVGID so long as maintained by the owner thereof.

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

Upon motion by Trustee, Marty Breitmeyer, seconded by Trustee Don Otto, the foregoing Resolution was passed and adopted this 20th day of June, 2019 by the following vote:

AYES: 4 NAYS: 0

ABSENT: 1 ABSTAIN: 0

Board of Trustees of the Palomino Valley General Improvement District

By:   
 Larry J. Johnson, President

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