

REGULAR MEETING

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

Thursday, February 18, 2021

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 18, 2021 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, Larry Johnson, Larry Chesney, John Patterson, and Don Otto (by phone). Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board, and Louie Test, Legal Counsel (by phone).

2. **Public Comment:**

Trustee Johnson said he was asked to present a public comment. He said it was a question of safety of our motor grader on the highway today. It was reportedly travelling at a very slow speed and this individual had to brake very sharply to keep from colliding with it; the grader was going very slow, about 15 miles per hour.

Shawn said that's not much more than it goes; it goes 20.

Trustee Johnson said on a State highway, on a curve, that does present us with a liability issue. He suggested to have a vehicle with flashing lights behind the grader when it's on the highway.

Shawn said the grader's flashing hazard lights were on.

Trustee Dennis asked to have this item agendaized for next month's meeting.

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 21, 2021:**

Trustee Chesney 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). She stated the total cash in all accounts was \$511,526.87. She stated the income for the month was Ad Valorem/Property Tax \$56,559.51, Consolidated Tax (CTX) \$38,748.72, and LGTA (Fair Share) \$2,845.40.

Cathy stated there's a payment to Sierra Rental and Transport for \$8,295.00 for trucking of the special Class E aggregate from the Martin Marietta pit to the Wayside yard. She then referred to the backside of the report, and said there wasn't anything unusual, but asked for approval to pay Martin Marietta for 2,998.16 tons of the special Class E for a total payment of \$14,990.80.

Trustee Johnson confirmed the cost of the special Class E was \$5 per ton.

Shawn stated the material was stockpiled at the yard, and of that, 575 yards was put down on Wilcox Ranch Road.

Trustee Johnson made a motion to approve the transaction report and pay the bills, as well as the Martin Marietta bill for the 3,000 tons of material. Trustee Chesney seconded the motion, and hearing no opposition, the motion passed.

- b. Estimated Operating Funds Report:** Cathy Glatthar referred to the backside of the report (see attached) and stated we received the February ad valorem revenue. The amount was less than estimated, but the actual received to date is greater than estimated by \$1,400. CTX revenue is still coming in strong with actual greater than estimated by \$15,700. LGTA revenue came in after this report was generated and will be reported on next month's report. She reported the actual revenue from these three sources is greater than estimated by \$16,000.

Cathy then referred back to the front page of the report, and stated the estimated net operating funds for road improvements as of August 31, 2021 was \$441,610.

Trustee Dennis explained the \$441,610 takes out some expected expenses and gives us an idea of what we might be able to spend this coming year, barring any major storms.

- c. Possible Approval of Extension of Families First Coronavirus Response Act (FFCRA) Employee Paid Sick Leave Provision and Reimbursement of COVID-19 Testing Costs Not Covered by Insurance (if any):**

Trustee Dennis said this was discussed in some detail at the last meeting, and one of the items that was under consideration was: are we going to stay with the premise that people who have to be quarantined are allowed to collect, in addition to their normal, given yearly sick and vacation leave, additional time because they were forced to quarantine under the law?

Trustee Dennis said in some cases, employees are allowed to accrue sick leave over a long period of time and as a GID we don't have accruals, we have an annual basis of personal leave and sick leave, so we don't afford all the benefits other places do, and he would consider the Board's discussion on what they would like to see.

Trustee Patterson made a motion to extend the FFCRA benefits through March 31, 2021. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

Trustee Johnson said he disagreed with Trustee Dennis' earlier statement that the PVGID does not extend the level of benefits other agencies do. He said he disagreed because the GID's personal leave combines the vacation time and sick leave into personal leave, and that actually gives the employee latitude; it's a different way of doing it, not a lesser way of doing it.

Cathy said for the record, the official terminology is "Paid Time Off" (PTO); it is a combination of vacation and sick, and there is no breakdown. In answer to Trustee Otto's question, Cathy stated employees receive 80 hours of PTO for the first year of employment, 120 hours for years two through 10, and 160 hours for year 11 and beyond.

In answer to Trustee Otto's question, Cathy said temporary employees do not receive Emergency Paid Sick Leave under the FFCRA.

Trustee Dennis added that temporary employees [do] not [receive] the benefits a standard employee [receives].

- d. Determination of Tax Rate for Fiscal Year 2021-2022 (FY22):** Cathy Glatthar explained the GID's current tax rate is 0.4198, and the Board has two options: either keep the rate the same or reduce it. This is because we have an interlocal agreement with Truckee Meadows Fire that does not allow us to raise our tax rate. Also, the tax district comprised of Washoe County, Truckee Meadows Fire, and the PVGID, is at its maximum rate of 3.66.

Trustee Chesney made a motion to keep the current tax rate of 0.4198. Trustee Johnson seconded the motion, and hearing no opposition, the motion passed.

- e. Reporting of Expenditures:** Trustee Dennis explained that he wanted this item on the agenda in an effort to be transparent. He referred to a list of capital outlay items that were approved by a previous Board at the June 25, 2020 meeting. He explained, that with prior approval, Shawn purchased the dump truck and trailer. Trustee Dennis said he wanted the new Board members to know what had transpired in the past and have a chance to either change, make modifications, or keep what we have on the list. He said he was not an expert on the meeting minutes and the approval process that allows Shawn to go out and purchase items listed; which Shawn has done.

Cathy explained she had a handout (see attached) from the June 25, 2020 meeting with a list of [capital outlay] items that were approved by that Board.

Trustee Dennis said the Board could go over this list, but he suggested in the next meeting that we would redo what we think the outlay of capital items ought to be for this coming fiscal year, and make that part of our budget.

Trustee Dennis stated he was always a proponent of having a much better blade that could do more work. He said we needed to talk about what we need. For example, we bought a Vactor truck. Are we using that Vactor truck? Do we have the capabilities of it? Has it been useful and cost effective for us? He said those types of things need to be looked at. It was more than just a capital outlay list of what Shawn wants to purchase; it's the reasons of why we want to buy something. If we wanted to get into the mode, say of putting down Class E material, and once we've improved a road, just keep putting Class E material on so we don't have canals that we're building, but we're actually maintaining a grade on a road plus the surface at the same time. He said those types of elements that we're delving into a little more. He said Trustee Johnson has talked about the salts and the different materials we can put in to harden the bases and make better, longer-lasting roads. He thought that was important over the long run, and we had to take that in conjunction with what we can do on the roads because the pattern of using base material, Class E, goes along with ... if we can't buy the Class E because we don't have enough money to spend on it because the funds aren't available because we need to do chip seal or edge paving or different things, we need to combine those activities so that our capital outlay of what we're doing matches up with what we're going to be able to do with the funds we have.

