

## REGULAR MEETING

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

Thursday, August 18, 2022

### MINUTES

Trustee Greg Dennis called the regular meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Thursday, August 18, 2022 at 21555 Pyramid Highway, Reno, Nevada.

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

2. **Public Comment:**

Trustee Dennis stated he had some pictures of the damage done to Quaking Aspen Road by today's rainstorm. He thanked Shawn for having Chuck repair some of the damage to Quaking Aspen Road.

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

3. **Approval of Minutes - July 21, 2022:**

Trustee Patterson made a motion to approve the minutes as written. Trustee Johnson seconded the motion. Hearing no opposition, the motion passed.

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

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

Cathy Glatthar reviewed the transaction report (see attached). The total cash in all accounts was \$274,283.15. Income for the month was Ad Valorem/Property Tax \$726.05, Consolidated Tax (CTX) \$45,378.72, and LGTA/Fair Share \$3,458.47.

Cathy reviewed several of the payments: 1) Sierra Nevada Construction \$225,492.00 for the 2022 Seal Coat Program, chip seal for sections of Ironwood, Amy, and Axe Handle Roads; 2) G&J Truck Sales \$17,500.00, capital outlay for the purchase of a 1996 Peterbilt 385 Bobtail Truck; 3) there were a number of payments for various parts for vehicle and equipment repairs; and (4) Public Agency Compensation Trust \$2,022.25 for the 4th quarter workers' comp insurance for fiscal year ending June 30, 2022.

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

b. **Estimated Operating Funds Report:**

Cathy Glatthar reviewed the report (see attached). She explained she had changed the ending date to August 31st, mainly because of when we receive our revenue. The first Ad Valorem/Property tax payment for the new fiscal year, which started on July 1st, is received around mid-September. Both the Consolidated Tax and LGTA/Fair Share payments are two months behind, so the first payments for the new

fiscal year are received in September (LGTA is mid-month and CTX is end-of-month). The Estimated Net Operating Funds for Road Improvements as of August 31, 2022 is \$39,785. At next month's meeting, this report will be for a new 12-month period from September 1, 2022 to August 31, 2023. Also, next month's report will reflect the new fiscal year's budget projections (July 1, 2022 - June 30, 2023).

In answer to Trustee Johnson's question, Cathy explained the nearly \$40,000 of estimated operating funds was after the hold back of the \$100,000 for Class E.

**c. Employee Health Insurance - Discuss Adding Dental and Vision Coverage:**

Trustee Patterson stated we have a new insurance broker and new quotes for dental and vision coverage just came in. He said Cathy put together a few scenarios (see attached) that show the total monthly cost to the GID for the employees at 100% and the dependents at 75% (identical to the medical insurance benefit percentages paid by the GID). One scenario was for dental and vision (\$170.08/month) and one was for just dental (\$154.79/month); with the difference being \$15.29 a month.

Trustee Johnson said with the difference only being \$15.29, he thought it made sense to consider the dental and vision package.

Trustee Dennis stated the dental and vision coverage cost to the GID would total just over \$2,040 annually.

Trustee Patterson said he brought this idea to the Board because he thought, in this environment, the District should have a benefits package that was welcoming if we had to add or replace employees in the future. He said this was pretty standard to have these benefits as part of a health plan.

Trustee Johnson said because we are a quasi-municipal agency, we fall more in line with public agency benefits packages than the private sector.

Pam Roberts said she supported adding the dental and vision package.

Phillip Hilton asked if the PVGID was part of the Washoe County health plan?

Trustee Dennis responded that we were not, and when we asked to be a part of Washoe County's health insurance coverage, the County refused to allow the GID to join.

Mr. Hilton said he was the president of the CGID for Storey County and their employees have PERS and he thought this GID should have a dental and vision package.

Susan Ambrose agreed with Ms. Roberts and Mr. Hilton.

Trustee Johnson said that he always appreciates it when our guys step up at the last hour of the last day of the work week to work overtime and go out to fix flash flood damage and make roads passable.

Trustee Johnson made a motion to approve the addition of dental and vision coverage to the health insurance benefits package at the same GID-paid percentages (100% employees and 75% dependents) as the medical insurance coverage. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

## 5. Road Reports:

Trustee Dennis explained the agenda sub-item “Road Reports” had been eliminated because our Operations Manager will discuss the status of the roads and comments could be made at that time regarding the roads.

Trustee Patterson said he wished all the Trustees were present to hear this. He said he thought the public would appreciate it, that if we want to talk about a road, let’s agendize it; whatever road it is, whatever the discussion might be, because that allows the public to go look at the road and it allows him as a Trustee to go look at the road before it’s discussed at a meeting. He said if it’s pertinent, put it on the agenda and it will get its due time.

Trustee Johnson said he did not think the discussion should be limited to agendized roads because things come up. He said he didn’t disagree with that, but the Trustees needed to do their job to make sure issues are properly agendized, and be sure we’re following open meeting laws.

Trustee Dennis said he thought being flexible was important. He thought we might need a policy drafted and have our attorney make sure we were handling the matter properly.

### a. **Operations Manager's Report:**

[Operations Manager’s Report - Period 07/18/2022 to 08/14/2022 (see attached)]

- Shawn stated he would like the Board to allocate the funds, approximately \$19,000, to top off the mag-chloride tank after the crew uses up what’s currently in the tank.

