

REGULAR MEETING

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

Thursday, June 16, 2022

MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, June 16, 2022 at 21555 Pyramid Highway, Reno, Nevada.

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

2. **Public Comment:**

Don Otto stated in his opinion the Board represents the people and all the streets. He said we are the General Improvement District and he believed that meant we have the ability to improve the District's roads and not just maintain them as they are. He commended Shawn for the road striping that was done a couple of years ago; it's a lot safer and it's a good thing. He said he felt the Board should not be accusing each other of self-serving actions and they needed to refrain from statements claiming that the Operations Managers have been told to put the roads the Board members live on last on the list for repairs and maintenance, because some people might feel that they have been shortchanged. He said it was pretty obvious from those statements that that is what could happen in their minds and that could open the Board up to a class-action law suit or similar because we have put them at the bottom of the list for who knows how many years.

Greg Dennis stated Steve Ajamian's comment made at the last meeting concerning employee compensation was well thought out and articulate and he thanked Mr. Ajamian for his comment.

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

3. **Approval of Minutes - May 19, 2022 Closed & Open Sessions:**

Trustee Johnson made a motion to approve both of the May 19, 2022 closed session minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

Trustee Johnson made a motion to approve the May 19, 2022 open session minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

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

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

Vickie DiMambro reviewed the transaction report (see attached). The total cash in all accounts was \$516,704.90. Income for the month was Ad Valorem/Property Tax \$6,844.17, Consolidated Tax (CTX) \$47,024.50, and LGTA/Fair Share \$4,507.50.

Vickie reviewed several of the payments: 1) Ritchie Bros. Auctioneers \$47,247.50 for a 1998 Peterbilt 377 water truck; 2) A & H Insurance \$10,066.62 for liability insurance for [fiscal year] 2022-2023 [7/1/2022 - 6/30/2023]; and 3) Dustbusters \$2,290.84 for mag-chloride.

Trustee Otto asked why Shawn believed the existing [2005 International] water truck was not the type of truck for our roads?

Shawn explained the suspension was too stiff and caused breaks in the water tank, and the truck was just falling apart. He mentioned the plastic reservoir for the coolant bottle has broken three times and that part costs \$700. He said, over a number of years, they have spent about a week's worth of time welding the breaks in the water tank. He said the 1998 Peterbilt water truck has air ride (air bags).

Trustee Otto said the reason he asked that was the company he currently works for, Campbell, has about 15 or 17 water trucks. He explained Campbell had a couple of those air bag water trucks years ago and they did not like those trucks and they made sure they did not buy that type of water truck again.

Shawn explained that with the washboard on our roads, our water trucks take a beating. He said the existing, 1995 Peterbilt water truck has air suspension and it rides like a Cadillac compared to the 2005 International.

Trustee Johnson asked what was allotted for the replacement water truck?

Shawn said he believed \$60,000 was the estimated cost.

Cathy Glatthar confirmed the amount.

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

b. Estimated Operating Funds Report:

Cathy Glatthar reviewed the report (see attached). She explained that she had dropped the expected ad valorem revenue by \$10,000 last month, but with the \$6,800 received this month for ad valorem, she felt confident that we would receive the remaining \$11,000 by July. With that in mind, she stated Estimated Net Operating Funds for Road Improvements as of August 15, 2022 was \$117,390. She added that she did holdout the \$226,400 approved last month for the chip seal project.

5. Road Maintenance Reports:

a. Road Reports:

Trustee Dennis said they had been slowly putting the roads back together again; it's summertime and roads have been washboarding. He said we have improvements on the way to our equipment, the chip seal project, and we're going to have enough money to do some additional Class E base, should the Trustees wish to pursue that, and that is part of the discussion for later tonight. He said he thought they were successful in getting the water truck; that he and Shawn had discussed it quite a bit. With the cost of new water trucks at \$240,000 to \$250,000, we've done really good with this purchase.

b. Operations Manager's Report:

[Operations Manager's Report - Period 05/16/2022 to 06/12/2022 (see attached)]

- Shawn said on May 24th he had his shoulder replaced. He explained he has a temporary worker in his place who is working with Chuck.

Trustee Dennis said he refuses to let Shawn work until he is capable of working and a doctor says so.

Shawn said he has been doing work in the office.

- Shawn explained they have been preparing for the chip seal and should have enough patching done.

Trustee Johnson said there were some additional areas that needed patching, such as the intersection of Ironwood and Amy.

Shawn said he didn't want to do that patching until closer to the date the chip seal would be done.

Trustee Johnson said the chip seal would be done the week of June 27th.

Shawn said they would get the patching done by the end of next week.

Trustee Dennis said there were places on Ironwood where water has gotten to the subgrade and caused chip seal failures. He said he wanted Shawn to be sure the drainage was adequate in those areas so that the water cannot get to the subgrade and cause this new layer of chip seal to fail.