Trustee Chesney said for clarity, did Trustee Dennis think we should agendaize revisiting this list and reprioritizing the list?

Trustee Dennis said the capital outlay list needed to go along with what money we have to spend and whether or not we're going to be able to use this capital outlay in the way we think we're going to be able to based on the funds we have to buy more

base, Class E, and those types of things. He said it gets into the logistics of running a business that way, and he thought that might be valuable. He said Trustee Johnson has, for the most part, always had all this in his head, rather well, and we get to be somewhat spectators, but he thought now what we needed to do, since he was in charge of doing this, more or less, that we think about more transparency and making sure that everybody has an idea of what's going on and how one thing affects the other. He said this was going to make us Board Trustees that much more competent totally on the Board.

Trustee Otto said he thought we needed to primarily deal with the recapping of the existing hard surfaces we have and then adding on to our base, determine what that cost is going to be and if it's \$200,000, just as a number, then we've got the balance of our funds available to think about this "wish list" for the building/maintenance shop and all the other ...

Trustee Dennis interjected that there are a lot of things to think about, and certainly more than we have funds for, and we're going to get into that a little bit later.

- f. Operations Manager's Capital Outlay for Remainder of FY21 and Proposed for FY22:** Shawn Kelly referred to his capital outlay list (see attached). He explained what we currently have remaining in the capital outlay for this fiscal year was \$75,000 that has been set aside. He said what he was requesting was trying to get a shop built at the yard so they could get out of the weather and work in a shop, and have an office and get rid of the ... have some running water so they can wash their hands and so forth. He said they would need an additional \$25,000 in order to get the building done.

In answer to Trustee Otto's question, Shawn explained it is a steel building; 50 feet by 60 feet. He said they would build an office in one of the bays and have two of the bays with big doors to pull equipment in to work on it. He said there is a 10,000-gallon tank that he could tie into for water.

Trustee Johnson stated there is an existing, approved septic tank.

Trustee Dennis said we have a building and a water truck ...

Shawn stated the water truck [and other items on the list other than the building are] going into the next fiscal year, and the water truck has already been approved, but he hasn't found one yet that suits our needs.

Trustee Dennis clarified it would be a water truck that has a better suspension for our kind of roads.

Trustee Johnson said we're talking about the next fiscal year that starts on July 1st and the budget portion of our estimated operating funds coming out of the \$441,000.

Cathy Glatthar explained it's a bit tricky because our fiscal year overlaps our construction season. She said what they've done in the past is try to hold off on purchasing [capital outlay items] during the summer, from July 1st to about September when we get our first, and largest, ad valorem revenue payment.

Trustee Johnson stated our estimated net operating funds of \$441,000 is actually projecting our income and expenses through August 31st. He said the \$441,000 has already had a reserve withheld of \$75,000 for previously approved capital outlay items such as a grader, a water truck, so in actuality through August 31st we have something in the order of \$515,000 projected that this could come out of, plus construction projects for which we would be billed up to that date.

Cathy stated that she had already reserved the extra \$25,000 in this fiscal year's capital outlay budget for the building, so if the Board does not approve the additional \$25,000, it would be added back in to the \$441,000 figure.

Trustee Dennis said the good part was that in the Estimated Operating Funds for Road Improvements report, Cathy had "LESS: Capital Outlay (\$14,108 + \$75,000 - \$15,000 + \$25,000)" so if you did nothing, you'd have that much more; that's something to think about. He said there's where he was kind of getting into with regards to capital outlay for the equipment we have and the capital outlay that we're actually going to do for this next fiscal year and how those two items connect.

Trustee Chesney said those are two separate pots.

Trustee Dennis said, no, same pot, same amount of money and same fiscal year, but look at it this way, if we have no money to put Class E base down, then buying another road grader right now may be not necessary until the next fiscal year. He said those types of logistics in terms of when we purchase a piece of equipment to do a specific job and the benefits we're going to get because we have the other materials and money to spend to use that piece of equipment.

In answer to Trustee Chesney's question, Cathy explained this report, the [Estimated Operating Funds for Road Improvements], came about because in April we receive our last ad valorem revenue payment, so our summers, which is the construction season, we are "lean" on income, so this report was set up so we would have an estimate of what our operating funds would be for those summer projects.

Trustee Johnson reiterated that after the April ad valorem payment, the next ad valorem payment does not come in until September; that's why we use the August 31st date on the report.

Trustee Patterson said he had a question for Shawn on the building, and he said he was for the building; that he thought it was a good idea. He asked how much of this was contract work and how much would Shawn do?

Shawn said he contacted a building outlet and asked how much a turn-key building would be. He said they would still have to get three quotes on the concrete and the erecting of the building. He said they have already given him a range for the cost of the building, and he used the high amount. He said he and Chuck can get a lot of the ground work done, so it should be less than what he's projecting.

In answer to Trustee Chesney's question, Shawn said the building outlet would take care of the permitting through the County.

In answer to Trustee Patterson's question, Shawn said the inside work might have to be done with a combination of outside contractors or him and Chuck; it would depend on the weather and how the roads were holding up.

Trustee Patterson said so it's getting the structure there to get you out of the weather; and Shawn can do the changes inside.

Shawn explained that he would get the plumbing and electrical [rough-ins] in place before the concrete was poured.

Trustee Patterson asked Shawn, when Shawn said \$100,000, which requires \$25,000 more for this [fiscal] year, it's not going to be more than that?

Shawn said he did not believe it would be more than the \$100,000. He said the building itself with the doors, windows, and insulation is at \$40,000.

Trustee Johnson said this building has three, 20-foot bays, and he presumed it would have two roll-up doors and a man door into the future office area.

Shawn said, yes, and there would be another man door for the shop itself.

Trustee Johnson said that's appropriate. He said his personal opinion was that he hates to spend the money, but [the building] is long overdue.