Trustee Johnson said Shawn needed to bear in mind the timing; that mag-chloride was least desirable when used in the wintertime.

Shawn said he was aware and the mag-chloride could just sit in the tank if we ended up having a wet fall.

Trustee Dennis said Shawn’s been experimenting with application rates, and what Shawn put on Amy Road was great.

Shawn said they applied the mag-chloride on Amy at full strength because the school buses will start running next week.

Trustee Johnson said Shawn’s decision of where to apply a heavier dosage based on traffic, was absolutely proper.

Trustee Johnson made a motion to authorize the purchase of mag-chloride to top off the tank at approximately \$19,000. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

- Shawn explained we’ve had two flash flood events, today’s and one that happened about two weeks ago. The earlier event affected Right Hand Canyon Road and there were 12-inch to 2-foot rocks in the road. He explained he went in that Saturday morning and used the grader to fix that flood damage.
- Shawn explained they have been working hard on getting the roads back in shape and keeping up with road requests.

Trustee Johnson said the crew has done major catching up in these past three weeks and he commended them.

**b. Surfacing Roads with Aggregate Base - Planning, Implementation, and Funding:**

Trustee Dennis said Trustee Johnson had earlier mentioned where the previously allocated \$100,000 for Class E aggregate was going to Wilcox Ranch, Quaking Aspen, and Wild Horse Roads. He said there was no more money available at this time.

Shawn stated that next month he would report on how much of the \$100,000 remained, and discussion could be had about further allocation of funds.

Trustee Johnson added that we were heading towards winter and we needed to be sure the roads were winterized; crowning, ditching, shouldering, etc. It's good to get our grading and surfacing done now.

Trustee Johnson explained that when you have that volume of water from a flash flood, no normal road system/ditch system can handle it; repairs will be needed. He said it's nothing the crew did; it's that Mother Nature, every once in a while, makes us humble.

Shawn mentioned they did use the Vactor to clear several culverts after the earlier flash flood and now they have more to clear after today's flooding.

**6. Old Business:**

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

Trustee Patterson stated he had just read the July report on the TMWA feasibility study that's been completed. He said it looked like it was promising and moving ahead.

Trustee Johnson said he did not think a final decision had been made; they were still trying to decide if the natural nitrates in the ground water were a deal breaker as far as storing ground water in the Valley and pumping it back out for municipal purposes.

Pam Roberts said the area plan updates and the TMWA feasibility study were really two different things. The TMWA water project was independent of the area plan updates. This Board needs to look at the impact to the GID if the water project is approved, and what the impact to the GID is if the project is not approved. If not approved, the land owners have stated the housing development would be done. This Board needs to determine what the GID can do to ensure they are not left having to repair the roads that are damaged by developers.

In response to Trustee Dennis' comment about his pie chart from the last meeting and the fairness issue in regards to the Specific Plan Area, Ms. Roberts said the pie chart was a whole different thing because what people pay in taxes to the GID varies. She stated the owners of the newer homes in the SPA are paying more than she is paying because those homes sold for \$200,000 to \$300,000 more than her home. Taxes paid also varies between homes in the SPA and outside of the SPA. The new homes are going to bring a lot of money to the GID; but not enough to build new roads. If the homes are built close to the Pyramid Highway ... if the SPA had been developed as they originally thought - there was going to be a spine road - all the roads were going to be separate and apart from the GID. That didn't happen,

and everyone is paying into the GID; she said she is paying for roads that she'll never use; that's the reality of taxes. She said at every meeting they talk about Wilcox and Quaking Aspen, and they needed to talk about other roads. The GID serves everybody in the system.

Trustee Dennis explained the SPA was created separate and apart from the existing 40-acre parcels. That separation was because the SPA property owners were getting an advantage in being able to parcel their land - parceling was an economic benefit - while the remainder of the Warm Springs area was to remain 40-acre minimum parcels. Those SPA developers were going to pay impact fees and have homeowners associations to maintain and take care of their roads within the SPA. Once Washoe County eliminated the fees for the SPA developers, the liability looks like it falls to the GID with regards to maintaining the roads. He said we did not have to accept those roads, but the impact on the other roads with the increased average daily trips (ADTs) would be significant. How are we going to finance roads? The Cape seal on the roads would probably not be sufficient to handle the ADTs. How is the new area plan going to ensure we have a financial plan in place, through the County, that works for the benefit of the people and so the GID can maintain at least what we have or betterments. That's a difficult issue.

Trustee Dennis said he has asked to be on the Citizens Advisory Board's agenda next month to talk about the facts and a little bit of the history so everybody can get a perspective of what everybody else might feel about what is fair or what is not fair. He stated he didn't plan to say that's what he believes and that's what they all should do. He wanted people to have alternatives or ideas and put some force into getting the County to put something into the area plan that makes sense for all the residents out here.

Trustee Johnson said one of the important things to bring to the attention of the County in their planning process is the potential impacts on the District from future development. With the Specific Plan, there were some very large developers involved who were going to build water treatment plants, sewer plants, major arterial roads, and those roads would either be maintained by homeowners associations or dedicated to the County; the PVGID was removed from that obligation. Unfortunately, what is happening now is the parcel-map game, and those areas needed to be developed by subdivision maps which have requirements after "x" number of lots that streets be developed to County standards and dedicated to the County for maintenance. With the parcel maps, the GID gets stuck with the maintenance. State law states that after so many lots, you have to build roads to County standards. He stated he suggested at the last meeting that a County representative attend this meeting or we have some kind of meetings with the County and make those facts known to the County simply because, as stated in this item, it's the long-term funding mechanism that needs to be set up.