Trustee Johnson added the drainage work needed to be done before winter.

- Trustee Otto wondered if something more extensive could be done at the intersection of Ironwood and Amy; approximately 200 feet uphill [south on Amy - known as Amy "short"], where the acceleration occurs and causes the washboard. He suggested undercutting the area by two to four inches, put in [asphalt] grindings, and then chip seal.

Trustee Dennis asked if they couldn't afford to do that, what about putting down more Class E and mag-chloride, and see what happens?

Shawn said that's what we have now and 500 cars a day just tears it up.

Shawn said the grindings would work better, but could not be done before this chip seal project is done.

Trustee Otto said he was thinking of the asphalt grindings in lieu of chip seal.

Trustee Patterson said he thought this matter should be agendized.

Trustee Johnson said he would make some inquiries.

Trustee Dennis stated this item would be placed on next month's agenda.

Trustee Johnson said one of his oversights was not extending the Cape seal through the return and a short distance beyond where everyone accelerates.

Trustee Otto said he wanted them to consider more than 100 feet, because the washboard extends beyond 100 feet.

Trustee Johnson said it would be really nice to use a cold mix or a hot mix and then have it chip sealed.

c. Capital Outlay List - Add Semi and Pup Belly Dump Trailers:

Trustee Dennis explained we hire trucks and Shawn has to re-train the truck drivers on how to put down the material correctly. He said we have an opportunity to improve the way we do business at a cheaper and more economic cost. He said Shawn explained if they had their own belly-dump train, they could get Class E down at a much lower cost.

Shawn said he came across a set of belly dump trailers, but he was really only interested in the "pup;" a 20-footer with a removable front wheel/con gear. He said with this pup he could get to the top of Piute Creek, and the top of Quaking Aspen and turn around at Mountain Aspen. He explained more about the equipment and said it may entail purchasing a bobtail with a fifth-wheel plate.

In response to Trustee Dennis, Shawn explained with a belly dump, when the material starts in the center of the roadway, he already has a crown; it's more consistent. Right now we pay \$1,400 a day per belly-dump train plus 20% fuel surcharges. With Chuck running a PVGID-owned belly-dump train, it would be \$300 a day and we could get 40 tons of material per load and we could get a lot of roads covered. He said the belly-dump trailer we currently have is old and we can't hook up a pup to that truck.

Trustee Otto said the belly dump is ideal for out here; it's the way to go. He said this would allow in-house hauling up some of these back roads.

Trustee Dennis added the hauling would be done according to our needs and our timing and we wouldn't have to try and find trucks. He said, to him, this was doable and we should be able to do this with the capital outlay funds available.

Shawn explained we would sell the existing belly-dump trailer; it's old and he wasn't sure how much he could sell it for, but if he sold it for \$10,000, he'd be happy.

Shawn reviewed the costs (see handout) and stated the estimate was \$30,000, but that needed to be \$35,000. He said he would also need to acquire a bobtail truck and that would cost about \$20,000.

Shawn commented that the 2005 International water truck is estimated to sell for \$25,000, but he's looked into it and older equipment is selling for high prices and he believed the International would sell for a lot more than \$25,000; that would allow more money to go towards the bobtail truck.

Trustee Johnson said he believed there were items on the Capital Outlay list that could wait, such as the tack pot. He asked Shawn if he would rather have the tack pot or the bobtail?

Trustee Dennis interjected and said they wanted both.

Shawn said if he could start doing some hot mix, he thought the patches would last. He said he thought it was critical to have tack; with a two-man crew they could do the tack, hot mix and roll it and it would last. With the set up they have and only a two-man crew, they have been able to lay down 28 tons of cold mix in a day.

Trustee Dennis said the road at Amy short, for example, they could tack it and blade lay some asphalt hot mix. He said there is also an incredible amount of patching needed on Right Hand Canyon and other roads.

Trustee Dennis made a motion to change the Capital Outlay list as recommended by Shawn to make sales and purchases as necessary for a belly-dump train (semi and pup trailer) and a tack pot. Trustee Otto seconded the motion.

Trustee Johnson asked if that included the bobtail truck?

Trustee Patterson asked Shawn if we would not go over the number at the bottom [\$89,401]?

Shawn said he thought with the \$20,000 for the bobtail truck taken out, the new bottom-line figure would be \$69,401 and he didn't think after all was said and done and we sell some of the old equipment, we'd have money left in the Capital Outlay budget; we would not be at zero or a negative number.

After these questions and discussions, Trustee Dennis revised his motion, as follows:

To change the Capital Outlay list (dated June 13, 2022) as recommended by Shawn to make sales and purchases as necessary for a belly-dump train (semi and pup trailer) at an estimated cost of \$35,000, a bobtail truck at the estimated cost of \$20,000, and a tack pot at the estimated cost of \$15,000. The motion is to include that the Capital Outlay balance is to remain above \$70,000. Trustee Otto seconded the revised motion. Upon a vote, the motion passed unanimously.