Trustee Chesney agreed.

Trustee Dennis said that gets back to what we were discussing, and Shawn and he had discussed this a few times, are we better off subbing out all the work we need done on the equipment or ... because that eats up Shawn's time on the machines; anytime you're doing repair work, you're not out doing something. He said that's why if you look at the big, big operations, like Waste Management, they have whole teams that do nothing but maintain the system and other people to do nothing but driving the trucks. We're never going to get to that level, so the question is for the Board, eventually to decide, is this building correct for this community to have so that we can maintain our fleet and vehicles as we need or should we be subbing this? He said looking at Shawn, that's a given because Shawn knows how to fix everything, but we've been lucky because we have somebody who has that knowledge base that's part of this utility, but he's seen many times where a manager or a blade operator would never have the talent to be able to fix something and operate it. He said we'll have to think about this a little bit; that's why it's never got too far, because maybe Shawn's the first to have both capabilities; that's something we have to think about.

Shawn said Chuck has those capabilities also, and if he feels repairs are going to take some time and they can't get it done, he will get somebody in there to do the repairs. He said for instance, today they were grading Bacon Rind, and he went to get water from the Ironwood well and the generator was down. He said he checked the hours on the generator and figured it was due for service and called Cashman Equipment and was quoted \$400. He said he was not one to pay that kind of money for an oil change. He said he believed we saved a lot by not having somebody come out, and during the winter "lull," the crew can do a lot of updating and servicing of equipment.

Trustee Patterson addressed Trustee Dennis and said his view on this was that if you have someone who can do it now, never sub it out because the work of your own employees is always going to be better than a contractor. He added that a building brings you into the 21st century. He said you have a building that allows you to store equipment inside and out of the weather.

Trustee Chesney agreed and said he thought the building was a reasonable capital improvement.

In answer to Trustee Johnson's question, Cathy said this building should not trigger a modification to the GID's special use permit (SUP).

Shawn interjected and stated that he called [Washoe County planning] and they informed him that there was no problem.

Cathy added that the [Wayside yard] is zoned General Rural (GR) and the SUP established a [public] service yard and the building is allowed.

Trustee Dennis stated we have in front of us a recommendation from Shawn that he would like to spend certain funds for a building and water trucks and these types of things. He said the list goes from the building in this fiscal year to another nine items for next fiscal year. He said there's a possible motion to approve an increase of \$25,000 in the fiscal year 2021, which is for this year's capital outlay budget, and \$150,000 for next fiscal year 2022 capital outlay budget and add a pickup truck to replace the 1983 Ford welding truck to the list of capital outlay items that the Operations Manager is authorized to purchase. He said it was good timing, because he wanted more transparency, and what Shawn did here was excellent; it gives everybody an idea of what we need to do if we had money, and go from there. He said we could talk about this some more ... when's the drop dead on this, do we have time to talk about this some more?

Shawn said the majority of this, again, it's because it's the budget; we just have to have it in a budget; it doesn't have to be done.

Trustee Patterson said his suggestion would be to make a motion on the \$25,000 and then talk about the other items in another meeting.

Trustee Johnson agreed with Trustee Patterson, and further suggested the \$25,000, and possibly a sufficient budget for the building, at this time to be approved and let's take a look at the motor grader, the paver, and other items in a later meeting; possibly sufficient funds to get the building underway and if we think the building ... and, of course, the \$25,000 has already been approved, correct?

Cathy said no, the \$25,000 has not been approved; the \$75,000 that we currently have [for this fiscal year's capital outlay] has been approved.

Trustee Patterson said he had a motion for the \$25,000.

Cathy interjected and said we are working on the tentative budget tonight and she had to have a figure for capital outlay for the fiscal year 2022 budget.

Trustee Johnson said he would go ahead and use the \$150,000 for the budget because the budget doesn't mean anything.

Trustee Dennis asked so you want the capital outlay budget to have the \$25,000 and the \$150,000 and that we could bring this back to the table in terms of how much we would spend on the \$150,000?

Trustee Patterson said no, he was making a motion for the \$25,000 for this fiscal year, and Cathy's going to put \$150,000 for the number for next [fiscal] year, but he was not making a motion to approve that, because we're going to ...

Trustee Chesney interjected and asked Cathy if we had to have it approved by a motion?

Cathy said yes, because she had to have a number for the tentative budget. She added that Trustee Johnson was right, if we put that number in [the budget], we don't have to stick to that; that number [the \$150,000] is a "place holder." She explained we have one fund, and we can move money around, and if necessary, we could make an adjustment at the end of fiscal year 2022.

Trustee Chesney said for the sake of discussion, the motion would be, if we do this all in one motion, it would be make a motion to approve an increase of \$25,000 to the capital outlay budget for 2021, and to approve a \$150,000 tentative budget for the fiscal year 2022; is that correct?

Cathy said to add the pickup truck.

Trustee Dennis asked if the truck was going to be \$25,000?

Shawn said no, he estimated \$15,000 for the truck.

Trustee Dennis said so the capital outlay budget should be \$165,000, then? He said keeping it simple, we would have two numbers.

Trustee Chesney said \$25,000 and \$150,000.

Cathy said and this list.

Trustee Chesney made a motion to add \$25,000 in fiscal year 2021 to the capital outlay budget, and a projected budget for fiscal year 2022 of \$150,000, [with] distribution to be decided at a later date.

Trustee Johnson seconded the motion and stated that the \$25,000 additional plus the \$75,000 that's remaining from last year's approvals [for fiscal year 2021's budget] then allows Shawn to proceed with the construction of the shop building.

Trustee Chesney said, "right."

Trustee Johnson said then later in the summer or fall, we will consider these other items and come up with an approval then.

Trustee Chesney said, "right," and added that is what he thought he said in his motion; that the distribution of the 2022 budget would be ...

Trustee Johnson interjected and said he wanted to be sure he understood Trustee Chesney's meaning.

Trustee Patterson asked Shawn as the construction [of the building] goes on, if Shawn would bring the Board updates?

Shawn said he would absolutely update the Board monthly.

Trustee Dennis reiterated that we are trying to make things transparent so people see what's going on.

Upon a vote, the motion passed unanimously.