Trustee Dennis rhetorically asked if that needed to be put into the area plan?

Trustee Johnson agreed and said that was put into the Specific Plan, but the County didn't enforce it and previous GID Boards did not say that it was not working and now we have Broken Spur Road that needs major improvements and unless Trustee Patterson can get some grant money, those improvements to Broken Spur will be paid for by everybody else in the Valley. The people who live in the SPA pay for roads they don't use, just as Ms. Roberts stated earlier, but those developers make a

profit off of those lots and off of selling houses. Everywhere else in the County and the State, developers are required to either improve the roads or pay into a fund. The SPA had the provision to pay into a fund, but all of that fell apart and the roads did not get developed, and we could not allow that to happen again.

Trustee Johnson reiterated that we need to have a County Planner come to our meeting or, if it's more appropriate, have this same discussion at the CAB meeting.

Susan Ambrose asked if Cathy had sent a formal request to Eric Young to attend a GID meeting?

Trustee Dennis said he sent a formal request to Eric Young, and Mr. Young said he would not be able to make it to tonight's GID meeting. He explained that Mr. Young offered to discuss matters with him by phone, and they did have a discussion. He explained that everything Trustee Johnson had brought up and some of Trustee Patterson's issues have all been shared with Mr. Young. He stated that Mr. Young was unaware of many of the aspects of the finances and the tax structure of this GID. Mr. Young was very reticent about doing any financial planning. He said that was why he wanted to go to the CAB to begin informing the public and getting people to think about what should be done before the area plan update is complete this December; we need a methodology so that people who buy in the Valley and people who live in the Valley have some knowledge of the economics of what's going to happen.

Pam Roberts said in regards to the "fund" issue, when the County Commission was discussing getting rid of the financing plan for the SPA, she said she went to those meetings and opposed getting rid of the financing plan because the Commission did not have a replacement plan. She said what might be appropriate is for the Board to go to the Commission and explain that when the County took away the financing plan, they did not replace it with anything, and the GID was being left with this. That replacement plan could be some kind of requirement that if someone builds within the SPA, they have to pay an additional impact fee to the GID and then it's the developer who pays. The person who buys from the builder shouldn't have to pay anything above what the rest of the property owners pay.

Trustee Dennis said there are many ways to put all of this together and that's why he believed he needed to go to the CAB and start talking to them and asking for their guidance and the County's guidance.

Susan Ambrose said as the former chair of the CAB (now she's co-chair), the CAB acts in an advisory capacity, essentially a liaison between the community and the County. She said Eric Young has been out to the CAB meetings and has held several neighborhood meetings to update the community on the area plan updates. She explained Mr. Young was still doing data gathering and was looking out more to the end of the year for any final decisions on the area plan updates. She said it was critical to get the GID in front of the CAB because there were a lot of new people that were not aware of what our GID does and how to contact the GID.

Trustee Dennis said he has not been directed by the Board to pursue avenues with regards to specifics in the area plan in terms of financing or the like. He said he did put item 7.a. on the agenda because he didn't want the community to think the GID was trying to force alternatives on people without due process.

Ms. Ambrose stated the next CAB meeting was on September 14, 2022.

Trustee Patterson said he was in agreement with Trustee Johnson about having Eric Young attend the GID's September meeting.

Trustee Dennis said he would make another formal request to Mr. Young. He said he would have this matter (7.a. below) on the September agenda and have it as an action item.

In response to Ms. Ambrose's question, Trustee Dennis said he wanted to attend the September CAB and subsequent CAB meetings as this would be an ongoing process.

Trustee Dennis clarified that action could not be taken tonight to have him attend the CAB on behalf of the Board, but he could still attend the September CAB meeting and talk about the history of the area and what transpired with the specific plan and the impacts to the GID and the roads.

Trustee Johnson explained that Trustee Dennis could attend the CAB meeting and Trustee Dennis would state he is the President of the GID, but his testimony would be on his opinions on his behalf and he was not representing the GID Board.

Trustee Dennis asked Cathy to post a Notice of Possible Quorum for the September 14th CAB meeting.

Trustee Dennis then asked to add agenda item 7.a. to this discussion at this time. He said it amounts to what we did last month with the tentative parcel map case, which was to add a condition of approval that if you are going to parcel land, you must sign a waiver of protest regarding special assessment districts or additional assessments by the GID or Washoe County. That's all part of what might get written into the specific area plan or the [Warm Springs] area plan; this is only one item. He said Washoe County allows parceling without any ability to finance the impacts that are a result of that parceling. He said to him, that was not fair to the rest of the community.

Ms. Roberts said she knew why Trustee Dennis wanted to do this. She said her concern was, whether they were in the SPA or outside the SPA, the person making the money was the person who's dividing the land. The person who buys the house from the spec builder is buying a new home and becoming a part of our community. So that's what bothered her about the way the "waiver" clause was written. The person who parceled the land and then sells it, isn't paying anything, but later, if a special assessment district or additional fees are imposed, the new owner, who didn't make the money off of parceling, would have to pay it and couldn't protest it.