Shawn went back to the subject of the recently purchased water truck, and stated he wanted to get the tank lined.

Trustee Dennis said Shawn would have to work with the budget he has.

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

i. Status of 2022 Seal Coats Program:

Trustee Johnson stated the project was put out for bid, and as reported at the last meeting, costs came in higher than what was budgeted in March, but so had the price of fuel. He explained the [modified] contract was approved by the Board and he was authorized to sign the contract and issue the notice to proceed. He said he had collected all of the certificates of insurance, which named the PVGID as additionally insured. He said the contractor has scheduled the project for the week of June 27th, but at this time he did not know what day they would start and where they would start. He said he would get that information soon so it could be posted on the PVGID's website.

In answer to Trustee Johnson's question, Vickie replied that she had the original documents and had received the final contract signed by both the contractor and Trustee Johnson.

Trustee Johnson stated since this contract was for a prevailing wage project, the contractor would be submitting certified payroll reports. He asked that Vickie get copies of those to him for his contract file. He said he had a complete file on each of the projects done since 2011, and once his term was up, he would turn those files over to the Board.

Trustees Dennis and Otto thanked Trustee Johnson.

ii. Surfacing Roads with Aggregate Base:

Trustee Dennis said there was only \$117 left of what had previously been budgeted for Class E [and other aggregate] base surfacing. He asked the Board to consider authorizing some funding for aggregate surfacing.

In response to Trustee Johnson's request for a list of priority roads, Shawn said he would put a whole new overlay on Wild Horse and Quaking Aspen (from Wilcox Ranch to O'Hara). He said, if possible, he wanted to include Crossover Road to tie it in with Wild Horse and Twin Springs.

Shawn explained that adding more material was all that could be done with Quaking Aspen Road. He said if they tried to grade Quaking Aspen, they would just pull up lots of rocks; it had to be re-covered.

Trustee Johnson said the two tenths of material put on Quaking Aspen was done about two years ago; for a road where we stuck three fire trucks. He said it had held up well.

Trustee Otto said, on Quaking Aspen, there were a couple of bad rock-protruding spots between O'Hara and Microwave.

Shawn said that was where they had spot patched before and they would do some more spot patching up there. He explained of the Class E that was stockpiled at the Wayside yard, about half of that pile was already slated for spot patching various roads.

After some discussion, it was determined that Wild Horse (from Whiskey Springs to Crossover) was three miles and Quaking Aspen (from Wilcox Ranch to O'Hara) was two miles for a total of five miles. At an estimated cost of \$20,000 per mile (for material and trucking), that would be \$100,000.

Shawn said they would surface Crossover with the material stockpiled at the yard.

Trustee Johnson made a motion to authorize the expenditure of funds for materials and trucking for the placement of Class E base on three miles of Wild Horse (from Whiskey Springs to Crossover) and two miles of Quaking Aspen (from Wilcox Ranch to O'Hara).

There was some discussion about where the end point should be for Quaking Aspen, and Trustee Johnson stated the western property corner of his property was the border (beginning) of what used to be called a seasonal road. That meant that any improvement above that point was to be paid for by the property owners. He said that is written Board policy that they are tied to.

Trustee Otto said they are not called seasonal roads anymore.

Trustee Johnson said they were formerly called seasonal roads, but the Board resolution states from that point forward the District will not improve ...

Louie Test interjected and asked what this had to do with the motion?

Trustee Johnson said he was clarifying where the placement of Class E on Quaking Aspen had to stop. If gravel is placed beyond the southwest corner of his property, which the GID has done in the past and he paid for that gravel, and he will pay for it again if more gravel is placed there.

Shawn said they have placed material on Quaking Aspen above Trustee Johnson's property. He added that a road still has to be serviceable and there are parts of Quaking Aspen, higher up, that he needs to bring in some material to make it serviceable and so he can grade it.

Trustee Patterson seconded the motion and hearing no opposition, the motion passed.

Trustee Johnson mentioned that Shawn needed to watch the gradations of the Class E.

Shawn said he would pull a gradation report before they started pulling the material from Teichert.

Trustee Otto asked about the status of the material in the Ironwood pit?

Shawn explained that material is basically a fine, sandy DG. He said they have placed it on Yellow Tail from Pioche to the end, but it gets mushy when it gets wet. We do have the ability to screen the material and use it.

Trustee Johnson explained where you have good granular subgrade, where it's rocky and gravelly, and you just need to cover it up and provide a better wearing surface, the Ironwood pit material works fine.

Shawn said he thought the Ironwood pit material would work well on the upper end of Piute Creek Road (beyond the 90-degree turn).

After some additional discussion, Trustee Otto said his point was we could blow a lot of money on Class E, but we do have free material in the Ironwood pit and we should use that material when we can; it's a lot cheaper.