- g. Tentative Budget for Fiscal Year 2021-2022:** Cathy Glatthar referred to the budget worksheet (see attached). She explained the far, right-hand column showed the amounts she is proposing for the tentative budget. The beginning fund balance for fiscal year 2021-2022 [which begins on July 1, 2021] is an estimate based on the estimated revenue and expenses through June 30, 2021. The Ad Valorem and Consolidated Tax (CTX) revenue figures are preliminary figures from the State [Department of Taxation]. She explained the special formula for the CTX revenue was applied correctly; the special formula is based on the 2012 interlocal agreement we have with Truckee Meadows Fire (TMF) when they asked us to reduce our tax rate so that TMF could merge with Sierra Fire. TMF relinquishes some of their CTX revenues in order to keep the PVGID "whole." LGTA/Fair Share has been decreased from \$38,000 to \$36,000, and Other Income represents the State's reimbursement for the 2017 flooding, which has not been received, yet. She explained the total of the beginning fund balance and projected income of \$1,271,790 is appropriated (allocated) to the expenses and ending fund balance (\$60,000 which is equal to two months of estimated expenses). She explained she would not need a [motion approving the tentative budget] tonight; that would be done at next month's meeting.

In response to Trustee Dennis' comment, Cathy explained she estimated seasonal salaries and wages for this [fiscal] year at \$10,000 and proposed \$15,000 for [FY]2022. She explained at the time the \$50,000 was budgeted for [FY]2021, we had a patching crew and other work being done by temporary/seasonal workers, but Shawn has only occasionally used one temporary worker this [fiscal] year.

Trustee Dennis asked Shawn what he thought he projected through the end of this fiscal year on temporary employment?

Shawn said they still have to finish the crack sealing on Ironwood and Axe Handle, and when they are putting down the [special Class E] on the roads, they have three workers: one on the blade, one on the water truck, and one on the roller. This temporary worker can only work so many hours in a year.

Trustee Dennis said he has learned this from Trustee Johnson, that we can re-allocate funds if the \$10,000 for this fiscal year or the \$15,000 for next fiscal year needs to be changed.

Cathy agreed and explained we have one fund, so we can move money from one expense category to another, and if at the end of the fiscal year, we have spent more in a category than was budgeted, we would make a budget adjustment.

5. Road Maintenance Reports:

- a. **Road Reports:** Trustee Johnson said when we have maintenance requests, we fill them. We've had some moisture, so the roads, in general, are in fair shape. He said Shawn is doing some patching and grading when he can. He said Shawn got a stockpile of Class E, and the crew added some of this material to areas of Wilcox Ranch.

Trustee Chesney agreed that the roads are in good shape.

Trustee Patterson expressed interest in getting with the Road Committee so he could learn about the system.

In answer to Trustee Patterson's question, Shawn said they start the work day at 6:30, (but he is usually there at 5:30) and work till 5:00.

Trustee Johnson offered to take the new trustees, only one at a time, on a tour of the valley. He said he meets with Shawn on Monday mornings at 6:30 and they go over maintenance requests and priorities for the week.

Trustee Chesney arranged to meet with Trustee Johnson this coming Monday morning at 7:00.

Trustee Johnson addressed Trustee Patterson and asked that after tonight's meeting they discuss a time and date to get together for a tour of the valley.

Trustee Otto stated he did not receive the agenda packet until 9:53 p.m. last night and worked all day today and didn't have a lot of time to go over it. In the future, could they get the agenda packet a day or two or three earlier?

Trustee Dennis said he did not know what happened, but they would do their best to make sure Trustee Otto gets this ... he said he got the material and maybe there was a glitch somewhere and maybe a hard copy could be left at the GID office that Trustee Otto could pick up. There was no intention on anybody's part not to make sure Trustee Otto got the material.

Cathy explained nobody got the material until that time; it was because there were a lot of financial reports to put together this month and it took a lot longer. Everybody received the material at the same time.

Trustee Johnson spoke up and said he did not get his rough draft of his pavement rehab proposal for Cathy to type up and distribute until late [yesterday afternoon].

b. Future Road Improvement Projects:

Trustee Johnson provided a handout of his pavement rehabilitation proposal (see attached).

He stated the first item was Edge Reinforcement Paving. The District has performed edge reinforcement on significant portions of Axe Handle (3.5 miles), a small amount on Bacon Rind north, the entirety of Ironwood (5 miles), and 2.6 miles of Whiskey Springs.

[Note: Trustee Johnson thought the number of edge miles used in his proposal was incorrect, but his proposal calculations were correct because his proposal was based on the edge paving work done on Ironwood and Whiskey Springs only, and did not include the edge paving work done on Axe Handle and Bacon Rind.]

He explained the edge paving on Ironwood and Whiskey Springs totaled 15.2 edge miles at a total cost of \$200,000, which equals \$13,160 per edge mile. He proposed to do the edge paving on the remainder of Whiskey Springs, from Amy to Right Hand Canyon. That is 4.2 edge miles for an estimated probable construction cost of \$55,272.

He then addressed his second, proposal item, Chip Seal. He clarified that the chip seal is not the Cape seal that was put down initially on Whiskey Springs, Axe Handle, and Ironwood. A chip seal is aggregate imbedded in oil with a fog seal over the top to help seat the aggregate and hold it in place. The chip seal is quite a bit cheaper than the Cape seal, but is what is needed to seal up the transition between the edge pavement reinforcement and the interior Cape seal. He stated the square feet totals for Ironwood and Whiskey Springs and stated the cost is estimated at \$0.35 per square foot; costs were verified by a contractor. He stated at \$200,000 for Ironwood and \$105,000 for Whiskey Springs, we do not have sufficient budget this year to do all of this.

He then stated his recommendations to the Board were to issue one contract for edge pavement of Whiskey Springs and place chip seal on 1.1 miles of Whiskey Springs for the remainder of a budget of up to \$100,000 maximum in the springtime, typically May to early June. A second contract later in the year that is all chip seal for the remainder of Whiskey Springs that has received edge pavement reinforcement and chip seal approximately the first mile of Ironwood; the portion of Ironwood that needs the chip seal the most, is that first mile beginning at Pyramid Highway. This second contract would also be \$100,000.