Trustee Dennis said he didn't disagree; it was a "Catch 22", the County did away with impact fees. He said what he was trying to get across, was that the County needed to make some decisions on this community with regard to how we were going to maintain and keep our roads. He said the County also needed to think about this floodway; there's a large area out here that's a 100-year floodplain.

Trustee Johnson said in hindsight, he was not satisfied with conditions that were placed on the parcel map last month, and he stated, probably unclearly, that if we were in the city or the county and if you parceled a piece of land, you would be required to build half-street improvements to city or county standards. He said he wasn't suggesting we require building to city or county standards necessarily for every parcel map. However, the GID does have its own standards for roads that are

brought to us for [possible] acceptance [for maintenance]. He said he believed that we should be requiring anyone who does parceling adjacent to our roadways, to develop their frontage to our standards. He thought that should be a condition for all future parceling.

Trustee Dennis said as well as if you parcel 40 acres into eight parcels of 5 acres each, the GID standards for new parcels might not be appropriate for the increased average daily traffic that that many more new parcels create, and also the roadways that are associated with it. One of the things that may need to be done, and he didn't know if it will occur quickly, is an analysis of future roadway impacts and what roads need to be specifically upgraded so that there's a capital improvement plan for the build out of this area, including a needs assessment and a funding program that looks at how to do that.

Trustee Johnson said by state law or county ordinance, if greater than a certain number of lots are to be developed, he believed that number was five, that the roads serving such a development must be paved to county standards. The problem we have, is that we have developers circumventing the subdivision law, and we get stuck with the maintenance. He said that was why he wanted Mr. Young here. He wanted Mr. Young to be aware of the constraints of what his general plan was allowing.

Trustee Dennis said the discussion he had with Mr. Young was very specific to what we were talking about right now.

Shawn explained that [Brian] Murphy was being required to do flood mapping in order to go forward with his parcel division into 15 lots, so Mr. Murphy decided to only go with the first parcel map of only [four] lots.

Trustee Johnson said Mr. Murphy did that so he could circumvent the subdivision law.

Cathy stated that she believed the County recently made changes that no longer allow for serial parcel maps.

Trustee Dennis said we need to ask Mr. Young about that. He said this would be on the agenda for next month.

**b. Report on Grant Request Application for Possible Allocation of American Rescue Plan Act (ARPA) Funds from Washoe County for Road Projects:**

Trustee Dennis thanked Trustee Patterson for looking into getting this grant.

Trustee Patterson stated he had met with a number of Washoe County Manager's Office personnel involved with this grant process. He said an application would be submitted with three projects listed totaling \$250,000. The application should be brought before the Board of County Commissioners (BCC) on September 13th to vote to allocate the grant funding to the PVGID. He stated the application was still under review. He said this has been a team effort; Cathy helped him out with the budget worksheet for the application, and Trustee Johnson helped him out with getting refined numbers for the project work and Trustee Johnson also had the suggestion to have an outside contractor do the patching work on Right Hand Canyon. He reviewed what will be submitted and stated these were all estimates and we had to wait for the bids to come in:

- (1) A little under \$100,000 for edge paving and chip seal on 1.3 miles of Sharrock and Broken Spur pavement.



- (2) Approximately \$129,000 for asphalt patching and Cape seal for Right Hand Canyon.
- (3) Leftover funds, estimated at \$21,000, would partially fund the dirt work/drainage project on Broken Spur.

Trustee Patterson said moving forward, after the application has been reviewed [by the Washoe County Grants Administrator], he would refine and finish the application in order to have it submitted to the BCC for a vote at the September 13th BCC meeting. We will need to have an agenda item for next month's meeting to accept the grant and also have an item on the agenda to move forward with the bid and construction documents. He stated this grant is a go; when he started on this endeavor back in May, we were at zero, and now we're looking at getting \$250,000. He stated Washoe County received \$91 million in ARPA funds and must allocate that amount by 2024 and spend it by 2026. Once the bulk of this money (\$250,000) is spent, Trustee Patterson stated he would go back to the County Manager's Office and ask for additional ARPA grant funds for the PVGID. This is the beginning, and hopefully the County will go further with the grant funding for the PVGID.

In answer to Trustee Johnson's question, Trustee Patterson said the scope of the work probably could not be changed once the application was submitted.

Trustee Johnson explained that for Right Hand Canyon, the riding surface is so miserable that we were going to have a newly-surfaced, terrible-riding road rather than a broken-down-surfaced, terrible-riding road, because those products [Cape and chip seals] just mirror the existing surface. He stated if the Right Hand Canyon project could be modified, he would suggest instead of a Cape seal, to do two layers of micro-paving. He said it might give the Right Hand Canyon residents a better ride.

Trustee Patterson said he didn't think it would be a problem to make the modifications Trustee Johnson was suggesting.

In response to Trustee Dennis' comments about including project management costs as part of the grant budget, Trustee Johnson said he was available and willing to manage the project at no cost.

Trustee Patterson stated there were dates on the application that would not confine us when it came to spending the remaining funds on the Broken Spur dirt work project; that date will be October of 2023. He said he didn't want to put pressure on our crew and possibly force them to stop what they were doing to work on that project.