Trustee Dennis said yes and no; there is a cost to digging it up, screening it, and transporting it; it's labor intensive.

In answer to Trustee Otto's question, Shawn said we have to screen every bucket of material from that pit.

Trustee Dennis said it was a good idea, but he wasn't sure if there was a lot of applicability. He thanked Trustee Otto for mentioning it.

6. Old Business:

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

Trustee Patterson said he met with Dave Solaro, the Assistant County Manager, at the end of May to discuss the area plan update as it impacts the GID and our ability to maintain the roads with all the development out here. There were some ideas discussed including impact fees on building permits; that wasn't taken very well by Mr. Solaro. He talked about a trigger in the area plan that would require County-standard roads to Pyramid Highway; such as if a developer builds three or more homes. He said Mr. Solaro said that was tried in a different area of the County and it wasn't a feasible response. Another idea was adding strong conditional assessment language to the area plan, such as developers repair roads to former condition.

In response to Louie Test's question, Trustee Patterson clarified that his discussions on the area plan are just regarding the impacts to the GID and the roads.

Trustee Patterson said another idea was to meet with the Federal Congressional Delegation for Nevada - Congressman Amodei, Senator Masto, and Senator Rosen - and argue the GID roads are access to public lands, and we have a federal facility on Ironwood Road that uses our roads for access. He said that was something he would work on in the future, outside of the area plan update.

7. New Business:

a. Solicit Allocation of Funding from Washoe County for Road Projects and/or Capital Outlay Items:

Trustee Patterson explained in the same meeting with Mr. Solaro, he brought up the fact that Washoe County had received a lot of federal funding and CARES Act money and more recently they received over \$91 million in American Rescue Plan Act (ARPA) federal funds and where was the PVGID sitting at? He said after some back and forth discussion, Mr. Solaro had a meeting the following week with the County Manager on this issue and the Community Investment Manager in Washoe County. He said he has had multiple follow ups with Mr. Solaro since then. He said he's reached out to two County Commissioners and has had positive correspondence with one and has not heard back from the other. He said what he would like to do is solicit funds from the County for the pavement rehab projects that we have tabled due to budget constraints. He then read his list of projects, as follows:

- Right Hand Canyon - Cape seal 1.35 miles
- Broken Spur & Sharrock - Edge paving and re-chip seal on approx. 1.4 miles
- Broken Spur from Whiskey Springs to Morgan Ranch - Raise the road on the north end to correct the drainage issues and add base to approx. 1.5 miles
- Axe Handle from Bacon Rind to Curnow Canyon - Re-chip seal approx. 2.5 miles
- Whiskey Springs from Amy to Right Hand Canyon - Re-chip seal approx. 2 miles

He stated he thought the pavement rehab that we can't do, would resonate with the County; that was his feeling from his conversations. He said the SPA projects are a legitimate argument to make with the County since the Board of County Commissioners removed the financing plan and put the PVGID at a disadvantage as a public entity to maintain those roads with the current development going on in the SPA; that's why he put those items on that list. He said he didn't know if the County would look at all these items or if they will pick and choose, but he was going in with gusto to get them all. He asked the Board to allow him the latitude to speak on behalf of the PVGID with the County on this proposal.

In response to Trustee Otto's question, Trustee Dennis explained, if approved, the Board would be allowing Trustee Patterson to negotiate with the County for a portion of these grants to fund PVGID road maintenance projects. He said he thought it was a very good thing and he appreciated Trustee Patterson for spending the time and effort to contact the County officials and for putting this proposal together.

Trustee Patterson said he was not an expert and he would need assistance with estimated costs.

Trustee Johnson said this was a new twist and a new opportunity that hasn't been available to us before as far as the amount of federal funding that has been given to

the states and counties. He explained their previous approach, seven or eight years ago, was to ask the County to include the GID in the formula for the State gas tax, but that was turned down, rather emphatically. He said the amount of money the federal government had granted in these stimulus programs was mind-boggling.

Trustee Johnson made a motion to authorize Trustee Patterson to represent the PVGID Board in presentation and negotiation for potential grant monies for various road improvements within the District. Trustee Otto seconded the motion, and hearing no opposition, the motion passed.

Louie Test cautioned the Board to not discuss this matter amongst themselves outside of an open meeting.

Trustee Dennis said Trustee Patterson would be coming to him to get specific costs for these projects, and he believed he could provide that information without violating the open meeting laws.

8. Judicial/Government Affairs:

- Louie Test stated he would be retiring and the Board would have to look for a new attorney. He said he has spoken with an individual who is here this evening who lives in Palomino Valley and is an attorney. This matter will have to be placed on the next agenda. When you are choosing someone to perform professional services, you do not have to solicit or advertise.

In response to Trustee Dennis' question, Louie explained that the individual mentioned would need to submit a résumé and we would have to agendize this for the next meeting.