He said the reason why these contracts are at \$100,000 maximum was due to prevailing wage and other requirements the contractor has to meet that makes our work more expensive. The remainder of the portion of the estimated operating funds for road improvements of \$441,000, for the majority of that, he wanted us to select various roadways based on priority of problems and place [the special] Class E materials on those roadways. He stated roadways he would like to see something done on this year were the first mile of Range Land from the Highway inward,

Broken Spur, and possibly Crazy Horse. Those were his first three priorities, but we'd have to see what budget and time allows.

Trustee Chesney said he could not agree more with Trustee Johnson's projection. He said he had spent a lot of time driving these roads since he was elected; he's only been here 15 years, but he's never seen the roads in better condition than they are and they are just getting better. These types of improvements are exactly what does it. It's forward thinking on Trustee Johnson's part and past Boards; that these types of incremental improvements end up paying for themselves ten-fold, especially in the summertime.

Trustee Patterson said he was good with Trustee Johnson's proposals; that he thought it was great and thanked Trustee Johnson for putting the proposal together. Instead of shifting the contractor from Whiskey Springs to Ironwood, he suggested just doing Ironwood for the second contract.

Trustee Johnson explained that with chip seal operations, moving from road to road was not an issue. He proposed these segments for reasons he would explain to Trustee Patterson when they were in the field.

Trustee Johnson added that he projects a five-year performance life of these sections of roadways.

Shawn said usually if you get these construction estimates and the roadway is striped, the contractor will mark for those stripes or they will stripe that road after doing the chip seal. He requested the existing stripes be marked, so the crew can re-stripe after the chip seal is put down. The striping truly helps our motoring public.

Trustee Patterson asked the Board to consider putting the edge paving on the first half-mile section of Amy between Ironwood and Sharrock.

Trustee Johnson said there was a lot of history there; the developer (Murphy) did that work and it left a lot to be desired.

Trustee Dennis stated if we do nothing there's a cost associated with that, and if we do something there's a cost associated with that. He was a neutral party on this, maybe Shawn and he could go out and come up with numbers on doing nothing and doing something. It takes maintenance, no matter what.

Shawn said it was like the mistake he made on Range Land, where he thought he could save that first-mile section of the road. He wanted to save the Cape seal, but he couldn't.

Trustee Dennis commented that it wasn't a total failure and Shawn did good by getting the edge drainage ways improved and the water off the road and into those drainage ways.

Trustee Chesney reiterated that Trustee Johnson has stated in the past that Range Land was a test section and it didn't work. He said Shawn did the best he could with it, but it's time to do something. The school buses rip up the edges of the Cape seal.

Shawn said there are sections of Broken Spur where the Cape seal (put down by the developer) is very thin. That is where, in the future, getting a paver and doing our own edge paving would be a huge improvement.

Trustee Patterson said he saw the hot-paving equipment on Shawn's capital outlay list.

Trustee Johnson said he wanted to veto the hot-paving equipment. It would only be used once a year, so why would we buy that equipment when we can contract the work?

Trustee Dennis said the edge paving takes a substantial crew, it's a big operation, and we get it done in a day or two when we contract the work. We get back to our capital projects and where do we spend the money best for the GID?

Trustee Chesney said in the government vernacular, we call them "make-buy" studies. Do we make it in house or do we buy it? What's most cost effective? He said he has an outline of formulas for make-buy studies that they could use as a guideline.

Trustee Johnson said with the Boards permission, next month he would present recommendations for Amy, with quantities that require patching over excavation/subgrade improvement, and a budget for edge pavement from Ironwood to Sharrock.

Several Board members stated they were agreeable with that.

- c. Operations Manager's Report:** Shawn explained that Martin Marietta (MM) was sold to Teichert. He said after he had the transport truck and trailer registered and titled, he stopped by the MM/Teichert pit and saw that they had a stockpile of our special Class E material available. Since he did not know what would happen with the transition from MM to Teichert, he chose to haul some of that material to the Wayside yard so we wouldn't lose it. He reported placing approximately 575 yards of that material on Wilcox Ranch Road.

Trustee Otto asked Shawn if he thought that once Teichert took over, we would not be able to buy that material for the same price?

Shawn said so far they are honoring the current price (\$5 per ton). He spoke with Rick (MM salesman) and Teichert may produce 100,000 tons of the material for us, but this is preliminary information.

Trustee Otto said we may have to buy the whole pile and hopefully, they would let us store it there until we are ready to truck it.

Trustee Chesney said he was all in favor of that, so that when our season comes we know we have the material.

Trustee Dennis said we get back to two ways of doing business; once we get the subgrade the way we want it and the crowns where we want it and we continually put base on the roads, then all we are doing is maintaining a surface that's already in good shape. That takes about one-third the time.

Shawn said again, we need to look into mag-chloride; we've talked about it. We're going to have to use mag-chloride. If you put that down on Wilcox Ranch and we have a three-month stent with no rain, we put some water on it once every three weeks or so and it will be just fine.

Trustee Chesney said regarding Wilcox Ranch, he doesn't live there, but he spends a lot of time on that road and those people drive like maniacs out there. He thought it would be to our benefit to post a sign at the entrance to Wilcox that we don't mind maintaining this road but you have to help us by slowing down. They chose to live out there and they should choose to spend a little more time driving the road or we

don't need to pay as much attention to Wilcox as we are paying to it if the population is not willing to slow down.

Trustee Johnson said the byproduct of everything he has done for nine years, was that he had created great racetracks; whether it be Ironwood, whether it be Whiskey Springs, whether it be Wilcox, whether it be wherever. The nicer you make it, the faster they go; pure human nature takes over. He relayed a story about the driver of a pickup truck who plowed through the intersection of Wilcox Ranch and Amy.

Trustee Otto said that wasn't the first time that has happened at that intersection.

Trustee Johnson credited Trustee Otto for installing red reflector signs at the Wilcox and Amy, and the Ironwood and Amy "T" intersections.

Trustee Otto said he had one more of those signs, if someone knew of a place where one was needed.

Shawn said he wanted to cover the orange and black speed limit signs at the entrances to the valley with regulation, white and black decals that cost \$150 to \$200 each, that would include a message such as, "Help save our dirt roads - slow down" and "Slow down in work zones." He said he is at his wit's end. He said they just laid the aggregate on Wilcox and someone did a donut. And, just after they had graded the Wilcox Ranch hill, someone purposefully fish-tailed all the way up the hill.