Trustee Johnson said we made an estimate of areas and quantities of patching on Right Hand Canyon and he was glad there was a bit of a buffer, because we might have to use it. He thanked Trustee Patterson.

Trustee Patterson explained that he had submitted our last project bid and construction document to the County for review, and the County will let us know if there are any changes needed to meet Federal subgrant requirements.

**c. Report on Grant Request to the Federal Highway Administration for the Improvement of Range Land Road From the Pyramid Highway to Winnemucca Ranch Road:**

Trustee Johnson said the Federal Highway Administration (FHA) contact person was no longer in that position and when he went online, there was conflicting information

from what he was told last year; that the western United States was not open for grant applications this year. He said he was trying to get in contact with Cole Mortensen with NDOT, but had not been able to reach him. He said he did not have much to report, except if this grant application was open, he would need help with this grant because he would not be around to administer the grant because he would be off the Board at the end of December.

Trustees Dennis said someone would take it over.

Trustee Patterson said he did ask Gabrielle Enfield, Washoe County grants administrator, about getting assistance from the County with grants and Ms. Enfield said the County was moving to do that for the GIDs because we all serve the same people. He said he mentioned this FHA grant and Ms. Enfield encouraged him to reach out to her if we needed help with that grant. He said if Trustee Johnson got information to him, he would look into it. He said he thought that FHA grant opened in October, but he didn't know about the western states.

Trustee Johnson said the other thing that may be necessary was to install a traffic counter to compare recreational vehicle traffic to everyday commute traffic, which is probably best done over the Labor Day weekend. He said he normally borrows traffic counters from Washoe County, but he would be gone over the Labor Day weekend.

Shawn said if Trustee Johnson got the equipment to him, he would set it up.

**7. New Business:**

**a. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):**

Combined with item 6.a. above.

**8. Judicial/Government Affairs:**

Mr. Mansfield stated he had nothing to report.

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

- Next month's meeting will be on September 15, 2022.
- Vickie and Cathy were putting together the files and reports for the annual audit. The auditor would be starting the audit on August 29th.

**10. Correspondence: None**

**11. Public Comment:**

- Phillip Hilton said there was a lot of debris under the Amy Road bridge and he asked if the GID had a plan in place to remove that debris on a regular basis? He explained the reason he was asking was that we had those two flash floods and today it washed everything out from underneath the bridge and took his fence out.

Shawn said technically that was an Army Corps of Engineers issue because of it being a waterway. After the 2017 flood, because the water crested and went over the road, we did have a contractor go in and clear the channel to mitigate further damage to the roadway surface.

Mr. Hilton wanted to know if the tumbleweeds could be removed as part of the regular cleaning schedule?

Shawn stated we don't take care of weeds.

Trustee Dennis agreed.

Shawn said it's a bridge, not a culvert.

Shawn said in regards to culverts, including driveway culverts, it would help if people see tumbleweeds or sage or other vegetation in front of a culvert, if they would remove them; it would help everyone out because it just takes one or two plants or weeds to plug a culvert.

Trustee Dennis reiterated that the GID has made it clear, by resolution, that we don't do weeds.

Mr. Mansfield interrupted and said if they wanted to discuss this further, it needed to be agendized.

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

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

- Trustee Johnson said he obtained a list of the 20-some Virginia Peak communications site users and asked to have an agenda item to have a letter written regarding a maintenance agreement.
- Trustee Dennis said as discussed under items 6.a. and 7.a., he wanted an agenda item to authorize him to attend the CAB meetings and represent the GID and promote the will of the GID Board in regards to the area plan.
- Mr. Mansfield asked what has been the history of this Board regarding agendizing discussion of specific roads that are brought up under public comment?

Trustee Dennis said anyone can make public comment on a road under the Operations Manager's Report agenda item. If there are questions about maintenance of a road or other issues, it can be discussed at that time. Also, the Board members can give the manager direction with regards to the specifics of road maintenance.

Mr. Mansfield said he thought the latter was inferred in that. He said his suggestion would be to make the Operations Manager's Report less vague to the public; that this is the place the public can make public comment on roads; specifically have a road discussion item.

Trustee Dennis said he had the idea and he and Cathy would come up with something for the next agenda.

Trustee Johnson said including road-specific comments.

Pam Roberts said she suggested a different letter under Road Reports so that the public understands this is where they can make a comment about a specific road or a road they travelled on. She said "Operations Manager's Report" doesn't say anything about roads.

- ## **13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:45 p.m.

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT**

**TRANSACTION REPORT AS OF August 13, 2022**

Submitted by Vickie DiMambro, Bookkeeper

<b>Total of all Bank Accounts:</b>	<b>Balance as of August 13, 2022 - Almost CD #5010</b>	<b>253,092.12</b>
	<b>Balance as of August 13, 2022 - A/P / General Ckg #4179</b>	<b>791.03</b>
	<b>Balance as of August 13, 2022 - Payroll #4430</b>	<b>20,000.00</b>
	<b>Balance as of August 13, 2022 - Petty Cash</b>	<b>400.00</b>
	<b>Total Cash In All Accounts</b>	<b>274,283.15</b>