Louie explained that he would be available by phone during the transition period. He added that his firm will still be around; they are going to be associated with another firm. He was not sure if he would be able to be present at the next meeting, but he would try.

Trustee Johnson said we wished Louie the best and it had been a pleasure working with him.

Others expressed agreement with Trustee Johnson's statement.

- Trustee Otto asked Louie to elaborate on what Trustees can discuss with other Trustees outside of an open, public meeting.

Louie said if it was dealing with actions to be carried out by the Board, you can't have deliberations on such matters outside of an open meeting. He explained the example of serial communications and said if one Trustee talks to another Trustee about a PVGID matter and then either one or both of those Trustees talks to a third or fourth Trustee about the same matter, that is considered a "walking quorum" and is a violation of the Open Meeting Law.

Trustee Otto said what if there were a snow storm or a gully washer and Trustees needed to discuss which roads needed to be graded? Even if it's not necessarily an emergency situation, could it be discussed? For instance, could Trustees talk about the condition of Wilcox Ranch Road?

Louie explained that if you wanted to discuss the condition of the roads, then it would have to be during a public meeting, because the public has the right to give input. If there is an emergency, a special meeting could be called on short notice.

Trustee Dennis said if Trustee Otto had a road request, he could submit it just like anyone can.

Trustee Otto said “deliberation” seemed to be the key word.

Louie agreed and said “deliberation” is one of the key words.

Trustee Otto said he didn’t like this at all, that they can’t communicate; communication should be important.

Trustee Johnson said he thought it tied their hands, but that’s the law.

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

- Next month’s meeting will be on July 21, 2022.
- The annual fiscal reports must be published on or before July 1st. Cathy stated she already had the reports ready to be published in the Reno Gazette-Journal on June 30th.
- Vickie has three items to handle, as follows:
 1. The fourth Quarterly Economic Survey should be ready to be signed at the July meeting and it must be submitted to the Department of Taxation by August 15th.
 2. The Employee-Management Relations Board (EMRB) fee per employee is due by July 31st.
 3. Pay the annual Warm Springs Valley Water Basin (water rights) administration fee. The bill looks like a tax bill from the Washoe County Treasurer’s Office, and should be approximately \$27.00 this year.

10. Correspondence:

- Cathy Glatthar reported receiving a letter from the Department of Taxation stating that the PVGID’s final budget was in compliance with the regulations.
- Cathy Glatthar read a summary for: Agency Review of Tentative Parcel Map Case # WTPM22-0012 - 5870 Whiskey Springs Road (see attached).

Trustee Dennis stated that Cathy had typed up the standard letter outlining the PVGID’s conditions of approval (as listed in the attachment).

11. Public Comment:

- Debra Shirk thanked the Board members who attend these meetings every month, and who don’t come with a personal agenda all the time. She said she appreciated it and she knew that it wasn’t easy to come to these meetings month after month without fail.
- Don Cameron asked if the work to be done on Wild Horse, adding base, would include dust control with mag-chloride?

Shawn said he wasn’t sure if the mag-chloride would be applied, but if it was, it would be at a lesser concentration. He said they were still working on the best application rates.

Trustee Dennis said if the mag-chloride is put down on the roads, you don’t get the dust and you do get a better wearing surface.

Trustee Johnson did the math, and we paid \$15,000 for 21,000 gallons of mag-chloride which equals \$1.40 per gallon, Shawn estimated needing 4,000 gallons to do the three miles on Wild Horse for a total of \$5,600.

Mr. Cameron remarked how much longer the road lasts when mag-chloride is applied.

In answer to Trustee Otto's question, Trustee Dennis said it would cost about \$3,000 to apply mag-chloride to the 2.4-mile section of Quaking Aspen Road that was going to be re-covered with Class E base.

Trustee Otto said he would contemplate paying for the mag-chloride for that section of Quaking Aspen Road.

In response to Trustee Dennis' comment, Trustee Johnson clarified that there is a Board policy that allows property owners to pay for improvements, such as Trustee Otto was suggesting.

Trustee Johnson added that he was considering doing the same and Trustee Otto said let's split the cost and Trustee Johnson agreed.

Louie Test interjected that this item was not on the agenda and property owners should submit such proposals to the GID for consideration.

Shawn added that they should wait until the road gets covered with the Class E.

- Patrick Mansfield said now that Louie Test had stated his plan to retire, he wanted to know what the Board wanted in the way of a proposal for legal services?

Trustee Johnson replied the Board would like a written proposal, résumé, and hourly rates/cost proposal for Mr. Mansfield and his firm.