Shawn pointed out that we had some decent snow and the crew was able to get every road plowed in two days.

Cathy said they did a great job.

Trustee Chesney commended the crew for the work they did on Right Hand Canyon. It's in fantastic condition and the neighborhood up there really appreciates the work done.

Trustee Johnson said he wished they could afford to do something with the paved section of Right Hand Canyon; that was one of our great deficiencies.

Trustee Johnson commended Shawn for his initiative in stockpiling that 3,000 tons of material at the yard at a time when corporations were merging and selling and there were uncertainties. One of Shawn's greatest strong points, was his initiative and seizing the opportunity; it was greatly to our benefit. He thanked Shawn.

- d. Communications with Other Public Agencies:** Trustee Dennis addressed Shawn and said he wanted Shawn to communicate a little bit better with regards to matters brought to a higher level within governments; specifically when they had their recent meeting with Washoe County. He asked Shawn to give them a heads up on those matters. We have to be careful how we deal with agencies; it's impressions and how this GID needs to function.

Shawn agreed.

Trustee Johnson addressed Trustee Dennis and said you had a meeting with Washoe County Building Department that had not been reported on.

In an effort to summarize the history of this matter, Trustee Johnson interjected and stated we have wanted the Building Department to notify the GID when a lot was in for a building permit, so we could require proper driveway culverts.

Trustee Chesney said we should be on the sign-off list and that was the agreement that was made with the County. Fifteen years ago when he built his home, the GID

required that he put a culvert in his driveway, so that system blew apart somewhere in the last fifteen years. Now we have an agreement with the Building Department for a sign off.

Shawn said we need to come up with a form, similar to our “Right of Entry” form.

Trustee Dennis said there’s a link to our resolution [Resolution F19-R1 Procedure For Access to District Rights-of-Way] on the [Engineering] Department’s website for building permits.

Shawn said the form is necessary to give approval with conditions or exemption from approval. He said having the sign off is fantastic.

Trustee Chesney added that in the meeting the County made it clear that the County Engineering Department would not get involved with those sorts of encroachments.

Trustee Johnson thanked Shawn, Trustee Dennis, and Trustee Chesney for getting this done.

Trustee Chesney said Shawn took the initiative and got the ball rolling. We were well represented with the County and the County was more than happy to cooperate with us.

Trustee Johnson said he had tried in the past to get the Building Department to give the GID a sign off on building permits, and the previous head of the Building Department said no.

Trustee Dennis said he commented in the meeting with the County about how wonderful the change was.

6. **Old Business:** None

7. **New Business:** None

8. **Judicial/Government Affairs:** Louie Test stated he did not have anything to discuss.

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

- The next meeting is March 18, 2021.
- The March agenda will include designation of auditor/auditing firm and finalization of the tentative budget.

10. **Correspondence:** None

11. **Public Comment:** None

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

- Cathy reported, as requested at the last meeting, the Operations Reports are now listed separately on the Minutes page of the website. The reports for the 2020 calendar year are compiled in a single pdf file and the 2021 reports are in a separate pdf file and will be added to after the monthly meetings.

Trustee Chesney said that is the type of transparency that our customers have been looking for.

- Cathy explained on February 2nd, the Board of Adjustment recommended the revocation of the De La Luz Horse Races special use permit. That is the horse racing operation on Grass Valley west. The next step is a hearing before the Board of County Commissioners who will make the final decision.

- Trustee Patterson said he has seen Shawn out there on the road doing the crack sealing and he'd read a lot in the minutes about what Shawn had said about safety. He said he was concerned about safety as well. Was there a way to get notice out about when and where work was going to take place?

Shawn said we had done that in the past on big projects by posting a notice on the website.

Trustee Patterson cited the example of, if the crew was working on Whiskey, people would use Ironwood and get out of the crew's way.

Trustee Chesney asked if Trustee Patterson was thinking about some kind of email alert?

Cathy said the problem was that they only have email addresses for a small number of residents.

Trustee Dennis said notices were a good idea for the big projects.

Trustee Patterson then suggested maybe some better safety equipment around their trucks.

Trustee Dennis suggested better flashers on the equipment.

Shawn said he has found signage to be ineffective.

13. **Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Chesney seconded the motion, and hearing no opposition, the meeting adjourned at 7:47 p.m.

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT

As of February 18, 2021

Total of all Bank Accounts:	Balance as of February 18, 2021 - Almost CD #5010	493,402.48
	Balance as of February 18, 2021 - A/P / General Ckg #4179	724.39
	Balance as of February 18, 2021 - Payroll #4430	17,000.00
	Balance as of February 18, 2021 - Petty Cash	400.00
	Total Cash In All Accounts	511,526.87

<u>Wells Fargo - Almost CD #5010</u>	Balance as of January 21, 2021	428,700.48
Income for the Month		
Ad Valorem/Property Tax	56,559.51	
Consolidated Tax (CTX)	38,748.72	
LGTA/Fair Share	2,845.40	
TOTAL	98,153.63	
Interest Income	4.00	98,157.63
Transfer to Wells Fargo #4179	(14,250.00)	
Transfer to Wells Fargo #4430	(19,205.63)	(33,455.63)
	Balance as of February 18, 2021	493,402.48

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of January 21, 2021	517.63
Transfer from Wells Fargo #5010	14,250.00	
Interest Income	0.02	14,250.02

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9869	1,670.86	Secretarial Services \$1,192.36, Accounting \$393.75, Office Supplies \$84.75	
Flyers Energy	9870	2,365.73	Fuel	
Hoffman & Test	9871	400.00	12/2020 Monthly retainer \$400.00	
Napa	9872	510.17	2001 F450 Starter and supplies \$313.74, Shop supplies \$196.43	
Pyramid Business Services	9873	801.50	Monthly Bookkeeping, Payroll \$780.00, Office supplies \$21.50	
Sierra Rental & Transport	9874	8,295.00	Trucking of Special Class E from Martin Marietta to Wayside Yard	
TOTAL		14,043.26		(14,043.26)
			Balance as of February 18, 2021	724.39

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

ATTACHMENT - 02/18/2021 Meeting - Agenda Item 4. b.