<b><u>Wells Fargo - Almost CD #5010</u></b>	<b>Balance as of July 18, 2022</b>	<b>484,746.72</b>
Income for the Month		
Ad Valorem/Property Tax	726.05	
Consolidated Tax (CTX)	45,378.72	
LGTA/Fair Share	3,458.47	
Other Income	0.00	
TOTAL	49,563.24	
Interest Income	4.34	49,567.58
Transfer to Wells Fargo #4179	(236,500.00)	
Transfer to Wells Fargo #4430	(44,722.18)	(281,222.18)
	<b>Balance as of August 13, 2022</b>	<b>253,092.12</b>

<b><u>Wells Fargo - A/P / General Ckg #4179</u></b>	<b>Balance as of July 18, 2022</b>	<b>922.41</b>
Transfer from Wells Fargo #5010	236,500.00	
Interest Income	0.05	236,500.05

NAME	CK #	AMOUNT	DESCRIPTION	
Catherine Glatthar	9997	3,370.09	Secretarial \$2,182.50, Accounting/Financial \$1,060.00, Office Supplies \$22.43, Public Relations \$105.16	
Flyers Energy	9998	2,177.77	Fuel	
Hoffman & Test	9999	525.00	June Retainer & Travel \$435.00, Excess work \$90.00	
Pyramid Business Services	10000	1,619.83	Monthly Bookkeeping and Payroll \$1,455.00, Office Supplies \$164.83	
Sierra Nevada Construction	10001	225,492.00	2022 Seal Coat Program (Chip Seal) for Sections of Ironwood Rd, Amy Rd, and Axe Handle Rd	
United Healthcare	10002	3,446.74	Monthly Health Insurance (September 2022)	
<b>TOTAL</b>		<b>236,631.43</b>		<b>(236,631.43)</b>
			<b>Balance as of August 13, 2022</b>	<b>791.03</b>

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

<u><b>Wells Fargo - Payroll #4430</b></u>		<b>Balance as of July 18, 2022</b>	<b>17,000.00</b>
Transfer from Wells Fargo #5010	44,722.18		
Interest	0.10		44,722.28
<hr/>			
Net Payroll	10,120.60	Net Payroll	
Les Schwab	(108.00)	Refund	
G&J Truck Sales	5983 17,500.00	Capital Outlay - 1996 Peterbilt 385 Bobtail Truck	
Costco	debit 60.00	Annual Membership	
Costco	debit 168.95	Office Supplies	
Heather Kelly	5985 275.00	Casual Labor on 7/25/22 - 11-hour trip to Madera, CA to pick up Bobtail Truck	
Washoe County Treasurer	5986 27.48	Annual Water Rights Administration Fee	
SK's BECC 8/3/2022 Stmt			
Waste Management	SK's CC 33.00	Monthly Waste Removal	
Ebay	SK's CC 74.93	Parts for 1998 Peterbilt Water Truck	
Peterbilt Truck Parts & Equip	SK's CC 140.39	Parts for 2002 Peterbilt 379 \$67.84, 1998 Belly Dump Pup \$36.66, Operating Supplies \$19.99, Equipment Maintenance \$15.90	
Silver State International	SK's CC 1,776.47	Parts for 2005 Intl Water Truck \$861.94, 1998 Peterbilt Water Truck \$588.28, 2002 Peterbilt 379 \$299.97, Shop \$26.28	
DMV	LJ's CC 74.50	Title & Registration for 1998 CPS Belly Pup & Dolly, 1998 Peterbilt 377 Water Truck,	
Peterbilt Truck Parts & Equip	SK's CC 2,040.60	Parts for 1998 Peterbilt Water Truck \$2,019.78, 2002 Peterbilt 379 \$20.82	
Peterbilt Truck Parts & Equip	SK's CC 527.27	1998 Peterbilt Water Truck parts	
SK's BECC 9/3/2022 Stmt			
Silver State International	SK's CC (623.45)	Returned parts for 2005 Intl Water Truck	
LJ's BECC 8/3/2022 Stmt			
Motorola	LJ's CC 70.00	Monthly Two-way Radio Bill	
Prominence	LJ's CC 2,734.74	Monthly Health Insurance (August 2022)	
LJ's BECC 9/3/2022 Stmt			
Alhambra	LJ's CC 12.25	Monthly Office Water	
Verizon	LJ's CC 34.60	Monthly Telephone Bill	
NV Energy	Bill pay 205.51	Monthly Electric Bill	
Public Agency Compensation Trust	EFT 2,022.25	Workers' Comp Qtr4 FY 2021 - 2022	
PERS	Bill pay 3,433.41	PERS Monthly Payment	
Payroll Taxes - Patriot Payroll	EFT 1,121.78	Payroll taxes (941, NV Unemployment)	
	<u><b>\$41,722.28</b></u>		<u><b>(\$41,722.28)</b></u>
		<b>Balance as of August 13, 2022</b>	<u><b>20,000.00</b></u>

<u><b>Wells Fargo - Petty Cash</b></u>		<b>Balance as of July 18, 2022</b>	<b>400.00</b>
Deposit	0.00		
	<u>0.00</u>		0.00
<hr/>			
	AMOUNT	DESCRIPTION	
	0.00		
<b>TOTAL</b>	<u>0.00</u>		0.00
		<b>Balance as of August 13, 2022</b>	<u><b>400.00</b></u>

Reviewed by Cathy Glatthar, Assistant to the Board:           *CAG*                     8/13/2022