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

12. Board Member and Staff Items:

- Trustee Otto reiterated that he wanted an item on the next agenda to decide what direction to take on the intersection of Amy (short) and Ironwood.
- Trustee Johnson asked to have an item on next month's agenda for a proposal grant request to the Federal Highway Administration for the improvement of Range Land Road from the Pyramid Highway to Winnemucca Ranch Road.
- In response to Cathy Glatthar's question, Trustee Dennis said to include the following item on next month's agenda: Other Possible Road Improvement Projects, including, but not limited to, Broken Spur Road and Right Hand Canyon Road.

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

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

TRANSACTION REPORT AS OF June 13, 2022

Submitted by Vickie DiMambro, Bookkeeper

Total of all Bank Accounts:	Balance as of June 13, 2022 - Almost CD #5010	498,615.96
	Balance as of June 13, 2022 - A/P / General Ckg #4179	688.94
	Balance as of June 13, 2022 - Payroll #4430	17,000.00
	Balance as of June 13, 2022 - Petty Cash	400.00
	Total Cash In All Accounts	516,704.90

<u>Wells Fargo - Almost CD #5010</u>	Balance as of May 16, 2022	527,102.60
Income for the Month		
Ad Valorem/Property Tax	6,844.17	
Consolidated Tax (CTX)	47,024.50	
LGTA/Fair Share	4,507.50	
Other Income	0.00	
TOTAL	58,376.17	
Interest Income	4.66	58,380.83
Transfer to Wells Fargo #4179	(69,247.50)	
Transfer to Wells Fargo #4430	(17,619.97)	(86,867.47)
	Balance as of June 13, 2022	498,615.96

<u>Wells Fargo - A/P / General Ckg #4179</u>	Balance as of May 16, 2022	683.09
Transfer from Wells Fargo #5010	69,247.50	
Interest Income	0.07	69,247.57

NAME	CK #	AMOUNT	DESCRIPTION	
Ritchie Bros. Auctioneers	WT	47,247.50	Capital Outlay - 1998 Peterbilt 377 4,000 gallon 6X4 Water Truck	
Wells Fargo Bank	EFT	30.00	Wire Transfer Service Fee	
A&H Insurance	9982	10,066.62	Liability Insurance 2022-2023 POOL Policy	
Catherine Glatthar	9983	1,870.59	Secretarial Services \$1,571.00, Accounting/Financial Work \$110.00, Office Supplies \$114.59, Public Relations \$75.00	
Dustbusters Enterprises Inc	9984	2,290.84	Mag-chloride 14.526 tons @ \$64.00/ton \$929.66, Freight \$1,249.24, Fuel Surcharge \$111.94	
Flyers Energy	9985	3,187.48	Fuel	
Granite Construction Company	9986	1,421.42	Cold Patch 11 Tons @ \$126.00/ton + \$35.42 energy surcharge for Ironwood Road and Amy Road	
Hoffman & Test	9987	400.00	April 2022 Retainer	
Hunt & Sons, Inc.	9988	1,538.90	Shop Supplies - 110 Gallons Hydraulic Oil @ \$13.99/gallon	
Pyramid Business Services	9989	1,188.37	Monthly Bookkeeping and Payroll \$1,118.25, Office Supplies \$70.12	
TOTAL		69,241.72		(69,241.72)
	Balance as of June 13, 2022			688.94

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT
TRANSACTION REPORT AS OF June 13, 2022**

<u>Wells Fargo - Payroll #4430</u>		Balance as of May 16, 2022	17,000.00
Transfer from Wells Fargo #5010	17,619.97		
Interest	0.08		17,620.05
Net Payroll	9,656.69	Net Payroll	
Cash Withdrawal	1,000.00	Cash Withdrawal by SK for Refundable Deposit for Possible Equipment Purchase	
SK's BECC 6/3/2022 Stmt			
Waste Management	SK's CC	33.00	Monthly Waste Removal
Grainger	SK's CC	118.66	Heavy duty tarp for covering patch mix
LJ's BECC 6/3/2022 Stmt			
Alhambra	LJ's CC	12.25	Monthly Office Water
Prominence	LJ's CC	2,819.16	Monthly Health Insurance
Verizon	LJ's CC	33.48	Monthly Telephone Bill
Motorola	LJ's CC	70.00	Monthly Two-way Radio Bill
Wells Fargo Cash Rewards	LJ's CC	(625.54)	BECC Cash Rewards
NV Energy	Bill pay	281.63	Monthly Electric Bill
PERS	Bill pay	2,993.20	PERS Monthly Payment
Payroll Taxes - Patriot Payroll	EFT	1,227.52	Payroll taxes (941, NV Unemployment)
		<u><u>\$17,620.05</u></u>	<u><u>(\$17,620.05)</u></u>
		Balance as of June 13, 2022	17,000.00

<u>Wells Fargo - Petty Cash</u>		Balance as of May 16, 2022	400.00
Deposit	<u>0.00</u>		
	0.00		0.00
	AMOUNT	DESCRIPTION	
	<u>0.00</u>		
TOTAL	<u>0.00</u>		0.00
		Balance as of June 13, 2022	400.00