Total Cash in all Bank Accounts as of February 18, 2021		511,527		
Additional Revenue Expected Through August 31, 2021		311,588		
ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2021			823,115	
LESS Average Monthly Expenses (\$30,000) x 6 Months		-180,000		
LESS: Capital Outlay (\$14,108 + \$75,000 - \$15,000 + \$25,000);				
Unexpected Repairs (\$5,000/mo x 6 months);				
Insurance (\$9,000 Jun or Jul);				
Workers' Comp \$1,397 (May) & \$2,000 (Aug)		-141,505		
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000		
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 31, 2021			-381,505	
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2021			441,610	
Additional Revenue Expected Through August 31, 2021:				
From 2020/2021	Figures Used for			
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>			
301,627	300,000	Ad Valorem	Mar '21 thru Aug '21	67,598
502,198	450,000	CTX	37,500 x 6	225,000
38,000	38,000	LGTA	3,165 x 6	18,990
841,825	788,000			311,588
	-53,825	Difference between Budget and Estimated Operating Funds Report Projected Revenues		
MONTHLY EXPENSES:				
	Average	Actual	Difference	
Payroll	17,000	18,178	-1,178	
Other (non Road Maint)	13,000	6,776	6,224	
	30,000	24,954	5,046	
			A/P Acct Exps	14,043
			P/R Acct Exps	19,206
Road Maintenance		8,295	Petty Cash Exps	0
TOTAL EXPENSES		33,249		33,249

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 02/18/2021 Actual Revenue is Greater Than Estimated By:

\$16,077.45

AD VALOREM				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20 (35%)	105,000.00	111,847.45	6,847.45	6,847.45
at 10/15/20	0.00	0.00	0.00	6,847.45
at 11/19/20 (21%)	63,000.00	57,293.25	-5,706.75	1,140.70
at 12/17/20	0.00	6,500.23	6,500.23	7,640.93
at 01/21/21	0.00	201.68	201.68	7,842.61
at 2/18/21 (21%)	63,000.00	56,559.51	-6,440.49	1,402.12
March	0.00			
April (21%)	63,000.00			
May	0.00			
June	0.00			
July (2%)	6,000.00			
August	0.00			
	300,000.00	232,402.12	-67,597.88	
CTX				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	37,500.00	42,976.54	5,476.54	5,476.54
at 10/15/20	37,500.00	38,746.57	1,246.57	6,723.11
at 11/19/20	37,500.00	38,947.03	1,447.03	8,170.14
at 12/17/20	37,500.00	41,296.50	3,796.50	11,966.64
at 01/21/21	37,500.00	40,021.57	2,521.57	14,488.21
at 02/18/21	37,500.00	38,748.72	1,248.72	15,736.93
March	37,500.00			
April	37,500.00			
May	37,500.00			
June	37,500.00			
July	37,500.00			
August	37,500.00			
	450,000.00	240,736.93	-209,263.07	
LGTA				
Date	Estimated	Actual	Difference	YTD Difference
at 09/17/20	3,165.00	2,861.68	-303.32	-303.32
at 10/15/20	3,165.00	643.06	-2,521.94	-2,825.26
at 11/19/20	3,165.00	7,503.29	4,338.29	1,513.03
at 12/17/20	3,185.00	0.00	-3,185.00	-1,671.97
at 01/21/21	3,165.00	4,094.97	929.97	-742.00
at 02/18/21	3,165.00	2,845.40	-319.60	-1,061.60
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	17,948.40	-20,051.60	

CAPITAL OUTLAY ITEMS FOR FISCAL YEAR 2020-2021

ATTACHMENT: June 25, 2020 Agenda Item 6.c.

Excerpt from the Board Member's Handbook:

Acquisition of Assets

Road Maintenance Equipment and Vehicles:

During the annual budget process, the Road Maintenance Operations Manager (OM) submits a road maintenance equipment and vehicles budget to the Board for approval. Purchases of equipment and vehicles on the approved budget list are to be made by the OM, but only after conferring with the Board president. The Board president will be responsible for verifying that the cash is available before any purchase is made.

Shawn Kelly's List of Capital Outlay Items for Approval:

- Grader (would sell John Deere 670 grader)
- Water Truck (would sell 2005 Int'l water truck)
- Water Tank (already approved, but not purchased as of June 25, 2020 - would replace the tank on the 1995 Peterbilt water truck)
- Loader (would sell 1990 Case loader)
- Paver, tack pot, 36" smooth-drum roller and trailer (for a "hot" patch program)
- Excavator (would sell 1989 Case dozer)
- Building to include maintenance shop, office, and bathroom (office trailer would be sold and monthly rental of Sani-Hut restroom would end)
- Phone Line Locator
- Tilt Bed Trailer (would sell Zieman tilt bed trailer)
- 10-Wheel Dump Truck (would sell 1992 Freightliner 10-wheel dump truck)

CAPITAL OUTLAY BUDGET PROJECTIONS

[Note: All Items, Except Welding Truck, Approved at June 25, 2020 Meeting]

February 18, 2021 Meeting Agenda Item 4.f.

Priority	Item Description		Upper-end cost to purchase	Notes
1	Building to include maintenance shop, office, and bathroom (office trailer would be sold and monthly rental of Sani-Hut restroom would end = \$1,690 year)		\$100,000	Propose adding \$25k to FY21 Budget Propose \$150k for FY22 Budget
2	Water Truck (would sell 2005 Int'l water truck)		\$60,000	
3	Pickup Truck to replace 1983 Ford welding truck		\$15,000	
4	Water Tank (would replace the tank on the 1995 Peterbilt water truck)		\$28,000	
5	Grader (would sell John Deere 670 grader)		\$100,000	
6	Tilt Bed Trailer (would sell Zieman tilt bed trailer)		\$20,000	
7	Excavator (would sell 1989 Case dozer)		\$75,000	
8	Loader (would sell 1990 Case loader)		\$60,000	
9	Hot Patch / Edge Paving Program Equipment:			
	Paver	\$30,000		
	36" smooth-drum roller	\$15,000		
	Trailer for roller	\$10,000		
	Tack pot	\$15,000	\$70,000	

Possible motion:

I make a motion to approve an increase of \$25,000 in the fiscal year 2021 capital outlay budget, \$150,000 for the fiscal year 2022 capital outlay budget, and add a pickup truck to replace the 1983 Ford welding truck to the list of capital outlay items the Operations Manager is authorized to purchase.