## ESTIMATED OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

### ATTACHMENT - 08/18/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of August 13, 2022					274,283
Additional Revenue Expected Through August 31, 2022					48,165
<b>ESTIMATED OPERATING FUNDS THROUGH August 31, 2022</b>					<b>322,448</b>
<b>LESS</b> Average Monthly Expenses (\$30,000) x 0.5 Months					-15,000
<b>LESS:</b>					
Balance of FY21 Carryover & FY22 Capital Outlay Budget (\$105,163*);					
[*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];					
Unexpected Repairs (\$5,000 x 0.5 months)					
Class E: New Allocation 6/16/2022 \$100,000					-207,663
<b>LESS</b> Reserve Funds (= Ending Fund Balance per Budget)					-60,000
<b>ESTIMATED EXPENSES &amp; RESERVES THROUGH AUGUST 31, 2022</b>					<b>-282,663</b>
<b>ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2022</b>					<b>39,785</b>
<b>Additional Revenue Expected Through AUGUST 31, 2022:</b>					
From 2021/2022	Figures Used for				
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>				
320,000	320,000	Ad Valorem			0
567,000	540,000	CTX	45,000 x 1		45,000
38,000	37,980	LGTA	3,165 x 1		3,165
<b>925,000</b>	<b>897,980</b>				<b>48,165</b>
	<b>-27,020</b>	<b>Difference between Budget and Estimated Operating Funds Report Projected Revenues</b>			
<b>MONTHLY EXPENSES:</b>					
	Average	Actual	Difference		
Payroll	17,000	23,155	-6,155		
Other (non Road Maint)	13,000	12,207	793		
	30,000	35,362	-5,362		
Capital Outlay		17,500	A/P Acct Exps		236,631
Road Maintenance		225,492	P/R Acct Exps		41,722
<b>TOTAL EXPENSES</b>		<b>278,354</b>			<b>278,354</b>

**REVENUE - ACTUAL AND ESTIMATED**

NOTE: As of 8/13/22, Actual Revenue was LESS Than YTD Estimated By: **-\$1,910.90**

**AD VALOREM (Normally received around the 10th of the month)**

Date	Estimated	Actual	Difference	YTD Difference
at 09/14/21 (35%)	112,000.00	119,761.39	7,761.39	7,761.39
at 10/18/21	0.00	6,815.67	6,815.67	14,577.06
at 11/15/21 (21%)	67,200.00	51,432.04	-15,767.96	-1,190.90
at 12/13/21	0.00	6,964.55	6,964.55	5,773.65
at 01/17/22	0.00	67.18	67.18	5,840.83
at 02/14/22 (21%)	67,200.00	58,556.49	-8,643.51	-2,802.68
at 03/14/22	0.00	219.52	219.52	-2,583.16
at 04/18/22 (21%)	67,200.00	49,035.59	-18,164.41	-20,747.57
at 05/16/22	0.00	9,230.15	9,230.15	-11,517.42
at 06/13/22	0.00	6,844.17	6,844.17	-4,673.25
at 07/18/22 (2%)	6,400.00	7,870.45	1,470.45	-3,202.80
at 08/13/22	0.00	726.05	726.05	-2,476.75
	<b>320,000.00</b>	<b>317,523.25</b>	<b>-2,476.75</b>	

**CTX (Normally received at the end of the month)**

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	45,000.00	44,511.41	-488.59	-488.59
at 11/15/21	45,000.00	43,668.43	-1,331.57	-1,820.16
at 12/13/21	45,000.00	45,611.37	611.37	-1,208.79
at 01/17/22	45,000.00	43,672.42	-1,327.58	-2,536.37
at 02/14/22	45,000.00	43,020.72	-1,979.28	-4,515.65
at 03/14/22	45,000.00	49,106.81	4,106.81	-408.84
at 04/18/22	45,000.00	41,065.34	-3,934.66	-4,343.50
at 05/16/22	45,000.00	41,080.83	-3,919.17	-8,262.67
at 06/13/22	45,000.00	47,024.50	2,024.50	-6,238.17
at 07/18/22	45,000.00	44,361.00	-639.00	-6,877.17
at 08/13/22	45,000.00	45,378.72	378.72	-6,498.45
August	45,000.00			
	<b>540,000.00</b>	<b>488,501.55</b>	<b>-51,498.45</b>	

**LGTA (Normally received mid-month)**

Date	Estimated	Actual	Difference	YTD Difference
at 10/18/21	3,165.00	6,023.97	2,858.97	2,858.97
at 11/15/21	3,165.00	0.00	-3,165.00	-306.03
at 12/13/21	3,165.00	3,658.38	493.38	187.35
at 01/17/22	3,165.00	4,850.80	1,685.80	1,873.15
at 02/14/22	3,165.00	3,480.61	315.61	2,188.76
at 03/14/22	3,165.00	3,709.34	544.34	2,733.10
at 04/18/22	3,165.00	5,184.09	2,019.09	4,752.19
at 05/16/22	3,165.00	3,126.44	-38.56	4,713.63
at 06/13/22	3,165.00	4,507.50	1,342.50	6,056.13
at 07/18/22	3,165.00	3,879.70	714.70	6,770.83
at 08/13/22	3,165.00	3,458.47	293.47	7,064.30
August	3,165.00			
	<b>37,980.00</b>	<b>41,879.30</b>	<b>3,899.30</b>	