Reviewed by Cathy Glatthar, Assistant to the Board: CAG 6/13/2022

ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

ATTACHMENT - 06/16/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of June 13, 2022		516,705	
Additional Revenue Expected Through August 15, 2022		107,403	
ESTIMATED OPERATING FUNDS THROUGH AUGUST 15, 2022			624,108
LESS Average Monthly Expenses (\$30,000) x 2 Months		-60,000	
LESS: Capital Outlay FY21 Carryover (\$89,283 - \$48,248 = \$41,035);			
Capital Outlay FY22 (\$150,000-\$52,634-\$5,000* = \$92,366);			
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];			
SNC Chip Seal Contract \$226,400;			
Unexpected Repairs (\$5,000/mo x 2 months);			
Workers' Comp \$1,800 (Aug); Ford F450 Engine Replacement \$15,000;			
Class E \$125,423-\$119,692+\$15,000-\$16,758-\$3,856=\$117		-386,718	
LESS Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
ESTIMATED EXPENSES & RESERVES THROUGH AUGUST 15, 2022			-506,718
ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 15, 2022			117,390
Additional Revenue Expected Through AUGUST 15, 2022:			
From 2021/2022	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
320,000	320,000	Ad Valorem	July '22 thru Aug '22
567,000	540,000	CTX	45,000 x 2
38,000	38,000	LGTA	3,165 x 2
925,000	898,000		107,403
	-27,000	Difference between Budget and Estimated Operating Funds Report Projected Revenues	
MONTHLY EXPENSES:			
	Average	Actual	Difference
Payroll	17,000	16,697	303
Other (non Road Maint)	13,000	18,205	-5,205
	30,000	34,902	-4,902
Capital Outlay		48,248	A/P Acct Exps
Road Maintenance		3,712	P/R Acct Exps
TOTAL EXPENSES		86,862	86,862

REVENUE - ACTUAL AND ESTIMATED

NOTE: As of 6/13/22, Actual Revenue was LESS Than YTD Estimated By:

-\$937.55

AD VALOREM

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
July (2%)	6,400.00			
August	0.00			
	320,000.00	308,926.75	-11,073.25	

CTX

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	45,000.00	45,255.83	255.83	255.83
at 10/18/21	45,000.00	44,511.41	-488.59	-232.76
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,564.33
at 12/13/21	45,000.00	45,611.37	611.37	-952.96
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,280.54
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,259.82
at 03/14/22	45,000.00	49,106.81	4,106.81	-153.01
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,087.67
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,006.84
at 06/13/22	45,000.00	47,024.50	2,024.50	-5,982.34
July	45,000.00			
August	45,000.00			
	540,000.00	444,017.66	-95,982.34	

LGTA

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21	3,185.00	6,846.91	3,661.91	3,661.91
at 10/18/21	3,165.00	6,023.97	2,858.97	6,520.88
at 11/15/21	3,165.00	0.00	-3,165.00	3,355.88
at 12/13/21	3,165.00	3,658.38	493.38	3,849.26
at 01/17/22	3,165.00	4,850.80	1,685.80	5,535.06
at 02/14/22	3,165.00	3,480.61	315.61	5,850.67
at 03/14/22	3,165.00	3,709.34	544.34	6,395.01
at 04/18/22	3,165.00	5,184.09	2,019.09	8,414.10
at 05/16/22	3,165.00	3,126.44	-38.56	8,375.54
at 06/13/22	3,165.00	4,507.50	1,342.50	9,718.04
July	3,165.00			
August	3,165.00			
	38,000.00	41,388.04	3,388.04	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G							
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G							
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM						
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5												
UP	Jackrabbit (N)	0.5												
UP	Lost Spring	1												
UP	Mid	0.3		D										
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5												
UP	Pasture View (Sharrock - South End)	0.5												
UP	Pasture View (N)	0.8				R/G								
UP	Peak (E - W)	0.7				G								
UP	Peak (N - S)	1.7												
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5												
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R						
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R						
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd							
P	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC								
P	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM							
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC								
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC								
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G						
UP	Rebel Cause	1.2	G				G							

PVGID OPERATIONS MANAGER'S REPORT

Report Period 5/16/2022 to 6/12/2022

ATTACHMENT: 6/16/2022 Meeting Agenda Item 5.b.