PALOMINO VALLEY GID BUDGET WORKSHEET FY2021-2022

#1 - February 18, 2021 Meeting Item 4.g.

	Actual July 1, 2020 to Jan 18, 2021	Final Budget FY21	Estimated at 6/30/2021	Proposed Budget FY22
Beginning Fund Balance		230,612	378,596 (Actual)	337,418
Income				
Ad Valorem	185,184	301,627	301,627	325,203
CTX Consolidated Tax	159,011	502,198	502,198	553,069
LGTA Special (Fair Share)	12,242	38,000	38,000	36,000
Interest Income	21	100	50	100
Other Income-FEMA Reimbursement	29,127	60,000	50,000	20,000
Total Income	385,585	901,925	891,875	934,372
TOTAL INCOME & FUND BALANCE	385,585	1,132,537	1,270,471	1,271,790
Expenses - Public Works				
Salaries & Wages				
Employee Compliance Expenses	0	200	100	100
Insurance-Workers' Comp	1,192	8,000	6,000	7,000
Payroll Direct Deposit Fees	117	200	200	300
Payroll Taxes	1,721	7,700	3,700	3,500
Salaries & Wages/Regular	72,336	121,900	130,000	145,000
Salaries & Wages/Seasonal	3,938	50,000	10,000	15,000
Total Salaries & Wages	79,303	188,000	150,000	170,900
Employee Benefits				
Insurance-Employee/Medical	18,660	36,600	32,000	40,000
PERS Employer Paid Expense	16,824	29,000	29,000	36,000
Total Employee Benefits	35,484	65,600	61,000	76,000
Services, Supplies, Other Chgs				
Accounting Services	9,838	25,000	20,000	22,000
Audit	10,828	10,750	10,828	11,100
Advertising	0	500	300	500
Equipment Maintenance Expense	11,190	30,000	25,000	30,000
Equipment Non-Depreciable	255	1,000	1,000	1,000
Equipment Rental	0	5,000	1,000	5,000
Fuel & Oil	11,487	35,000	25,000	35,000
Insurance-Liability/Auto/Equip	0	10,000	10,000	11,000
Legal Fees	2,835	7,000	6,000	6,500
Licenses and Permits	1,669	1,500	2,000	1,500
Office Supplies	876	2,000	1,500	1,500
Operating Supplies	924	3,200	2,000	3,000
Public Relations	0	250	250	250
Road Maintenance	139,026	585,862	500,000	662,415
Secretarial Services	6,085	20,000	12,000	18,000
Signs	0	2,000	1,000	1,000
Telephone	203	500	450	450
Utilities				
Electric	918	2,200	2,200	2,400
Restroom Rental	909	1,600	1,700	1,700
Waste Removal	182	1,000	800	1,000
Subtotal Servs, Supps, Oth Chgs	197,225	744,362	623,028	815,315
Other Income/Expense				
Other Income				
Cash Rewards	930	500	1,050	500
Total Other Income	930	500	1,050	500
Other Expense				
Cash Rewards Annual Fee	75	75	75	75
Total Other Expense	75	75	75	75
NET OTHER INCOME	855	425	975	425
Total Servs, Supps, Oth Chgs	196,370	743,937	622,053	814,890
Capital Outlay	15,000	75,000	100,000	150,000
TOTAL EXPENSES - PUBLIC WORKS	326,157	1,072,537	933,053	1,211,790
NET ORDINARY INCOME	59,427	60,000	337,418	60,000
Ending Fund Balance		60,000	337,418	60,000
		1,132,537		1,271,790

PVGID 2021 PAVEMENT REHABILITATION (PROPOSED)

I. Edge Reinforcement Paving

- Scope: Whiskey Springs from Amy to Right Hand Canyon
- Cost:
 - a) Past 2 years 15.2 edge miles at \$200,000 or \$13,160/mile
 - b) Whiskey Springs from Amy to Right Hand Canyon - 4.2 edge miles
 - c) Estimated probable construction cost - \$55,272

II. Chip Seal (not Cape Seal) Whiskey Springs and Ironwood

- Scope - as budget allows:
 - a) Ironwood - 22 ft x 5 miles 580,800 sq ft
 - b) Whiskey Springs - 22 ft x 2.6 miles 302,016 sq ft
 - c) 3/8" chip, CRS-2 emulsion, SSH fog seal
- Cost - \$0.35/sq ft:
 - a) Ironwood \$203,280
 - b) Whiskey Springs \$105,705

III. Recommendations

- 1st Contract
 - a) Edge Reinforcement Whiskey Springs \$ 55,000
 - b) Chip Seal Whiskey Springs 128,000 sq ft/1.1 miles \$ 45,000
 - Estimated Probable Construction Cost \$100,000
- 2nd Contract:
 - a) Chip Seal Whiskey Springs 1.5 miles \$ 60,000
 - b) Chip Seal Ironwood 1 mile± \$ 40,000
 - Estimated Probable Construction Cost \$100,000

PVGID OPERATIONS REPORT

Report Period 1/18/2021 to 2/14/2021

ATTACHMENT: 2/18/2021 Meeting Agenda Item 5.c.

ROADS GRADED AND/OR COMPACTED:

[Grader Hours: 770 Grader = 41 hours; 670 Grader = 30 hours]

1. Wilcox Ranch: Amy – Near 5200 Wilcox. Spot spread and compact 575 yards special Class E

OTHER ROAD WORK:

1. Whiskey Springs: Crack Seal Cape seal to all new Edge Paving
2. Ironwood: Crack Seal Cape seal to new Edge Paving
3. Snow Removal: All Roads
4. Ironwood, Broken Spur, Amy, Whiskey Springs, Pot hole patch 1.5 tons

OTHER:

1. Wayside yard: Import 2998.16 tons of special Class E
2. Wild Horse, Wilcox Ranch, Axe handle, Grass Valley West: Install delineators
3. Teleconference with Washoe County
4. Road survey
5. Town for parts
6. Miscellaneous yard work

EQUIPMENT:

1. Purchased and Registered 2000 Peterbilt dump truck & transfer trailer
2. 02 Peterbilt: Power steering hose R&R
3. Belly dump: Air leak brake hose R&R