August 2022 Dental and Vision Plans From Humana  
 Cost Breakdown Per Month  
 [Prepared by Cathy Glatthar]

**DENTAL AND VISION** (Dental rates decrease by 2% if we enroll in both dental and vision plans)

DENTAL			100%/75% 0/25%			
Humana Trad Preferred MAC	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$38.77		\$38.77	\$38.77		\$38.77
Employee	\$38.77		\$38.77	\$38.77		\$38.77
Deps		\$98.87	\$98.87	\$74.14	\$24.73	\$98.87
<b>TOTALS</b>	<b>\$77.54</b>	<b>\$98.87</b>	<b>\$176.41</b>	<b>\$151.68</b>	<b>\$24.73</b>	<b>\$176.41</b>

VISION			100%/75% 0/25%			
Humana Vision 130	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$5.27		\$5.27	\$5.27		\$5.27
Employee	\$5.27		\$5.27	\$5.27		\$5.27
Deps		\$10.46	\$10.46	\$7.86	\$2.60	\$10.46
<b>TOTALS</b>	<b>\$10.54</b>	<b>\$10.46</b>	<b>\$21.00</b>	<b>\$18.40</b>	<b>\$2.60</b>	<b>\$21.00</b>

**TOTAL COST TO GID FOR DENTAL AND VISION COVERAGE    \$170.08    \$27.33    \$197.41**

DENTAL ONLY			100%/75% 0/25%			
Humana Trad Preferred MAC	EMP	DEPS	TOTAL	GID Pays	Emp Pays	TOTAL
Employee	\$39.56		\$39.56	\$39.56		\$39.56
Employee	\$39.56		\$39.56	\$39.56		\$39.56
Deps		\$100.89	\$100.89	\$75.67	\$25.22	\$100.89
<b>TOTALS</b>	<b>\$79.12</b>	<b>\$100.89</b>	<b>\$180.01</b>	<b>\$154.79</b>	<b>\$25.22</b>	<b>\$180.01</b>

**TOTAL COST TO GID IF NO VISION PLAN IS SELECTED    \$154.79**

**TOTAL COST TO GID FOR DENTAL AND VISION COVERAGE    \$170.08**  
**TOTAL COST TO GID IF NO VISION PLAN IS SELECTED    \$154.79**  
**DIFFERENCE    \$15.29**



**2022 MONTHLY ROADWORK AND REQUESTS REPORT**

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

**ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, R=Request Received**

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prt	G				
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prt		G prt			RGMC prt				
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G								
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prt	CC(1)				
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R				
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G								
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G					
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prt					
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM								
UP	Chantry Flats	1.1		D				G	G					
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6												
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G						
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G						
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G						
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G					
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prt					
UP	Grass Valley (Pyramid - Wayside)	2.6					G prt							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G					

2022 MONTHLY ROADWORK AND REQUESTS REPORT

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



## PVGID OPERATIONS MANAGER'S REPORT

Report Period 7/18/2022 to 8/14/2022

ATTACHMENT: 8/18/2022 Meeting Agenda Item 5.a.

### ROADS GRADED AND/OR COMPACTED:

1. Wilcox Ranch: Goodher to Mid
2. Amy: Whiskey Springs to James Ranch
3. Amy @ Ironwood intersection: 300 feet south
4. Amy @ Wilcox Ranch intersection: 300 feet before Wilcox Ranch and 300 feet after
5. Range Land: Pyramid Hwy to Cattle Guard
6. Range Land: Grey Van to Peak
7. Grey Van
8. Rebel Cause
9. Quaking Aspen: Prep for Class E trucks

### OTHER ROAD WORK:

1. Ironwood: Stripe new Chip seal
2. Right Hand Cyn: Flash Flood Event - Graded to make road drivable. Used Kickbroom to clean paved section
3. Whiskey Springs Upper: Flash Flood Event - Lots of debris, cleaned road using Kickbroom
4. Twin Springs: Flash Flood Event - Concrete spillway: Remove 10 yards of debris; Upper culvert filled with debris and washed out road, Used backhoe to clean and repair roadway, pulled 15 yards of debris from in front of culvert, used Vactor to clean 4 yards of debris out of 35' of culvert
5. Wilcox Ranch Hill: Applied Mag-Chloride
6. Amy: Whiskey Springs to James Ranch, Applied Mag-Chloride
7. Amy @ Ironwood intersection: 300 feet south. Applied Mag-Chloride
8. Amy @ Wilcox Ranch intersection - 300 feet before Wilcox Ranch and 300 feet after: Applied Mag-Chloride
9. Range Land: Cattle Guard to Peak, Applied Mag-Chloride
10. Wild Horse and Sharrock: Used Vactor to Clean 100' of culvert
11. Axe Handle Rd: Near 5605, Used Vactor to Clean 35' of culvert

### OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings
8. One Employee on Vacation

### EQUIPMENT:

1. 05 Int Water Truck: Passenger side plastic door handle broke off, R&R; Tank leaking, welded
2. 93 Kick Broom: Service A/C
3. 05 772 Grader: Lube
4. 03 770 Grader: Lube
5. 02 Pete semi: Batteries bad, R&R
6. 98 Pete Water truck: R&R Tach and Speedometer; Short in wiring for back up alarm, Traced problem and repair; rear differential Indicator lite inop, R&R sending unit; Upper radiator hose had a split, R&R