ROADS GRADED AND/OR COMPACTED:

1. Crazy Horse: Wilcox Ranch to Hay Cyn
2. Yellow Tail: Pioche to End
3. Chantry Flats
4. Curnow Canyon: Axe Handle to End of Maintenance
5. Space Test
6. Little Ironwood
7. Right Hand Canyon: End of pavement to near 3655 RHC
8. Amy South: Wilcox Ranch to Cambrai Lane
9. Range Land: Peak to Winnemucca

OTHER ROAD WORK:

1. Ironwood: Patch 14 tons cold mix from end of last year's chip seal to Amy in preparation for chip seal project
2. Amy: Transport kick broom and sweep in preparation for patching
3. Amy: Patch 4 tons cold mix from Ironwood to Sharrock in preparation for chip seal project
4. Right Hand Canyon: Patch 1.5 tons cold mix from end of pavement back to Whiskey Springs

OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work

EQUIPMENT:

1. '88 Dump Truck: Transmission failed, take back to transmission shop for warranty repair
2. '05 Compactor: Radiator leaking, remove and take back to A1 Radiator for warranty repair work, re-install
3. '05 International Water Truck: Had metal debris from tank stuck in pump impeller, also some metal went through pump and stuck in water pod, removed all necessary pipes and rebuilt pod, also replaced the pipe ring gaskets. Flat tire right rear outer R&R. Truck died again, called American Truck repair out, they cleared all trouble codes and truck started and is running at this time
4. '03 770 Grader: Cut crown out of cutting edges

CAPITAL OUTLAY BUDGET ANALYSIS
 After June 16, 2022 Meeting
 Prepared By Cathy Glatthar and Shawn Kelly

	Purchases/ Sales	Balance
FY 2021 Capital Outlay Budget Carryover	\$89,283	
Remaining FY 2022 Capital Outlay Budget	\$92,366	
Balance of Capital Outlay Prior to June 2022		\$181,649
Less Water Truck Purchase in June 2022	-\$47,248	
Balance of Capital Outlay through 8/15/2022		\$134,401
Add estimated proceeds from the sale of the '05 International water truck	\$25,000	
Adjusted, estimated balance after sale of water truck		\$159,401
Estimated Cost for Semi and Pup Belly Dump Trailers	-\$35,000	
APPROVED at 6/16/2022 Meeting: Addition of a Bobtail Truck (Estimated cost)	-\$20,000	
Add estimated proceeds from the sale of the old belly dump trailer	\$10,000	
Estimated Cost for a Tack Pot	-\$15,000	
Balance of Capital Outlay Budget		\$99,401
2023 Capital Outlay budget becomes available	\$125,000	
Estimated Capital Outlay Budget beginning 9/15/2022		\$224,401
Maintenance Building (estimate)	-\$150,000	
Balance after estimated maintenance building costs deducted		\$74,401

CAPITAL OUTLAY BUDGET ANALYSIS
As of June 13, 2022
Prepared By Cathy Glatthar and Shawn Kelly

	Purchases/ Sales	Balance
FY 2021 Capital Outlay Budget Carryover	\$89,283	
Remaining FY 2022 Capital Outlay Budget	\$92,366	
Balance of Capital Outlay Prior to June 2022		\$181,649
Less Water Truck Purchase in June 2022	-\$47,248	
Balance of Capital Outlay through 8/15/2022		\$134,401
Add estimated proceeds from the sale of the '05 International water truck	\$25,000	
Adjusted, estimated balance after sale of water truck		\$159,401
Estimated Cost for Semi and Pup Belly Dump Trailers	-\$30,000	
Add estimated proceeds from the sale of the old belly dump trailer	\$10,000	
Estimated Cost for a Tack Pot	-\$15,000	
Balance of Capital Outlay Budget		\$114,401
For the September 15, 2022 meeting, FY 2023 Capital Outlay budget becomes available	\$125,000	
Estimated Capital Outlay Budget beginning 9/15/2022		\$239,401
Maintenance Building (estimate)	-\$150,000	
Balance after estimated maintenance building costs deducted		\$89,401

PVGID MINUTES JUNE 16, 2022
ATTACHMENT
Agenda Item 10 - Correspondence

Summary of Agency Review of Tentative Parcel Map Case # WTPM22-0012

Tuesday afternoon, June 14th, we received an email from Washoe County Planning with an Agency Review Memo for a Tentative Parcel Map for 5870 Whiskey Springs Road (Case # WTPM22-0012). The 40-acre parcel is in the Specific Plan Area and is being subdivided into four, 10-acre parcels. The parcel is located on the north side of Whiskey Springs Road between Broken Spur and Amy.

The deadline for the submittal of our conditions is July 5th. A letter has been prepared with the standard conditions for new access to PVGID-maintained roadways, as follows:

1. The private access easement that connects with Whiskey Springs Road, as depicted on the application map, shall be designed and constructed in accordance with the procedures outlined in the attached Resolution No. F19-R1, Amendment of Resolution No. F13-R2 - Procedure for Access to District Rights-of-Way. In the case of conflict with State or County regulations, the stricter regulation shall apply.
2. The only access to the four parcels created by this parcel map will be via the private access easement, as depicted on the application map. No other direct driveway or roadway connection with Whiskey Springs Road will be allowed.

This tentative parcel map case is tentatively scheduled to be heard by the Parcel Map Review Committee on August 11th.

